

REGULAR COUNCIL MEETING - CORRECTED
JANUARY 2, 2024
6:00 P.M.
COMMUNITY CENTER

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 David Rafferty called the regular council meeting to order at 6:00 pm and opened with the Pledge of Allegiance.

Clerk Cheryl Loeffler swore in the new council members Brady Collinson, Cynthia Davidson, BillENZler and Amanda Blood and then the new mayor, David Rafferty.

Others present were Diane Kooyman, Terry Phillips, Brandon Crume, Richard Ralidis, Tony & Mary Sparks, Justin Gust, David Watling, Madison Blood, John Cory, Mr. & Mrs. Rafferty (David's parents), Stephanie, Scotti, Elyn and Rory Rafferty, Devin Billington and Cheryl Loeffler.

Excuse council absences

ACTION

Brady Collinson moved to excuse Alisha Anderson from tonight's council meeting due to family obligations; seconded by Cynthia Davidson. The motion was approved 4-0.

Public Comments

David Watling congratulated the new council members.

Old Business

Missing receipt from 12-19-23 claims

The council was presented with the missing credit card receipt from United Rentals from last meeting's claims.

New Business

Cybersecurity initiative

Association of Washington Cities Risk Management has invited Fairfield to participate in a cybersecurity pilot initiative for one year. Local governments remain a key target for cyber attackers. As cyber-attacks become more frequent and complex, RMSA wants to make sure our pooling members are not only prepared but also assured that recovery is possible if or when they are a victim of a cyber-attack

ACTION

Brady Collinson moved to authorize the town's participation in the one-year AWC RMSA cybersecurity initiative, with no cost for this first year; seconded by BillENZler. The motion was approved 4-0.

Cheryl will look into what future costs may be after the one year pilot program is over.

Claims training

Cheryl, David and Brady explained to the new council members how to read the claims and the importance of verifying the expense and that receipts accompany each transaction.

Appoint departments

ACTION

Cynthia moved to approve the appointment of Brady Collinson to the mayor pro-tem position; seconded by BillENZler. The motion was approved 3-0 with Brady Collinson abstaining.

Cheryl will have David Rafferty, Brady Collinson and Jared Harward added to the signature cards at First Interstate Bank.

Mayor Rafferty then explained to the council about the different departments that the council is to be responsible to report what is happening and to be available to listen to concerns or complaints and suggestions from the public.

- Alisha Anderson-Parks
- Brady Collinson-Sewer
- Cynthia Davidson-Financial
- BillENZler-Streets
- Amanda Blood- Water

The department reports will begin in July, which will give each council member time to learn about their department and be able to give accurate reports. Mayor Rafferty will give the first one.

Public Works

Sewer

- Sewer next week
- Routine cleaning and camera work of collection system.

Streets

Parks

Water

- Water samples next week.
- Exercising and accessing water valves for routine maintenance.
- Estimate for Hamilton water service

General

- L&I Update: appeal meeting coming up.
- Council Emails
- Time off

An Example of a Regular Task:

Public Works Job Duties (Min.)

Fairfield Public Works currently consists of 3 employees. We work out of the shop on Railroad where most of our equipment is stored. Public works is responsible for maintaining and improving water, wastewater, roads, parks, and town owned facilities. This job is something our Public works team takes great pride in and strives to do our best for the community. There are many routine tasks that are done each and every business day by our crew, and there are also larger scale projects done here and there all with the town's best interest in mind. Our crew both physically ensures the systems we take care of functioning and operating as designed, as well as take care of routine reporting and testing that is required. Some of these jobs also require us to work closely with The Town's clerical staff. We all work together to best serve our community. This part of the Public Works Report is designed to give insight to some of the many things we do. You can also feel free to reach out anytime to ask questions and become more informed about what public works do or how our town functions. (509) 995-4059, Publicworks@FairfieldWA.com

The estimate that Devin prepared for the Hamilton water service will be tabled until the next meeting when Bryan Hicks will be present to help answer questions that could come up.

Devin will have a meeting with Labor and Industries on January 16th regarding the appeal on the fines that have been assessed. Devin went over the procedures performed for testing of both drinking and wastewater.

Approval of Minutes

The December 19th 2023 regular council minutes could not be approved tonight as Brady Collinson was the only councilman present tonight that was at the Dec 19th meeting. Mayor Rafferty asked Chery to contact MRSC on how to approve the minutes in this situation. The minutes will be approved at the January 16th meeting.

Claims

Amanda Blood moved and Cynthia Davidson seconded to approve both the December 31, 2023 claims with EFTs for \$14,788.69 and checks numbered 21488-21489 and 21505-21509 for \$10,842.59, contingent that the receipts from GoDaddy, WiFiber and Apple.com be emailed to the council within five business days and the claims from January 2, 2024 with check #21510 processed as an EFT in the amount of \$3,076.44 and check #21511 for \$13,550.00. The motion was approved 4-0.

	12/31/2023		1/2/2024
Claims	\$8,303.01	Claims	\$13,550.00
Payroll	<u>17,328.27</u>	Payroll	<u>3,076.44</u>
Total Paid	\$25,631.28	Total Paid	\$16,626.44

Check register signed by Brady Collison, Cynthia Davidson and Amanda Blood

Other

Brady Collinson reported that Devin has reset the solar panels as was recommended by the array contractor. PCI Renewables. Unfortunately, their office is closed because of the holidays so the results of the resetting won't be available for another week.

Diane Kooyman asked about microphones for the council and guests. Cheryl will still contact Latah about their set up.

Compliments, Concerns and Complaints

None tonight.

Dates to Remember

January 11 Town hall meeting for Annexation into Fire District #2

January 15 Office closed for Martin Luther King Day

Adjourn

Brady Collinson moved to adjourn the meeting at 7:28 pm.



David Rafferty, Mayor



Cheryl Loeffler, Clerk/Treasurer