

REGULAR COUNCIL MEETING
SEPTEMBER 5, 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 September 5, 2023 regular council meeting to order at 6:01 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 Justin Gust and Brandon Crume, Devin Billington and Cheryl Loeffler.

Old Business

Office Update

After conferring with RMSA about the lack of communication and no work being done by Servpro for quite some time, they agreed to switch companies to Ward Construction to finish the office reconstruction. There will be an electrician out next week to put in the new electrical panel. The project is anticipated to be finished in about a month.

Working From Home

While the office was still the topic of discussion, Mayor Rogers stated that she is being asked how the council decided to go ahead and allow Cheryl to work out of her home while the office was being worked on. At that time, everyone thought that the displacement would not be for more than a couple of weeks and thought it would be easiest to only move once. Since it has lasted so long, it was then agreed to move down to PNW until the project is completed. Valerie has been watching Cheryl's timecards and there has not been any drastic change in the number of hours worked. All the work is getting done and in a timely fashion. Cheryl has not been compensated in any way for the use of her home as an office. Val also asked why the community center was not utilized and the council all remembered discussing that and the decision was made not to use it because there is really no area in the building that an office could be set up that would give a view of who was anyone coming into the building which could be a potential unsafe situation. The council all agreed that the right decision was made.

Recycling – Again

There were several large boxes that had not been broken down and when trying to get them pulled out to break them down, four of them were filled with what looked like pants for some kind of youth sports and also another one filled with belts for those pants. There was also a large inflatable pool that was pulled out. There was no identification on any of those boxes.

The council will work on a policy that is very detailed on what constitutes illegal dumping and that the person doing the illegal dumping would be identified by any means possible. Cheryl will contact Spokane County Solid Waste for more signage to post everywhere.

RCO Park Deferred Maintenance Grant

This grant is available for park maintenance projects that there usually no funds for. Amounts from \$35,000-\$100,000 and there is no match required from the town.

The grant application is due September 18th. Devin and Cheryl are asking for the council's permission to complete and submit the grant since the next council meeting will be after the due date. Ideas would be to resurface the tennis court, the pathway and well house in Thiel Park and replace the fence in Thiel Park. We will work with Allison Dellwo from RCO to make sure that these projects would fit the criteria of the grant.

ACTION

David Rafferty moved to give Devin Billington and Cheryl Loeffler permission to complete the RCO Deferred Park Maintenance Grant application up to \$100,000; seconded by Alisha anderson. The motion was approved 5-0.

Improvement Board

Building Permit 2022-03 210 N Fairweather

The Improvement Board recommends approval of the 2022-02 Building Permit for 210 N Fairweather. They will not be changing the footprint of the house.

ACTION

Brady Collinson moved and Diane Kooyman seconded to accept the Improvement Board's recommendation and approve Building Permit 2022-02 for 210 N Fairweather. The motion was approved 5-0.

New Business

Town of Fairfield Facebook Page and Fairfield Washington Community Group Concerns

Recently there has been some confusion expressed regarding the official Town of Fairfield Facebook page and the Fairfield, Washington Community Facebook Group, who can post on the Town of Fairfield page and why there are two different pages.

1. The **official** Town of Fairfield Facebook page is identified with a picture of the Flag Day Float.
2. Posts are made to notify the residents of upcoming events or other information that is pertinent to the town.
3. There are currently three administrators and they are the only ones that can post on this page. Anyone is allowed to comment on these posts.

The Fairfield Washington Community Group

1. This is an independent group and is not affiliated with the official Town of Fairfield page.
2. It is strictly a "group" in which you have to be accepted as a member.
3. Comments made in this group are subject to be cleared and/or disputed by administrators.

Since the Fairfield, Washington Community group is not the official Town of Fairfield page, the council will not respond to complaints that are presented there. They also want to express that if anyone has a complaint that would require action from the council, that complaint must be submitted to town hall on the official complaint form that can be obtained from town hall or going to the Fairfieldwa.com website. The forms must be signed to be an official complaint.

The council also stresses that there is no conflict of interest with the two Facebook pages since they are not associated at any level. Cheryl will continue to post on the official Town of Fairfield Facebook page. These posts can then be shared to the Fairfield, Washington Community Page. The whole idea for using the Facebook page is to get information out to the public.

Town of Fairfield employees council members, appointed Fairfield Improvement Board members and mayor have the same opportunity as other citizens to post in the Fairfield Washington Community Page group. Restricting the above people from posting in this community group could possibly be a violation of their 1st Amendment rights.

