

**REGULAR COUNCIL MEETING**  
**JANUARY 16, 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 6:01 pm and opened the meeting with the Pledge of Allegiance.

Council members present were Alisha Anderson, Brady Collinson, Cynthia Davidson, Amanda Blood and Bill Enzler.

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

**Public Comments**

There were no public comments tonight.

**Guest**

Richie Brower presented the council with a proposal utilizing the \$10,000 Innovia grant for the Fairfield Food Co-Op. The goal is to build community among neighbors through training, small scale food production and harvest celebration and to build local food resilience through education and home production resourcing. The plan is to purchase 20 raised garden beds filled with garden soil. People that are interested would receive one of the garden boxes delivered to their home and it would belong to them from then forward. There would be food preservation equipment purchased for gardeners to "rent" from the Co-op. The users of the equipment must participate in the training to operate said equipment before the equipment is used by anyone and a refundable damage and cleaning deposit would be collected. At the end of harvest, participants would be brought together to share a meal to celebrate the summer of producing food. Richie also announced that the garden boxes he has researched are on sale right now but he needs to connect with them to verify what the discounted price will be. His proposed budget includes \$5,000 for the purchase of 20 garden beds that would be ready for planting.

**ACTION**

Brady Collinson moved to approval the proposal and initial budget for the Fairfield Food Co-op and to allow the expense to spend up to \$5,000 for garden equipment, which would include a garden box, filled with soil and placed in their yard. Mr. Brower is to provide the council with an update in March, seconded by Alisha Anderson. The motion was approved 5-0.

**Old Business**

**Missing receipt from 1-2-2023 claims**

Clerk Cheryl Loeffler provided the missing credit card receipts to the council on January 3<sup>rd</sup> via email.

**Annexation into Fire District #2**

Mayor Rafferty reminded the council to spread the word that it is especially important that people vote. The annexation into Fire District #2 takes a majority vote from both the residents of Fairfield and the residents in Spokane County to be approved. The ballots will be mailed out the week of January 26<sup>th</sup> with elections on February 13.

**Agreement For Water at 28710 SR #2**

The current resident at 28710 S SR #27 has asked to have an agreement that was made between the Town of Fairfield and her parents, Kenneth and Dorothy Lewis, for free water. This agreement was to start in 1977. Cheryl has done due diligence in finding any information about said agreement and below is a brief history of the deal.

In 1977, the town was looking for a location to drill for a well and it was felt that the north to northwest side of town was the best location. A motion was made on September 1, 1977 by Roger Wickward and seconded by Rick Loeffler to obtain an easement for 100 sq feet of ground for the reservoir, 30 ft for construction and 10 ft for maintenance for pipeline at 28710 SR #27. Thos motion was approved. The owner of the property was Kenneth Lewis. In November of 1977, Mr. Lewis discussed with the council that his main concern was adequate water for their home and that he would agree to a 70-year easement for a credit of \$350 a year for one water service. Ray Goodner and Rick Loeffler moved and seconded that this agreement from Kenneth Lewis be accepted and the motion passed.

At the December 6, 1977 council meeting, there were several residents from the community present that expressed their unhappiness with the terms of the Lewis agreement and the proposed location of the reservoir. Then a special meeting was held on December 13 at which the residents were able to voice their opinion about this project location. Frank Knott and

Rick Loeffler moved and seconded that the engineer bring two alternative plans that had the reservoir to be placed on Tempest. This motion was approved. This ended any further actions regarding the agreement with the Lewis family since no town property was placed on their property. A letter will be sent to the daughter Vivienne and Jack Denny stating that there was never a fulfilled agreement between the two parties and that they are responsible for their water usage.

### **2020-2022 Audit**

An email was received from the State Auditor's office inviting the council to the exit audit review which will take place on January 25<sup>th</sup>. Cheryl said that all council members are invited and encouraged to attend, but to let her know who is coming. If enough members want to come that there would be the possibility of a quorum, the meeting needs to be posted as an open public meeting. Copies of the final audit will be available to anyone.

### **Solar Array**

Brady Collinson is still working with Apollo Solutions and PCI regarding the inverter that is not working at the sewer plant. They have ordered the part, but it has not yet been received. This replacement should still be under warranty and Brady will double check that. He will also request information on setting up a contract with Apollo or PCI to monitor the system so we do not end up in this situation again or advise us on what we would need to have to be able to watch the system closely ourselves.

### **New Business**

#### **Revised Rental Agreement for Multiple Renting of the Community Center**

Cheryl is asking for a revised rental agreement that would be for anyone that would rent the facility multiple times in one year with a set schedule of meetings. This came about because Tenaska, a wind turbine company, is planning to use the facility six more times this year. They have rented it once and have February 1<sup>st</sup> already on the calendar. There was discussion about how to best serve those that want to use the facility and protect the town.

### **ACTION**

Alisha Anderson moved to approve allowing a reduction of \$25 off the normal rental agreement fee for anyone that would schedule at least five events at the community center within a year with the all the events paid when the agreement is signed, seconded by Amanda Blood. Motion was approved 5-0.

