

REGULAR COUNCIL MEETING

AUGUST 2, 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 August 2, 2022 regular council meeting to order at 6:01 at the Community Center.

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

Others present were Perry Paden; Kevin Ottosen; Erica Warren; Heather & Justin Gust, Amanda, Carla and Madison Blood; Angela Walk, Don & Sheila Dyer, Pat Sexton, Lori Stark, Barbara Roecks, Geri Knott, Don Harris, Bill Enzler, Julie & Mick Medel, Hunter Pederson, Anthony Schur, Richard Ralidis, Natalie Voit; Devin Billington and Cheryl Loeffler.

The meeting opened with the Pledge of Allegiance.

Mayor Paden reminded everyone that the subjects on the agenda have a suggested amount of time scheduled for discussion and to be respectful of everyone's time and encouraged the council and visitors to be efficient and effective in their discussions.

ACTION

Emily Thomas moved to excuse Jacob Warren from the 7-19-22 regular council meeting due to a work issue; seconded by Valerie Rogers. The motion was approved with 4 ayes and Jacob abstaining.

Guest

Kevin Ottosen

Kevin Ottosen has spent 68 years in Fairfield. He sat on the council and was on the Spokane County Air Pollution Control Board. He has recently retired and sold his insurance company and now rides his bicycle with his brother around different areas and has some observations that he would like to share.

- The town parks facilities look the best they ever have.
- The wastewater treatment facility has come from being a lagoon to a sewer and now wastewater treatment facility. That shows pride and knowledge in your staff.
- Communication is very good.
- Snowplowing has been excellent.
- The staff and council proactively embrace whatever comes their way.

He also had some suggestions for improvements:

- Change the water usage from cubic feet to gallons (which is already being done with the new meters that are currently being installed)
- Consider going to monthly billing instead of every other month.
- Consider having more activities for all ages in our beautiful parks.

The negative items that he sees around our community:

- People using the public right of ways as their private storage with garbage, junk vehicle.
- Sidewalks unusable as they are covered with junk.
- Streets eventually become bottlenecks when they snowplow due to the vehicles that are permanently parked on the streets.
- Not proactive for fire prevention around town
- Building permits
- The ordinances are really not displayed to the general public. Need more exposure.

Having a Code enforcement officer would help enforce the ordinances and help to get areas cleaned up.

When he was on the council and since the council is to represent the opinions of citizens of the town, that council would get out in the neighborhoods and streets and actually talk to the people to get their opinions and then bring those opinions back to the council table.

North Palouse Community Food Bank (NPCFB) Lease

Pat Sexton and Lori Stark spoke on behalf of the NPCFB regarding the lease between them and the town. The topics of concern they expressed to the council were liability insurance, maintenance and improvements and expenses. The council will go back and review these comments and update. This was a first draft of the lease to open up the discussion.

Engineer's Report
Annexation Request

Bryan drafted a response to reject the annexation request for the small triangle piece of land on Prairie View. He determined that the town has a strong basis for rejection based on our review of the request and supporting information provided by the Town's Engineer. It was determined that approval of the annexation and subsequent changes to the Town's corporate boundary would trigger required updates to our water and possibly sewer planning documents. The Town would expect to incur significant expenses at or in excess of \$40,000 to update the planning documents which would far exceed the possible benefits of the annexation under the current circumstances.

ACTION

Jacob moved to reject the annexation request from SynTier Engineering for the small triangle portion on Prairie View based on the review of the request and supporting information provided by the Bryan Hicks, the Town's Engineer, that approval of the annexation and subsequent changes to the Town's corporate boundary would trigger required updates to our water and possibly sewer planning documents incurring significant expenses; seconded by Steve. The motion was approved 5-0.

2021 Sewer Improvement Project

The pre-construction meeting for the sewer project from Spokane Street to Portland will be on August 10th at 10:00 am. It will be in person and also as a TEAMS meeting. Cheryl will forward the invitation to the council with the link to join the meeting tonight.

Old Business

Security Camera Policy

Jacob has the policy ready and will email it to Cheryl tonight so she can forward it to the council for review before the next council meeting.

Digital reader board

Cheryl visited with Rockford about their digital sign and how they communicate with it. They have a program call WatchFire that Avista set up for them. They have no monthly fee and it sounds like it operates the same way as our digital sign. Cheryl will send this information on to WiFiber to see if it is something they know about. WiFiber has not connected with Stewart Signs as of this meeting. Cheryl will also reach out to Paul Kimmel from Avista.

Community Picnic

Cheryl reported that she spent \$229.04 for food and supplies. I purchased old fashioned franks from Sonnenberg's instead of the cheaper kind of hotdogs and sounded like everyone enjoyed them. The picnic was not the best attended this year but more people came down to watch the movie. Thanks to Valerie and Emily for helping set up and clean up the food. The new projector and screen worked great and Jamie thanked Emily for assisting her in getting it set up. Thanks to the Service Club for loaning us the sound system and a huge thanks go out to Terry Phillips and Mick Medel for helping to get it set up and then tear it down. We will look into purchasing our own sound equipment for future events. It would be nice if events didn't compete with each other but promote one another. There was baseball going on at the same time.

