

**REGULAR COUNCIL MEETING-REVISED**  
**MAY 3, 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 Pro-Tem Valerie Rogers called the May 3, 2022 regular council meeting to order at 6:11.

Town Council members present were Alisha Anderson, Jacob Warren, Steven Walk, Valerie Rogers and Emily Thomas. Mayor Paden was out of town for work.

Others present were Bryan Hicks; Perry Paden; Jerry and Judy Logan; Anita and Jay Shuman; Heather and Justin Gust; Lon Ottosen; Hunter Pederson; Dawn Hillsbery; Amanda and Madison Blood; Teresa Holm, Terry Phillips; Angela Walk; Anthony Schurr; Richard Ralidis; William Vasta; Devin Billington and Cheryl Loeffler.

The meeting opened with the Pledge of Allegiance.

**Councilman Absence**

Jacob Warren was absent from the April 19, 2022 regular council meeting and had not communicated that he would not be at the meeting to either the mayor or the clerk. There had been other communications to the clerk on the 9<sup>th</sup> but no mention of not being able to be at the meeting. Jacob thought that he had sent an email to let us know but neither the mayor nor clerk received one and apologized for not following through with notification.

**ACTION**

Steve Walk made the motion to not excuse Jacob Warren from the April 19, 2022 regular council meeting due to failure to communicate beforehand; seconded by Alisha Anderson. The motion was approved with 3 yes with Jacob abstaining. Valerie did not vote as mayor pro-tem.

**Engineer's Report**

**CDBG Project Sewer Replacement Portland Ave and First Street Alley (Portland to Seward)**

The bid opening for the construction phase of the project was about 1.5 weeks ago. Only one bid came in and it came in approximately \$189,000 above the engineer's estimate and exceeded the grant budget by \$140,000. The bid shows a unit price per foot of \$212/ft. and Bryan has seen other unit prices around \$50 to \$60 per foot. We had a meeting with CDBG and concluded that there is not enough funding available to fund this much overage. They have the ability to add about \$10,000 without having to go through the whole review process again which would prolong the time the contractor has to wait for the decision if the bid was accepted. The bidding atmosphere isn't great and there is no guarantee that another bid would come in any lower or if any other companies would even bid. Cheryl reached out to Commissioner Kuney's office to see about the possibility of obtaining ARPA funds. This would require submitting an application and going through the review process with no guarantee that the town would receive any funding from them for this project. The announcement won't be until the end of June, which is very near the date that the project should be completed for CDBG. We could go ahead and begin the construction phase of this project in good faith that funding will come through with no guarantee that we would get the funding and having to wait until possibly June for the answer if we would receive the funds. We could go ahead by accepting the original bid and begin the construction phase of this project in hopes that the funding will come through or else the town would be responsible for the funding shortfall. the possibility of having ARPA funds and they would not guarantee that the project would be accepted and still hard to ask the contractor to wait that long for an answer plus if we don't get the funding, the town would be left on the hook for the \$171,000.

We could execute a change order to the original project and reduce the scope of work by eliminating the cured in place pipe portion (CIPP), which is the portion of pipe replacement in the alley between Seward and Spokane Streets. Using this method decreases the damage done to the yards and landscapes. Removing the CIPP and lessening the amount of traffic control will reduce the bid to \$288,000, which is still above the grant budget but would be under the limit where it still has to go to commissioners for approval but not trigger a comment period.

The projects usually are completed by the end of June but a project extension is already being talked about and have expressed that they would more than likely be open to an extension. We will send the letter explaining the funding shortfall and asking for an additional \$40,762 to cover the revised project. The sooner we request the change order, the smoother the project should run. Unit price per foot was \$212/ft. other prices seen are unit price around \$50 to \$60 per foot.

### **ACTION**

Emily moved to revise the sewer replacement project by removing the CIPP portion of the project and to make awarding the project contingent on CDBG funding the cost overrun of \$40,762; seconded by Steve. Motion was approved 4-0.

### **Old Business**

#### **Security camera**

Jacob provided information about the parameters that should be set when video recording equipment is used to enhance public safety and security in a manner consistent with accepted rights of privacy. To be considered are the position and location of cameras, training for personnel and records retention were included in the information.

### **ACTION**

Emily moved to have Jacob Warren prepare a policy to set parameters for the town's use of video recording equipment that will enhance the safety and security of our citizens; seconded by Steve. The motion passed 4-0.

#### **EV Charging station**

Cheryl will move forward with the application process for the EV charging station.

