

REGULAR COUNCIL MEETING
DECEMBER 6, 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 Valerie Rogers called the December 6, 2022 regular council meeting to order at 6:00 at the Community Center.

The meeting opened with the Pledge of Allegiance.

Town Council members present were Steven Walk, David Rafferty and Emily Thomas. Alisha Anderson was out sick. Heather Gust was not present.

Others present were Erica Warren, Devin Billington and Cheryl Loeffler.

Engineer's Report

Bryan Hicks and Century West have completed their review and final inspection of the 2022 CDBG Sewer Improvement Project and found the work, including the punch list items, to be complete and acceptable as of October 19, 2022. Based on their review, they recommend that the Town of Fairfield accept this project. The correction period is two years and begins on the date of physical completion, which is October 29, 2022.

ACTION

Emily Thomas moved that the Town of Fairfield follows the recommendation from Century West and accept the 2022 CDBG Sewer Improvement Project as complete, seconded by Steve Walk. Final acceptance recommendation of the 2022 Sewer Improvement Project from Century West passed 3-0.

PUBLIC HEARING FOR THE 2023 PRELIMINARY BUDGET RESOLUTION 2022-05 2023 PROPERTY TAX LEVY

Mayor Rogers opened the public hearing at 6:05. The council members and audience were given the preliminary budget to review.

Question: Will we be making the additional payment on the \$98,000 USDA grant?

Answer: Yes. We will be paying an additional \$14,032.09 to USDA for the loan #3 which is the loan for \$98,000. We will also make an additional payment on the solar array project. Since there is no revenue generated, we will leave enough in that fund for the payment next year. The grant is now closed and we have received the final payment of \$2,158.

Question: What about the line item slated for an interfund transfer from the Current Expense to the Sewer Capital fund that has no dollars assigned to it.

Answer: That transfer was for the Northridge Sewer Project from the ARPA funds and will not be used in 2023.

Erica asked about receiving an amortization schedule for the sewer loans.

Question: Do you want to keep the \$200 interfund transfer from the General Fund to the Fairfield Youth Fund:

Answer: Keep the line item as a placeholder and transfer funds only if the youth group starts up.

With no further questions or comments, Mayor Rogers closed the public hearing at 6:38pm.

The Final Budget will be approved on December 20th.

Old Business

Old Fashioned Christmas & Tree Lighting event

Amanda Blood was not able to be at tonight's meeting to give her report but Valerie Rogers reported on how it went at their business "What-A-Kitchen" which is where Santa and the crafts were located. They felt that the traffic for Santa was down but it has been three years since the last one plus not having Santa at the bank but in a completely different location this year probably played into the lower turnout. Also, it is always a very busy weekend with school sports and other activities. Having a map available that shows the different locations in our community might be a good idea.

Food Bank Lease

This will be moved to the next meeting.

New Business

Council resignation

Heather Gust has turned in her resignation from council, effective immediately, stating personal issues and is moving out of Fairfield. Since Cindy Davidson pulled her intent at the last minute from the previous vacancy, Cheryl will contact her to see if she would be interested to resubmit her intent.

Recycling grant

Cheryl is looking at a grant through Dept of Ecology for a recycling. We're looking into the funding for updating the recycling box and making it accessible to everyone and possibly moving it to a different location. The webinars are very complicated and determining if we can collaborate with Spokane Solid Waste but they may be going in a totally different direction and we may be on our own. More to be determined later.

Broadband PDA

Spokane County sent this as information and no action from the town is needed. Public Development Authority (PDA) be established for the purposes of overseeing regional broadband efforts. The PDA will be a "lightweight entity" dedicated to ensuring the voice of each community's needs in strategic planning and the voice of Spokane County overall at the State and Federal level for broadband initiatives. The PDA will become the lead entity in public sector required grant submissions in place of the County. Proceeds from infrastructure investments will be set to ensure ongoing revenue streams back to local communities through the PDA. This will allow towns and cities the ability to leverage large-scale assets without the having to stand up a new function on their own. The PDA will work to ensure the broadest access for Internet Service Providers and other entities for end user subscriber expansion and adoption.

Public Works Report

Sewer

- Samples going in on Wednesday.
- Manhole Hilltop Ln-overflowed and Roto-Rooter had to be called out. Will review the cause once they send their invoice.

Streets

- Sidewalk on McNeil has not resolved yet.
- Sanding truck conversion, bed on working on lighting and will be mounting sander to bed, tank to come in the spring.
- Snow plowing, widening roads and applying ice melt.

Water

Water leak at WWTF noticed thanks to new meter, we will begin repair this week.

An Example of a Regular Task: *Snow Removal (HRS)*

Snow removal takes varying amounts of time depending on how much snow we get. In general, we start plowing Main St., and Hilltop at 2" and the rest of town at 3" per our Snow Removal Policy. When we plow, we start with arterials and access areas to town, then bus routes, and then our lesser traveled roads, alleys, and dead ends per quadrants. The town was separated into quadrants to allow for a better understanding of order of plowing for both our plow operators and the citizens. The quadrants we start to plow in are based on the week of the month and then move chronologically from there. When snow comes The Town's priority is to ensure safe travel on the roadways through methods of plowing and deicing. We are limited with budget, materials, equipment, and our operators can only safely work for so long and are required to take breaks. We understand that snow can be frustrating, but I assure you we are going to do our best to keep the town roads opened and safe for travel while minimizing impact on everyone. We do our best to not plow in any driveways, ultimately the snow must go somewhere, and we cannot completely prevent all berms. We ask that you assist in snow removal by taking care of sidewalks and fire hydrants out along your property lines. Please be considerate to all and make the work easier and more efficient for our plow operators by being conscientious of where you park your vehicles and to remove trash cans in a reasonable amount of time after trash has been picked up. If there are any concerns with snow removal to properly address these concerns, please call or email Devin. (509) 995-4059 Publicworks@FairfieldWA.com

PRIORITIES AND SCHEDULE FOR WHICH STREETS WILL BE PLOWED

- Hilltop Lane
- Main Street
- Bus Routes
- Quadrants rotated weekly to include the arterials, secondary streets, alleys and dead ends
 - Quadrant #1 Intersection of 1st and Main Street Southeast
 - Quadrant #2 Intersection 1st Street and prairie View northwest
 - Quadrant #3 First Street and Main Northeast
 - Quadrant #4 First Street and Carlton southwest.

Approval of the Minutes from November 15, 2022 regular council meeting

ACTION

Emily Thomas moved and David Rafferty seconded to approve the minutes of the November 15, 2022 regular council meeting as read. The motion was approved 3-0.

Approval of the December 06 2022 Claims

Steven Walk moved and Emily Thomas seconded to approve the December 20, 2022 claims with EFTs for \$12,459.41 and checks # 21085-21110 for \$25,708.33

	12-06-2022
Claims	\$23,830.78
Payroll	14,336.96
Total Paid	\$38,167.74

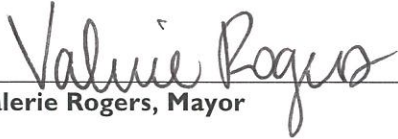
Signed by Steven Walk, David Rafferty and Emily Thomas

Other

Valerie is working on an agenda format and will have it so she can present it to the council. She would also like to do the required training for council members during the regular meetings. Cheryl will find the required online trainings.

Dates to Remember**DEC 26****OFFICE CLOSED FOR CHRISTMAS****JAN 2****OFFICE CLOSED FOR NEW YEAR'S****Adjourn:**

With no further business, the council meeting adjourned at 8:36 pm.



Valerie Rogers, Mayor

Cheryl Loeffler, Clerk/Treasurer