Jared and Cheryl will work at revising the agreement and bring it back to the next council meeting.

#### **SE Spokane County Fair Fund Raiser**

The SE Spokane County Fair Board will be having their second annual fundraiser this coming spring. They would like to use the only the kitchen in the Community Center for their catering company. The main event will be held at Fusion Seed but there is no kitchen set up in that facility. Cheryl asked if the community service hours could be used for this purpose.

### **ACTION**

Alisha Anderson moved to use the monthly allotted community service hours for the catering company to prepare the food in the community center kitchen for the SE Spokane County Fair Board fund raiser coming up in the spring of this year. The Fair Board will be responsible for the damage deposit of \$75 and the cleaning fee of \$75, both of which are refundable if the facility is left in acceptable condition, seconded by Amanda Blood. Motion was approved 5-0.

#### **Review of budget position**

Cheryl explained to the council what the budget position is and how to read it. She also invited the council and anyone else to her office anytime if they would like a deeper explanation of the budget.

### **Public Works**

#### **Sewer**

- Sewer samples next week

#### **Streets**

- Snow removal planned
- Purchasing more salt

## Parks

## Water

- Water samples next week.
- Frozen water lines throughout town. Recommend dripping faucets, ensuring your personal lines are warm, heat tape
- Estimate for Hamilton water service. Next meeting with Bryan.

## General

- L&I Update: appeal meeting today.

## An Example of a Regular Task:

### *Free Chlorine Tests (15 Min.)*

*Free Chlorine tests are taken every working day in Fairfield. The process involves allowing water to run through a faucet in town for about 5 minutes, then a 10ml sample is taken out of that faucet and a chlorine reagent is added to the tap water. This will turn the water a pink color, the darker pink the more chlorine. The operator in the past would then compare shades of pink to a color wheel, with technology now though we have a machine to read the parts chlorine in our water system. Fairfield is asked to keep our water supply at a minimum of 0.2mg/L up to 4.0mg/L in compliance with DOH standards. Fairfield is maintaining that standard. If you have any interest in this topic, we would be happy to discuss it further with you.*

### ACTION

Amanda Blood moved to approve the expense of up to \$3,000 to purchase road salt, seconded by Cynthia Davidson. The motion was approved 5-0.

## Approval of Minutes

### Approval of the Minutes from December 19, 2023 Regular Council Meeting

Cheryl reached out to MRSC for guidance about approving minutes when the sitting council had not been on council for the minutes that need approved.

There is no state law specifying how minutes are to be approved and the town should follow its adopted rules of procedures. If the rules say council votes to approve the minutes as part of the agenda, Council could suspend the rules and authorize the mayor and clerk to attest as to the accuracy of the minutes. Or, council members could review any audio or video recording of the meeting then vote to approve the minutes based on their review. Or council members could approve the minutes based on the mayor and clerk's representation that they are accurate. (That finding would be recorded in the minutes of the current meeting approving the previous meeting's minutes.

### ACTION

Brady Collinson moved to approve the minutes from the regular council meeting on December 19, 2023, based on the statements from the mayor and clerk that these minutes are accurate, seconded by Alisha. The motion was approved 5-0.

### Approval of the Minutes from January 2, 2024 regular council meeting

Corrections pointed out were to swap the departments to Bill Enzler - streets and Amanda Blood - water and to correct the spelling of Brady Collinson's name.

### ACTION

Cynthia Davidson moved to approve the January 2, 2024 regular council minutes with the corrections stated above; seconded by Alisha. The motion was approved 5-0.

## Claims

Amanda Blood moved, and Cynthia Davidson seconded to approve both the December 31, 2023 payroll with EFTs for \$5,815.28 and checks #21514-21524 for the total amount of \$20,457.55 and the January 16, 2024 claims with EFTs for the amount of 3,894.94 and checks numbered and 21512-21513 and 21546-21555 for \$66,732.66. This motion was approved 5-0.

	12/31/2023	1/16/2024
Claims	\$19,619.12	\$64,172.85
Payroll	<u>6,653.71</u>	<u>6,454.75</u>
Total paid	\$26,272.83	✓ \$70,627.60

Check register signed by Brady Collison, Alisha Anderson and Amanda Blood

The printed check register for this date did not include the checks numbered 21521-21524 and those payments were not approved or mailed out. The checks and register will be approved at the next council meeting.

**Other**

None tonight.

**Compliments, Concerns and Complaints**

None tonight.

**Dates to Remember**

**Jan 25, 2024**

Exit audit review

**Feb 4-18**

Cheryl on vacation (return to office on the 19<sup>th</sup>)

**Feb 6**

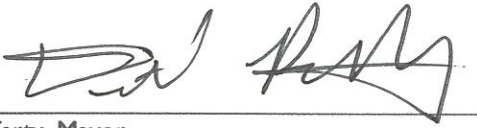
Brady will be absent from meeting.

**Feb 19**

Office and public works closed for Presidents Day

**Adjourn**

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



David Rafferty, Mayor



Cheryl Loeffler, Clerk/Treasurer