

REGULAR COUNCIL MEETING

JULY 18, 2023

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 July 18, 2023 regular council meeting to order at 6:03 at the Community Center.

The meeting opened with the Pledge of Allegiance.

Town Council members present were Alisha Anderson, Brady Collinson, Diane Kooyman, David Rafferty and Emily Thomas.

Others present were Kevin Smith of Patera, Debbie Cato, Richard Ralidis, Devin Billington, Jared Harward and Cheryl Loeffler.

Correspondence and/or Guest

Kevin Smith from Patera/Ziply came to council tonight asking for a letter of support from the council that states that the council would allow Patera/Ziply to come into town and be the sole provider for broadband. The council has already signed an interlocal agreement (ILA) with Broadlinc, Cheryl will contact Arianne Schmidt to find out how signing this letter of support would affect the ILA.

Public Comments

There were no public comments tonight.

Public Hearing for TIP/CIP Six-Year Plan Resolution 2023-02

Mayor Rogers opened the public hearing for Resolution 2023-02 the Six-Year Plan for TIP/CIP at 6:25. She explained the purpose of having this six-year plan in place.

- Both bridges need to have the repairs done that have been suggested by the county. Make the Ticknor Bridge a priority.
- 2nd Street from Carlton to Hamilton.
- Repair Hamilton Street from 1st to 4th.
- Sidewalks
- Upgrade the pedestrian crossings at Thiel Park, both north and south ends.
- Fence along Thiel Park.
- Change "Parks" to "Park Improvement" Pickleball
- All remaining items on the list will have the years updated.
- Remove the repeated TIP section

With no further comments, Mayor Rogers closed the public hearing at 6:54. The resolution will be approved after the changes have been made.

Old Business

Office Update

The flooring contained some asbestos so the area was sealed off for a time, which slowed progress down. Cheryl will check with the staff at PNW about renting some office space from them while the repairs are made to town hall.

Purchasing of Trailer

Cheryl reported that the Rockford Lion's Club may have a trailer for sale that could work for the lawnmower. She will contact Steve Foley to verify.

Speed Limit Signage

Devin has ordered new signs to be installed on Prairie View. It was decided to place one right after 4th Street heading west. The County will be contacted about the use of their mobile radar signage. The council discussed to begin to look into possibly purchasing additional radar signs to eliminate the rotation of the two we already have and have one placed at each main entrance into town.

Summer Lunch Program and Swim Bus

The programs have been having difficulty finding volunteers this year. Jerad Harward, the new deputy clerk has not been able to work the designated hours with the office issues so he suggested letting him be the additional help with the lunch program and also, be the chaperone on the swim bus. That way, the programs have the help they need and he gets the hours he was hired to work. The lunch program is expecting an inspection sometime in August.

ACTION

Brady Collinson moved to have Jared Harward, the new deputy clerk, use his designated hours to be the additional help with the Summer Lunch Program and to be the chaperone on the Swim Bus and will be paid the designated wage of \$17/hour, seconded by Alisha Anderson. The motion was approved 5-0.

There have been some issues that have come up during the lunch program. The children are only to be in the large room while having their lunch and then to be outside. All doors will be closed so there will be no access except for the staff, into the storeroom and furnace room, Levi's Room or on the stairs that go upstairs. Cheryl will check with Bob Obernolte about the possibility of making a lock for the doors to Levi's Room.

Community Picnic and Movie Night

The Farmer's Market will set up their vendors away from the gazebo for the community picnic. Public works will get the long tables and the screen down to the park. Jared has the sound system and he will set that up and the movie. Either Rafferty's or Loeffler's will provide the grill. Dinner will start around 6:00. Brady will stay and help take down the screen. "The Sandlot" will be the movie. Cheryl will get the supplies in town. Invited Range Mobile Clinic down for promoting themselves.

New Business

Mayor Pro-Tem

ACTION

Emily Thomas moved to approve the appointment of David Rafferty to Mayor Pro-Tem; seconded by Brady Collinson. The motion was approved 4-0 with David abstaining.

Vacation Bible School

The Community Church is putting on Vacation Bible School August 7&8 and will start at 1:00, immediately following the Summer Lunch Program. It will be for ages 5-11. They would like to use the community center.

ACTION

Emily moved to allow the Community Church to use the community center for their Vacation Bible School on August 7th and 8th, utilizing the community service hours, seconded by Alisha. The motion was approved 5-0.

There are no guidelines on how and who should utilize the community service hours for the community center. It was suggested that the council produce what community service sponsor hours would look like and then bring those to the council meeting and develop a rubric for qualifications.

Community Garage Sale

Terry Ottosen will take this project on. Cheryl will help with the map.

Executive Session

Mayor Rogers called an executive session at 8:10 for RCW 42.30.110(f) To receive and evaluate complaints or charges brought against a public officer or employee. The session should last no more than 15 minutes.

The regular council meeting resumed at 8:25 pm

Public Works

Sewer

- Sewer project main street alley is expected to start on July 24,2023
- Sewer main/service install project Prairie View expected to start August 1, 2023

Streets

- Tank has arrived for Truck #35 (due to current plans and projects installation of tank and pump are an extended eta)
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Parks

- Hart Park is being watered and just upped the length of time of watering.

Water

- Water meters being swapped out. About 20 left to install.
- Water service installation to begin in August 2023 on Skyview/Wernz.

General:

- Servpro at Town Hall

An Example of a Regular Task:

Park Checks (15MIN - 1 HR)

Park checks are done daily, taking an hour to check on Mondays and Fridays to clean bathrooms, check trash, and clean up anything out of place at the parks. Throughout the week we check parks daily and if there is no mess this will only take about 15 minutes. This year we have fortunately not been finding much vandalism or damage to our parks. Thank you, Fairfield, for taking pride in, and respecting our community. By taking less time on this when checks go well, we are able to accomplish other tasks to further benefit our community.

Devin was asked to put some gravel and grade the road to the Pit.

The town will not be doing dust control this year at all. Without any moisture in the roads, they cannot be graded so there is really no point in applying product. If residents want to organize their own applications, they are free to do so.

Department/Council Reports Diane and Cheryl finance

Diane Kooyman gave her report on finance.

Approval of the Minutes from July 05, 2023 regular council meeting

ACTION

David Rafferty and Diane Kooyman moved and seconded to approve the July 5, 2023 regular council meeting minutes. The motion was approved with 3-0 with Emily and Alisha abstaining.

Approval of Claims

ACTION

Emily Thomas and David Rafferty moved and seconded to approve the July 18, 2023 claims with EFTs for \$16,614.08 and checks numbered 21326-21332 and 21341-21343 for \$18,200.59. The motion was approved 5-0.

Checks #21333-21340 were used previously and out of sequence.

	07-18-2023
Claims	\$16,539.50
Payroll	18,302.17
Total Paid	\$34,814.67

Signed by Brady Collinson, David Rafferty and Diane Kooyman

Other

Hardship Grant

The council reviewed the utility hardship application for account #1916. They are asking for \$500.

ACTION

Brady moved to approve the hardship grant for \$500 for Account #1916, seconded by Alisha. The motion was approved 5-0.

Dates to Remember

July 26

Farmer's Market & Community Picnic and Family Movie Night

Adjourn

Emily moved to adjourn at 8:38 pm.

Valorie Rogers, Mayor

Cheryl Loeffler, Clerk/Treasurer