#### **Dust control**

Alisha Anderson got bids for mag chloride application to the streets.

**Custom Spray:** Bid at \$1.75 per linear foot with two applications. Custom Spray provide their own water truck.

**Shamrock:** Bid at \$1.65 per linear foot for two applications. We have to provide the water truck.

Both companies have the first application at the beginning of season and second done in July.

In previous years and if the budget allowed, the town would pay a portion of dust control for those residents that paid for the application of product themselves. The council discussed to split the cost 50/50 up to 100 linear foot per residence with a maximum total budget limit of \$10,000. As an example, if someone were to ask to have the product put down on 200' of the road, the total bill would be \$356.73. The town would pay \$165 (100 linear feet x 1.65) for this resident's application and the rest would be the responsibility of that resident. The town will stop at \$10,000.

Devin will explore the possibility of purchasing the equipment that would convert one of our trucks into an applicator truck and then be able to do our own applications. He will talk with Tekoa since they have just put on to work.

According to the Transportation Improvement Board calculations, Fairfield has 19,840 linear feet of gravel roads. At the prices quoted it would cost the town \$37,532.32 at \$1.75 or \$35,387.62 at \$1.65. The council began the discussion of utilizing the utility tax that is collected every year for this purpose.

### **ACTION**

Jacob moved to table the discussion of using the utility tax for dust control; seconded by Steve.

#### **ACTION-Amendment**

Emily moved to amend her motion from the same meeting to notify the residents that we will be applying dust control but the price has not been solidified in the upcoming newsletter but the town would provide a match up to 100 linear feet for the residents who purchase the dust control, with the maximum matching budget set at \$10,000; seconded by Jacob. The amendment passed 4-0.

#### **101 N Jackson Proposed Housing Development**

After reviewing the Comprehensive Plan, most of the land at 101 N Jackson Road that would be involved in the proposed annexation and housing development lies outside our growth management area and according to the **RCW 35.13.005** Annexations beyond urban growth areas are prohibited. No city or town located in a county in which urban growth areas (UGA) have been designated under RCW 36.70A.110 may annex territory beyond an urban growth area. The only portion of this property that lies within the UGA is where the house is currently standing. The rest lies outside of the UGA. All of the property lies within the county. Nothing can happen with developing the property until it is annexed into the town.

The original plan was said to be for about eight to nine houses and the plan presented at the last meeting had 19 homes on lots between 10,000 to 20,000 sf. The town does have capacity for both water and sewer for the proposed project. The nearest manhole is by Kenos. Someone compared sizes of these proposed lots of .2 acre to the Wernz addition at .6 acre lots and Marll Court lots of .5. This makes the lots small.

Jerry Logan, who lives next door to this property, pointed out that the property is extremely wet and has at least two active springs. He invited the council to walk the property. He believes that a lot of base rock would have to be moved in, changing the terrain. There were also questions regarding whether environmental impact studies would be done.

Cheryl will invite Mr. Hurd to the next council meeting.

### **Cemetery maintenance contract**

The Cemetery Board has accepted the town's proposal of mowing the cemetery at a rate of \$40/hour which includes the use of the machine and labor. The town's maintenance must take priority. Devin will look into having Cody maintain the cemetery, giving him the extra hours, paid out of the cemetery fund.

### **Baseball Field**

The little league baseball season has just started. Anthony Schurr, a parent of one of the baseball players, came to the meeting tonight to present his concerns about the condition of the Pit. Val addressed his concerns with a brief history of how the maintenance of the field has worked over the years. The town has usually done the initial opening of the field and the game-to-game upkeep has usually been done by parent volunteers. This year the town was not notified that the kids were going to start practice early enough to get the field in playing condition. The port-a-potty is scheduled to be delivered on Thursday. Devin reported that the guys will get the field mowed.

The cultural survey has been completed and once the report is prepared and reviewed, the next step with the installation of the irrigation system can start. Nothing will happen now until after the baseball season is over though.

### **Flag Day**

With lack of youth activities on Flag Day, the service club would like to have kids have a chalk art competition and came tonight to ask council's permission to use the pathway that runs through Thiel Park for it. The chalk washes off. The time has not been set.

### **ACTION**

Steve moved to approve of the use of the pathway in Thiel Park for a youth chalk draw competition on Flag Day; seconded by Jacob. Motion approved 4-0.