Placement of Political Sign Concerns

Mayor Rogers has also been asked about the placement of political signs and she asked the council for help clarifying the rules. As a general rule, public rights-of-way which include parking strips are only an easement and the underlying property actually belongs to the abutting property owner. The property owner or tenant determines what signs are placed in that parking strip. According to Municipal Research and Service Center (MRSC), political signs (and now other non-commercial temporary signs) cannot be prohibited in the areas between the street and sidewalk (or in the unpaved section of the right-of-way where there is no sidewalk), commonly referred to as the "parking strip." However, political signs can be prohibited in the untraveled area of a right-of-way that does not involve parking strips, such as in boulevard medians or in the middle of roundabouts or any other location that their presence could possibly cause an accident. The signs can be placed in front of an employee's home and it is not an abuse of public resources.

Additional Election/Political Information

Places such as the town parks and/or community center may be used for political events as long as that event is open to the public and that everyone would have the same opportunity to use those facilities.

2024 Budget Season

It's time to start working on the new budget. The workshops will be on the 2nd and 4th Tuesdays in October. The council and staff should begin making their wish lists and include prices for the items.

Public Works

Sewer

- Sewer project Main Street alley.
- Sewer main/service install project Prairie View.
- Sewer samples next week.

Streets

- Grading to come with the wet weather.

Parks

Brandon Crume presented his idea of the layout of the disc golf course. All of them will be placed on concrete and will be bolted down to the concrete to avoid vandalism and theft.

Disc golf suggested locations:

Between the four trees in front of the water tower

Three trees up from McNeil

Big tree by basketball court

Main and Fairweather near the fire hydrant, 45 degrees off corner

Corner of Main and McNeil by big spider tree

ACTION

Diane Kooyman moved to install the three disc golf baskets the town already owns in Hart Park following the maps suggested by Brandon Crume and public works, seconded by David Rafferty. The motion passed 5-0.

Water

- Water samples next week.
- Sanitary Survey August 23rd.

General

Ward Construction at Town Hall. – Electrician out week of the 11th, construction will start from there.

An Example of a Regular Task:

Sanitary Survey (5 HRS)

"What is a sanitary survey? A sanitary survey is an inspection of a public water system's facilities, operations, and records. Inspection is one of the ways we identify conditions that may present a public health risk. The state drinking water rule (chapter 246-290 WAC) requires all Group A public drinking water systems to have a routine sanitary survey once every 3-5 years. About 1,000 sanitary surveys are conducted by the Office of Drinking Water, local health jurisdictions (LHJs), and contract surveyors each year." ~ <https://doh.wa.gov/sites/default/files/legacy/Documents/Pubs/331-477.pdf>

The Town of Fairfield was evaluated by DOH through a Sanitary Survey in August. Thank you to Council member Kooyman for your attendance. A report was sent to the town with the notes and outcome of the survey that was performed. Fairfield now has 45 days from the date of the note sent to address any of the issues in the provided paperwork. DOH breaks down the outcome in Significant Deficiencies and Significant Findings, Observations, and Recommendations. Significant Deficiencies and Findings are items that have the potential to pose a health risk and must be addressed. The Observations and Recommendations are more of a suggestion by the state to ensure the water system is best taken care of and functions as best possible. For questions regarding our Sanitary Survey please feel free to contact Devin (509) 995-4059.

Department/Council Reports

Alisha Anderson gave her quarterly report on the parks.

Brady Collinson will give the sewer report at the next meeting.

Approval of Minutes

Diane Kooyman wants the word appointed to SCRAPs Advisory Board changed to nominated to the board.

ACTION

Emily Thomas moved to approve the August 15, 2023 council meeting minutes with the above wording change; seconded by Diane Kooyman. The minutes were approved with 4 yes votes and Alisha abstaining.

Claims

Emily Thomas moved and David Rafferty seconded the September 5, 2023 claims with EFTs for \$17,541.03 and checks numbered 21373-21409 for \$25,783.45. The motion was approved 5-0.

	09/05/2023
Claims	\$21,827.45
Payroll	21,497.03
Total Paid	\$43,324.48

Check #21372 & 21381 were voided.

Signed by Emily Thomas, Diane Kooyman, Brady Collinson and David Rafferty.

Other

The WFOA annual conference is in Spokane September 20-22. Cheryl is working with them to get Jared a scholarship to go.

Dates to Remember

Sept 7


Cheryl appointment

Sept 9

Fall Festival and Farmer's Market in Thiel Park

Adjourn

Brady motioned to adjourn the meeting at 8:26.



Valorie Rogers, Mayor



Cheryl Loeffler, Clerk/Treasurer