

REGULAR COUNCIL MEETING  
JUNE 21, 2022  
6:00

NOTE TO PERSONS REVIEWING THIS DOCUMENT: THIS IS NOT A VERBATIM TRANSCRIPT. WHILE AN ATTEMPT HAS BEEN MADE TO DOCUMENT PERTINENT POINTS, THESE MINUTES CONTAIN ONLY A SUMMARY OF THE DISCUSSION AND VOTING

Mayor Jamie Paden called the June 21, 2022 regular council meeting to order at 6:01.

Town Council members present were Jacob Warren, Steven Walk, Valerie Rogers and Emily Thomas. Alisha Anderson is out sick.

Others present were Perry Paden, Angela Walk, Anthony Schurr, Chase and Jennifer Janson, Dawn and Keith Hillsbery, Amanda Blood; Erica Warren; George Quiggle; Debbie Cato; Karly Pancoast; Angel Selke; Heather and Justin Gust; Richard Ralidis; Devin Billington and Cheryl Loeffler.

The meeting opened with the Pledge of Allegiance.

### **ACTION**

Emily Thomas moved to excuse Valerie from the June 7, 2022 regular council meeting; seconded by Steven Walk. The motion was approved with 4 yes and Val abstaining.

### **Public hearing for Resolution 2022-04 TIP/CIP Six-year plan**

Mayor Paden opened the public hearing for the six-year plan at 6:02. She explained to the council and audience what and why we do this. After the council reviewed the plan, these are the suggestions they would like to implement: Upgrade water meters should be removed.

- Update the years for the well site and water rights.
- Security fencing around wells moved to the first position on the list.
- Add dust control equipment under the heading equipment purchase
- Move culverts to channel maintenance.
- Update the dates on all of the other items listed.

With no further comments from the audience or council, the public hearing was closed at 6:15.

### **ACTION**

Emily moved to adopt Resolution 2022-04 2023-2027 Six -Year Plan with the above-mentioned changes; seconded by Jacob. The motion was approved 4-0.

### **Department Report Mayor's report** **Range Mobile Clinic Meeting**

Jamie reported that her and Cheryl had a meeting with the Range Mobile Clinic and their new medical director. They are planning to begin coming to Fairfield twice a month and will be able to provide primary healthcare services. They can bring their big bus to town but with their experience, they feel that people are more comfortable when they go to a permanent site so they are looking for an appropriate site that would be able to be HIPPA compliant. We met with Mayor Kuney on Flag Day regarding accessing some funding to help them get started. The funds would be used mainly for rent and minor expenses. Their first day with the doctor will be June 23rd.

### **Ordinances**

Jamie has begun reviewing the ordinances and many of them need to be worked on. She asked the council if the Improvement Board could start working on the ordinances. The council would provide them which ones that qualify as high priority to begin with first. Cheryl will review previous complaints and minutes to determine which ordinances are used more frequently. The comment was made that in the past, the ordinances that the IB has rewritten or written as a new ordinance were given to the council for editing purposes but were not returned to the IB for finalization so the process was not completed. For example, the garbage ordinance has yet to be edited by the council and returned to the committee for finalization.

Cheryl asked Jamie to contact attorney Eric Hanson regarding the WATV ordinance that was sent to him earlier this year.

### **Annexation into the SE Spokane County Fire Department #2**

A letter was sent to the Fire Commissioners with the intent of showing the council's interest in annexing into the fire department. It was suggested that a committee be made up of two fire commissioners, at least one council member and one volunteer fireman to begin investigating the possibility of annexing. The mayor asked Jacob if he would be the council representative since he's been through annexation before.

## **Old Business**

### **Security camera**

Jacob Warren said that he is working on the policy and it should be ready for the next council meeting.

### **Digital reader board**

Devin will contact WiFiber about what they can do for us to make the sign work again.

### **Picnic in the Park**

Cheryl will send out invitations to the new residents in town. We will have people with the last names beginning with A-M bring a dessert and N-A bring a side dish. The town will provide hamburgers, hot dogs, buns and condiments. The fire department will donate water and the use their grills. The movie selected will be "Princess Bride". Jacob had some information on projectors/sound systems but he was still researching other options. The funds to purchase said equipment could be the utility tax and ARPA funds. Cheryl will work with Rockford about having their equipment available if we need it.

### **Recycling**

Mayor Paden reiterated again that there was never an intent to attack anyone with the post on social media regarding the photos of the intact boxes and some garbage that had been put into the recycling bin. The intent was to make a point about how much space in the bin is taken up with the intact boxes. She does realize that the garbage and the boxes should have been separated so that the public wouldn't assume that they were placed by the same people. Steve Walk also apologized on behalf of the town for this post.

The positive that came from all of this is realizing that the town needs to incorporate a policy that ranges from what can and cannot be put into the bin, the definition of "misuse" and fines associated with that and when someone has been on camera exhibiting illegal dumping or misuse of the recycle bin, the standard of procedure (SOP) for notifying them and the consequences. The council agreed that if we continue to have problems with the recycle bin, it will be removed. It was made very clear that photos will NOT be posted on social media but should be included in the letter that would be sent informing that person of the recycling violation and possible fine.

