

REGULAR COUNCIL MEETING

AUGUST 16, 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 August 16, 2022 regular council meeting to order at 6:01 at the Community Center.

Town Council members present were Alisha Anderson, Steven Walk, Valerie Rogers and Emily Thomas. Mayor Paden was absent due to work commitments.

Jacob Warren submitted his resignation this afternoon by email, effectively immediately. Mayor Paden asked Valerie Rogers to step in as mayor pro-tem and to thank Jacob for his council duties over the last eight months.

Mayor Pro-Tem Rogers announced that the vacancy for council position #2 will be posted on the bulletin boards in the post office, town hall and the bank as well as Fairfield's Facebook page and the Community page. Letters of Intent will be accepted until August 31st.

Others present were Perry Paden; Josh Stanley, Erica Warren; Justin Gust, Amanda and Brian Blood; Angela Walk; Don Harris; Bill Enzler; Leah and Anthony Schur; Juanita and Bob Angus; Ricky Kelley; Terry, Sarah and Amelia Phillips; Dawn Hillsbery; Teresa Holm; Debbie Cato; Sandy Cook; Richard Ralidis; Devin Billington and Cheryl Loeffler. There was also a Spokane County Sheriff present tonight.

The meeting opened with the Pledge of Allegiance.

Engineer's Report

Conley Annexation

Work order #3 qualifies as part of the General Service Agreement that the town has with Century West. The work order authorizes Century West to provide technical support and assistance for annexation review of a portion of Parcel #42242.90146; to review the annexation request for impacts to the town services and provide the summary for support of decision on annexation request and to coordinate with Spokane County Planning and MRSC for annexation review requirements. Work Order #3 is not to exceed \$1,502 for these services.

ACTION

Emily Thomas moved to approve Work Order #3, not to exceed \$1,502 for technical services and assistance for the Conley Annexation Review Assistance; seconded by Steve Walk. Approved 3-0.

CDBG Grant for Sewer Improvement Project

The pre-construction meeting for the sewer project was held on August 10th. Mayor Paden, Devin and Cheryl attended the meeting but there was no other council present or on ZOOM. NNAC is planning to start Monday, August 22nd. They will post notifications on the houses affected by the project. Cheryl has posted the project timeline on the bulletin board and on the town's Facebook page. It will be done in two phases with the final cured-in-place-pipe (CIPP) portion to be completed in October.

Transportation Improvement Board (TIB)

Bryan prepared a grant application for pavement repair and crack sealing in multiple locations around town for the 2022 Small City Maintenance Program (SCMP). This project will be put out on the small works roster and hopefully completed as efficiently as possible. The total cost submitted is \$41,960.

ACTION

Steve moved to submit the grant application to TIB for the 2022 Maintenance project to be done in multiple locations around Fairfield; seconded by Emily. The motion was approved 3-0.

There are some streets around town that need to have maintenance done but they do not meet the criteria for TIB funding. Bryan will look into other types of products and even other funding sources.

Guest

Justin Gust

Justin read a letter that he prepared regarding a major complaint with the behavior and actions of then councilman Jacob Warren.

Perry Paden

When Jacob Warren presented his report at the August 2nd council meeting, Perry Paden took it as comments made on behalf of the council. Perry Paden addressed those allegations regarding the distribution of the CARES Act funds that were made towards then councilwoman Jamie Paden and himself by Jacob Warren. After Perry had completed his presentation, councilwomen Valerie Rogers and Emily Thomas both expressed that Jacob Warren did not speak on their behalf.

Based upon the comments from residents Gust and Paden, Councilman Steve Walk followed up with bullet points outlining the actions of councilman Jacob Warren over the eight months he sat on the council.

Old Business

Security camera

With the resignation of councilman Warren before this was completed, Cheryl will begin looking into the security camera policy of other communities.

Digital Reader Board

Will discuss at next council meeting.

Utility Overage Bill Adjustment Policy

A policy that would offer a billing adjustment to qualifying utility account holders when a leak is detected was presented to council for approval. There are several limitations that will guide who is eligible for this adjustment and it does not exempt an account holder from their responsibility of paying the utility bill.

ACTION

Steve moved to approve the Utility Overage Bill Adjustment Policy; seconded by Alisha. The motion was approved 3-0.

Cheryl will put this information in the next newsletter.

Fairfield Improvement Board (FIB) update

505 S 1st follow up

The owner provided proof that the RV is now licensed and registered. It has been moved but it is now further away from the sewer line. She will need to be reminded that she cannot live in the RV for more than 14 days and then it must be removed from the property for at least 16 days. Disposal of any waste must be done in the appropriate manner.

312 W Hamilton follow up

The homeowner's have removed the items of concern that were placed on the town's property so that complaint has been satisfied. They also submitted a building permit for the daylight basement that has already been completed. This was signed by Justin Gust and Mayor Pro-Tem and Cheryl will forward the permit application to the county.