Fairfield Improvement Board (FIB) update

Nuisance Ordinance

Perry Paden has worked on the Nuisance Ordinance draft and will take the edits from the council to the Improvement Board for further review. Perry has received edits on this from one council member, the mayor and the clerk and hoping to receive additional edits from the other council members. Heather Gust will begin working on the Junk Vehicle ordinance draft soon.

505 S 1st

The property owner of 505 S 1st Street sent a progress update to the council. She asked the council for clarification on whether a vehicle that is working, even if it is not appealing to the eye, is still considered a nuisance? She has decided not to install a privacy fence due to the cost of materials and will work on getting the vehicle running and licensed so it is no longer considered a junk vehicle and with that plan will leave it on the property and continue to remodel it. Someone said that they worked on it and it is running but at this point, there is no absolute proof of this, which the town will need. If it is still a nuisance, she asked to have until this Friday to find another location to move the vehicle to.

ACTION

Jacob introduced the motion to give the property owner two weeks, which will be August 16th for her to provide proof that it is no longer in violation of the nuisance ordinance; seconded by Alisha. The motion was approved 5-0.

The property owner will be notified of the time extension.

312 W Hamilton

On Monday, August 1st, another official complaint was filed with the same issue of “junk” items parked on town property along with a “major remodel going on without a permit or inspection”. Justin Gust and Devin Billington went to talk with the property owner and to place the flags to designate the town property lines run. The owner explained that his truck that he uses to move the 5th wheel is broken down and the parts needed are two weeks out. Once he gets the parts, he will be able to get the 5th wheel off of the street. As far as the construction on the house, since he has cut a door into the basement, he does need a building permit. He will come into town hall and begin the permitting process.

Code Enforcement Fines Reinstatement

The letters are going out with the date changed to September 1st.

NEW BUSINESS

Bill Adjustment Policy

Emily has prepared a policy to use when a resident asks for a bill adjustment due to a water leak. The council will review and edit this policy and bring it back for discussion on the 16th of August.

Public Works Report

Sewer

- Wastewater samples influent will go in this week.
- Soil sample going in this week.

Streets

- Cold patch and crack sealing completed for time being in high priority locations.

Parks

- Construction on baseball field has started for sprinklers and will continue, Sprinkler companies out starting Wednesday.

Water

- Bacteria sample going in this week.

General:

- Food bank and shop drainage issue progress.

The original application for the Loss Control Grant was to replace the locks to keyless on all the buildings and to purchase security cameras. With the drainage issue at the town maintenance building, Devin thought that project would be a better use of the loss control funds. To get the drainage fixed will reduce the potential damage to the building and would help make the entrance into the food bank much safer. We explained the change to Andrea Luper from RMSA and she agreed that the drainage issue could be a higher risk than the original cameras and locks. The receipts need to be turned in for reimbursement before August 31, 2022.

ACTION

Emily moved to change the purpose of the RMSA \$5,000 Loss Control Grant from RMSA keyless entries and security cameras to fixing the drainage issue at the town maintenance building and to not ask the food bank to share in this cost; seconded by Steve. The motion was approved 5-0.

An Example of a Regular Task: Building Maintenance (HRS)

The Town of Fairfield owns and maintains multiple buildings within our town, as areas for the community to enjoy as well as areas the town utilizes to provide our services to the community, such as town hall, well houses, and town shop. It is important for us to maintain these buildings to ensure they are safe, functional, and last for years to come. Holding or improving value in our buildings and maintaining a quality appearance as well as functionality of town buildings is important. Sometimes this is in the form of scheduled and routine cleaning and upkeep and sometimes this may come in the form of major projects. The town is currently looking into and working on maintenance of the town shop roof, replacing screws to prevent the leaks we are starting to see in the shop and food bank areas. The town is also working on drainage issues around the shop and food bank to prevent any potential hazards to visitors and staff as well as protect the integrity and longevity of our town owned buildings.

Department Report-Sewer Jacob Warren

In his impression he has conflicting information:

1. CARES Act misappropriation of funds.
2. His Interpretation of a \$400k discrepancy between 2020 and 2021 budgets combined.

Mayor Paden and the council members that sat on the previous council found this to be a misinterpretation by councilman Warren. See attached statement.

Approval of the Minutes from July 19, 2022 regular council meeting

ACTION

Steve moved and Valerie seconded to approve the minutes of the July 19, 2022 regular council meeting as read. The motion was approved 4-0 with Jacob abstaining.

Approval of the August 2, 2022 Claims

Emily moved to approve the August 2, 2022 claims with EFTs for \$11,969.49 and checks # 20964-20979 for \$18,277.32.

	08-02-2022
Claims	\$17,652.59
Payroll	12,594.22
Total Paid	\$30,246.81

Signed by Steven Walk, Valerie Rogers and Emily Thomas

Any credit card charges that do not have a coinciding receipt will require a signed Affidavit of Missing Receipt form from the staff member that made the purchase.

Other

Compliments/Complaints

Teresa Holm thanked the public works team for repairing Hilltop Lane. It is much safer now for the residents to walk.

Dates to Remember

Adjourn:

With no further business, the council meeting adjourned at 7:28 pm.

Jamie Paden Mayor

Cheryl Loeffler, Clerk/Treasurer