

**REGULAR COUNCIL MEETING**  
**FEBRUARY 6, 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 David Rafferty called the regular council meeting to order at 6:00 pm and opened the meeting with the Pledge of Allegiance.

Council members present were Alisha Anderson, Cynthia Davidson, Amanda Blood and BillENZler.

Others present were Diane Kooyman, Richard Ralidis, Devin Billington, Jared Harward and Cheryl Loeffler.

**Excuse any Council Absences**

Alisha made a motion, and Cynthia seconded to excuse Brady Collinson from council. Motion passed 4 – 0.

**Correspondence**

Bryan Hicks sent an email in lieu of attending tonight's meeting highlighting upcoming engineering projects. He will be in attendance at the next town council meeting.

**Public Comments**

There were no public comments tonight.

**Mayor appointment of Planning Commission**

Mayor Rafferty reappointed Justin Gust, Mark Starr, and Anthony Schurr to the Fairfield Planning Commission. The 2 open positions will be posted on FB looking for volunteers.

**Old Business**

**2020-2022 Audit** – The council reviewed the audit exit report and decided to share the results and link to the State Auditor's Office (SAO) to Facebook on the town page.

**Rental Agreements for Town Facilities** – Jared provided a report on the changed information that will be in the new updated rental agreements for 2024. Changes included an increase of \$25 to the rental costs on the Community Center (CC), increase of \$25 to the cleaning deposit on CC (with 50% of the **new** total amount to be refundable), and the creation of the "Business Rental" category for businesses renting 6 or more times in a calendar year.

**ACTION**

Amanda Blood moved to approve the changes to the rental agreements as outlined in the report, and was seconded by Alisha Anderson. Motion was approved 4-0.

**P.A. System for Council Meetings** – Jared provided a report on options for purchasing a P.A. System for use at council meetings. After reviewing the options presented, the council decided against purchasing a new system at this time.

**New Business**

**Resolution 2024-01** – The signing of Resolution 2024-01 was pushed back until Cheryl is back in town to clarify some of the updated information in the new fee schedule.

Several chairs that were no longer being used in Town Hall were given to the Service Club for their meetings.

**Public Works**

**Sewer:** Sewer samples this week

WWTF Lift Station #2 fault.

**Streets:** Although the weather is feeling nice grading roads needs to wait until there is no more frost layer. The ground will need to be receptive and allow gravel to pack in nicely as opposed to bouncing out of the potholes.

**Parks:** Annual Tree City Report was submitted.

We will be meeting with Garth Davis (Cons. District) soon to discuss goals for Fairfield and look at ideas.

Yard Waste Day – Keep in mind to set up potential dates soon.

**Water:** Water samples this week.

With the weather warming up we start seeing leaks from frozen pipes, be on the lookout for your lines.

Estimate for Hamilton water service.

**General:** L&I Update.

Budget Requests

**An Example of a Regular Task:**

*Annual Tree Report (1 HR.)*

*Fairfield is a Tree City USA. As part of this we submit an annual report to the Conservation District. This report details some of what has been done in Fairfield throughout the year specifically relating to the care and maintenance of our magnificent trees in town. The report talks about planting trees, pruning, adding mulch, and other specific tasks the town is doing to take care of our trees. It also talks about some literature that the town sends out and yard waste days, or other public events to assist in maintaining high quality tree care throughout town and abroad.*

In addition to his report Devin also brought his budget requests for 2024 for review so the council could approve him to begin looking at equipment needed for town operations.

**ACTION**

Alisha Anderson made a motion to approve Devin's request for the council to "express intent" to purchase a mini-excavator, so that he can move forward in previewing different equipment options. Amanda Blood seconded this, and the motion passed 4 – 0.

*Note: This is not approval to purchase equipment, but to allow for Devin to move forward in the purchasing process.*

**Approval of Minutes**

**ACTION**

Alisha Anderson moved to approve the minutes from the regular council meeting on January 16, 2024. This was seconded by Bill Enzler. Motion passed 4 – 0.

**Claims**

**ACTION**

Alisha Anderson moved to approve the 4 checks from claims on January 16, 2024 that were not ready at that time. This was seconded by Cynthia Davidson. Motion passed 4 – 0.

**ACTION**

Alisha Anderson moved to approve the claims on February 6, 2024. This was seconded by Amanda Blood. Motion passed 4 – 0.

**Other**

None tonight.

**Compliments, Concerns and Complaints**

None tonight.

**Dates to Remember**

<b>Feb 4-18</b>	Cheryl on vacation (return to office on the 19 <sup>th</sup> )
<b>Feb 6</b>	Brady will be absent from meeting.
<b>Feb 19</b>	Office and public works closed for Presidents Day

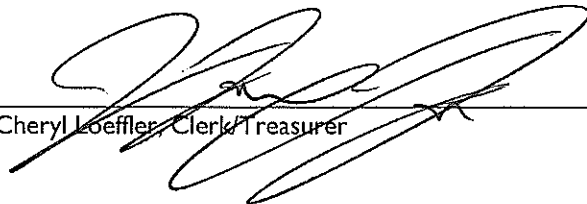
**Adjourn**

Alisha Anderson moved to adjourn the meeting at 7:28 pm.



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David Rafferty, Mayor



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Cheryl Loeffler, Clerk/Treasurer