The council and members of the audience suggested more signage on the recycling bin and have the signs strategically placed and perhaps obtaining more educational material from the Spokane County Solid Waste staff.

Jamie and Cheryl will work on the SOP.

### **Baseball Pit**

Councilman Alisha Anderson was not at the meeting tonight to discuss the pit.

### **Flag Day**

All in all, the day went pretty good considering it started out with rain. There should be better signage that show the traffic flow, especially during the fun run and breakfast. The beer garden area needs to have gravel put down. It was very wet and muddy. After many years of putting the parade together, Micki Harnois is planning to step down and hand it over to someone else. She will still be available to help some but is retiring from the organizational part of the parade. Thank you, Micki, for all your years of organizing the Grand Parade.

### **PCIB Recommendations**

#### **Complaint:**

#### **505 S 1st Living conditions**

Improvement Board (IB) recommends the town council start the process for code enforcement as soon as possible.

### **Building Permit**

#### **203 W Seward**

Improvement Board (IB) has no objections at this point as there are no ordinances that directly govern ADU's. IB recommended that the homeowner provide a sitemap with setbacks and starting permit process. IB also recommended the homeowner check with Devin regarding water and sewer requirements.

### **ACTION**

Steve motioned to accept the Improvement Board's recommendation and approve the Building Permit #2022-05 for the placement of an ADU at 203 S Seward; seconded by Jacob.

Valerie amended the motion to include verification from Devin whether the sewer line on this property has two taps or if it only one; seconded by Jacob. The motions were approved 4-0.

**Resume fines on previous complaints**

The moratorium for fines and late fees during the pandemic was lifted a few months ago but the ones on our books have not been reinstated. The council was provided the previous documents to review for the two properties that were being fined before the moratorium. The property owners will be notified that the fines will be reinstated dependent upon the state of the property.

Cheryl will contact Tekoa on how they work with their compliance offenders.

**NEW BUSINESS**

**IT Contract**

The recommendation is to accept the IT comprehensive contract with Kbits for one year. Jacob will still reach out to Kayla Billington about additional services.

**ACTION**

Emily moved to approve the comprehensive contract for IT services from Kbits for \$275/month; seconded by Jacob. The motion was approved 4-0.

**Public Works Report**

**Sewer**

- WW samples will go in this week.

**Streets**

**Parks**

- Weed control will continue.

**Water**

- PFAS, #2 VOC, #5 Nitrate Samples going in this week.
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***An Example of a Regular Task: Water Conservation***

The Town of Fairfield is conscious of the water resource we have and are always looking to maintain and protect our water supply. To do this the town uses methods to conserve water. We check plumbing regularly to ensure town buildings do not have any leaks, commonly old fixtures or the backs of toilets may leak. We are sure to water every other day for small amounts of time reducing water usage on irrigation while keeping healthy and nice-looking lawns and flowers. This year the rain has maintained healthy lawns without sprinklers to this point. However, we are now officially into summer and the forecast appears to be getting warmer and drier, so we will all need to be conscious as we use water throughout the summer to do our best to protect and conserve our water resource, while maintaining healthy and safe lawns. If you have any questions regarding water conservation, there are many quality resources that we can provide.

**Approval of the Minutes from June 7 2022 regular council meeting & June 10, 2022 special meeting**

**ACTION**

Emily moved and Steve seconded to approve as read the minutes from the June 7, 2022 regular council meeting; The motion was approved 3 yes and Val abstaining.

**ACTION**

Steve moved and Val seconded to approve the minutes from the June 10, 2022 special meeting. The motion was approved 3-0.

**Approval of the June 21, 2022 Claims**

**ACTION**

Steve moved and Jacob seconded to authorize paying the claims of June 21, 2022 with EFTs for total amount of \$41,774.23 and checks #20921-20931 for a total of \$9,478.21. The motion was approved 4-0.

	6-21-22
Claims	\$37,151.93
Payroll	\$14,100.51
Total Paid	\$51,252.44

Signed by Steven Walk, Valerie Rogers and Emily Thomas

**Other**

Dawn Hillsbery asked about a timeline for the repair to be done with the asphalt on her driveway, It was damaged during the Northridge Sewer Replacement project. Devin's response is that he is ordering the cold mix for the repair at Palouse Country this week, which will include enough product for them to get her repair taken care of.

The question was asked if the alleyway that is between 1st and 2nd street at Hamilton was abandoned. Cheryl will research this by reviewing files and contacting the county assessor's office.

The street sign-type sign for the museum that has been placed on the vintage City Center sign is blocking other directional signs. Devin will look into potentially relocating the museum sign.

**Compliments/Complaints**

The parks and streets look the best that they have ever looked. Great job to the public works crew.

**Dates to Remember**

June 23	Range Mobile Clinic
July 4	Office closed
July 7-8	Cheryl gone-family funeral in Montana

**Adjourn**

With no further business, the council meeting adjourned at 8:08 pm.

  
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Jamie Paden Mayor

  
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Cheryl Loeffler, Clerk/Treasurer