Cheryl will get the port-a-potties and dumpsters ordered. The club suggested getting just the regular port-a-potties without the handwashing stations and have them placed in Hart Park, town shop, two at Thiel Park. A 1.5 cubic yard dumpster will be placed at the community center and the 2.0 cubic yard dumpster will be placed at the north end of Thiel Park.

### **NEW BUSINESS**

#### **Digital sign**

Sprint has been the provider for the static IP address that allows communication between the sign and the computer. Since Sprint was bought by T-Mobile and have gone to 5-G, our equipment is obsolete. After working with the provider, they cannot provide the equipment needed to run the reader board. We can purchase the controller and necessary equipment from Stewart Signs, which is where the sign was purchased for approximately \$1,403 plus shipping and then a cellular connection for \$800 for five-years or \$1,598 for a lifetime plan.

Tabled until next meeting Jacob will look into this.

#### **Mosquito fogging**

Kevin Turnbough will be the licensed applicator for mosquito control but will have to have an assistant with him since he just had surgery on his shoulder.

### **ACTION**

Emily moved to approve Kevin Turnbough and his assistant to act as the licensed applicator for the mosquito fogging; seconded by Alisha. Motion was approved 4-0.

#### **Team Up to Clean Up**

Spokane Solid Waste has a program that provides all the equipment needed for teams to clean up the roadsides and then they will arrange to have the litter picked up by the Geiger inmates. With the upcoming road construction and after looking at calendar, there is not a free time before Memorial Day nor Flag Day that we can get this accomplished. Cheryl will try to get something set up with Latah and Rockford later so that only one trip would have to be made to pick up the bags of litter.

#### **Military Wall of Honor**

Things are progressing right along. Nothing special needed at this time.

#### **Department report**

##### **Financial Dept**

The 2022 budget notes and the current treasurer's report were provided to the council. Steve explained where the revenue that the town receives comes from and how it is distributed between the different funds.

**Public Works Report**

**Sewer:**

- WW samples going in this week.
- New sewer camera was purchased.

**Streets**

- We will be sweeping the gravel and sand, and prepping roads for street sweepers.

**Parks**

- Weed control will occur as weather allows.

**Water**

- AMI water meter system. Continuing to install meters. Plan update for communication. Correct Equipment out Thursday.
- Bacteria sample going in this week.
- Install of SO#2 water meter.

**General:**

- Chipping Day May 14<sup>th</sup>, 08:00-3:00

**An Example of a Regular Task:** Mowing (24 HRS/Week.)

Although this is a simple task to mow the lawns, Fairfield has a lot of grassy areas causing it to be time consuming. We mow the well houses, reservoirs, Theil Park, Hart Park, Hahner's Field, The Pit, museum, library, community center, and roadsides. For the most part in spring all areas are mowed weekly. We may reduce the frequency of mowing based on need later in the year as areas are not being watered or growing as fast. As of this year Fairfield will also be mowing our cemetery/ This will add time to our mowing schedule, but we anticipate this to work out well for both the Town and The Cemetery District, benefitting both parties.

**Approval of the Minutes from April 19, 2022 regular council meeting**

Emily moved to approve the minutes with the names listed of the council member that abstained voting; seconded by Jacob. The motion was approved 4-0.

**Approval of the May 3, 2022 Claims**

Steve moved and Alisha moved to authorize paying the claims of May 3, 2022 with EFTs for total amount of \$13,244.93 and checks #20863-20878 for a total of \$15,018.24. The motion was approved 4-0.

	05-03-2022
Claims	\$15,326.70
Payroll	12,936.47
Total Paid	\$28,263.17

Signed by Steven Walk, Emily Thomas and Alisha Anderson.

**Compliments/Complaints**

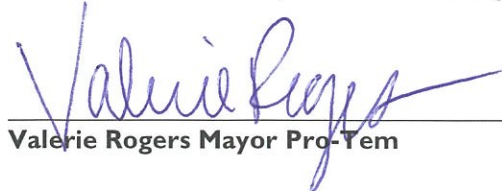
Hunter Pederson reported that he has seen several neo-Nazi stickers placed on utility poles around town. He did call Crime check and then Hunter took them all down. This would be another excellent reason to bring in the Neighborhood Watch Program.

**Dates to Remember**

- May 13** Cheryl will be attending conference in Spokane
- May 14** Chipping event  
License plate convention on 5-14 8-3 in community center.

**Adjourn**

With no further business, the council meeting adjourned at 8:58 pm.

  
 Valerie Rogers Mayor Pro-Tem

  
 Cheryl Loeffler, Clerk/Treasurer