NEW BUSINESS

Community Church Service Day

Debbie Cato is the minister of the Community Church and the members have been discussing having the 5th Sunday of a month be a community service project day. She has been discussing this with Cheryl and came up with some projects that could be done at the community center. The suggestions are to clean the windows and blinds on the inside while others could be outside removing and replacing some of the overgrown shrubs. They can provide the manpower but the town will have to provide the shrubs. There was discussion to ask Garth from Conservation District to help with the design and plant materials for this area. The council agreed that this is a great idea. Pastor Debbie also asked for ideas for future 5th Sunday projects that will help the community.

Public Works Report

Sewer

The Portland/Alley sewer project to commence on August 22.

Street

Parks

Baseball field sprinkler quotes coming in. Could use some help relocating the baseball diamond.

Water

Water leak at 101 N. 1st Street. Owner was advised three years ago to fix the problem but had not done so.

Air in water with the probable cause being the storm last week.

General

Food bank and shop drainage project is progressing.

An Example of a Regular Task: Tree and Shrub Maintenance (HRS)

The Town of Fairfield must maintain the trees and shrubs within certain guidelines to ensure that fire hydrant locations are easily identified by firefighters and accessible for the firefighters to operate. Fairfield also maintains trees over sidewalks and roadways to ensure traffic may safely move through. Fairfield will be working on maintaining any trees that do not comply with these standards starting again this fall. We ask that if you have trees or shrubs on your property not in compliance that you address them before we do. This will help us out a lot. Thank you for your help in advance. Guidelines below. With the hot dry weather maintaining trees and shrubs around our town and around your property allow for a defensible space that assists in preventing damage or loss and spread of a wildfire. We highly encourage everyone to take the time to take care of what you can to optimize the safety of our community.

- All branches overhanging roads should be no lower than 14 FEET.
- All street signs must be visible from the roadway.
- All branches overhanging sidewalks should be no lower than 7 FEET 6 INCHES
- There should be no obstructions within 5 FEET of any direction of a fire hydrant.
- All water meter boxes should be reasonably accessible without obstruction for town staff.

Department Report-Parks

Valerie Rogers reported that the parks have been busy all summer long.

- Sprinkler system going in at the Pit along with a facelift with the baseball diamond being moved. This will allow for better parking and less sun in the player's eyes. There is a group of people willing to help with these improvements.
- Thiel Park has been used a lot and the gazebo has been rented for several different occasions. The swings have been updated and a tetherball has been installed.
- The basketball court is used regularly in Hart Park.
- An outdoor learning grant opportunity came in but is due on August 19th.
- At the end of Kevin Ottosen's presentation to council last week, he suggested bringing in more activities to the parks such as concerts, competitions, summer activities. If anyone has ideas or would like to put an event together, please don't hesitate to reach out to the council.

Approval of the Minutes from August 2, 2022 regular council meeting

Emily noted that the second for the 8-2-22 claims was left off and corrected it to show Steve making the second for the 8-2-22 claims and that under the notes from Kevin Ottosen's presentation, the wording regarding fire prevention was changed to read that it is community members lacking in being proactive for fire prevention.

ACTION

Emily moved and Steve seconded to approve the minutes of the August 2, 2022 regular council meeting with the amendments added. The motion was approved 3-0.

Approval of the August 16, 2022 Claims

Steve moved and Alisha seconded to approve the August 16, 2022 claims with EFTs for \$8,314.02 and checks #20980-20989 for \$11,781.70. The motion was approved 3-0.

	08-16-2022
Claims	\$11,664.23
Payroll	8,431.49
Total Paid	\$20,095.72

Signed by Steven Walk, Valerie Rogers and Emily Thomas

Other

with the Spokesman Review and Spokane Public Radio were here with the Range Clinic on August 12th to do a story on the future of rural medicine. Fairfield is more than likely serving as a model for rural communities with no convenient medical access. The next time the clinic will be here, KXLY and the Inlander will be down to interview the mayor and others.

Compliments/Complaints

Dawn Hillsbery thanked Devin and public works for fixing her driveway after the Northridge Sewer Project. She said it looks great.

Some ideas thrown out for activities in the parks would be to decorate for Christmas, work at eventually making it into a Christmas wonderland to attract visitors.

Contacting the library district to perhaps utilize the park for their summer programs and even after school programs.

Music in the park.

Dates to Remember

August 18th

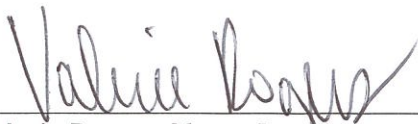
Cheryl out for doctor appointment

August 26th

Cheryl out for company

Adjourn:

With no further business, the council meeting adjourned at 8:01pm.



Valerie Rogers, Mayor Pro-Tem



Cheryl Loeffler, Clerk/Treasurer