

REGULAR COUNCIL MEETING
DECEMBER 19, 2023
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 Valerie Rogers called the regular council meeting to order at 6:09 pm.

The meeting opened with the Pledge of Allegiance.

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

Others present were Bryan Hicks, Robert Clausen, Justin Gust, Richard Ralidis, Cynthia Davidson, William Vasta, Devin Billington, Jared Harward and Cheryl Loeffler.

Excuse any council absences

ACTION

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

Correspondence and/or Guest

Engineer's Report

Johnson Street Asphalt

Bryan has contacted Red Diamond about the sinking asphalt from the last sewer project. The town has had to close Johnson Avenue because of the sinking asphalt. The west end of the alley where the alley meets Railroad Avenue is beginning to sink as well. After January, Red Diamond will come back to town to excavate the areas, fill the areas with rock to get us through until spring when they can come back in and replace the gravel with asphalt. We are still under warranty with the company.

Drinking Water State Revolving Fund (DWSRF)

Bryan has been discussing the air in the town's wells with the Department of Health Regional Planner. There is funding available through DWSTF to explore these issues but we need to do some updating on our small water system management plan. The original Small Water System Management Plan was in 2005, which makes it outdated. In order to receive funding from DWSRF, this plan needs to be updated. The DWSTF is a 0% standard interest rate, two-year time performance, 10-year loan term. The updating of the plan would be \$35,000 and the well investigation would be \$30,000. The loan would add approximately \$2.50 for every connection for ten years. The projects can be done separately or at the same time.

Community Development Block Grant (CDBG)

Bryan has received word that the funding cycle for CDBG should open next month. After talking with Devin, he is proposing to do cured in place pipe (CIPP) to replace the remaining clay sewer pipe. The first choice is 2nd Street Hamilton to Lake and the second option would be Hamilton (fire hydrant) from 2nd to 1st. We will have to pay some matching funds to do the projects. The applications are due in February so decisions will be made by the next meeting in January,

Transportation Improvement Board (TIB)

We received notification that the town has been awarded nearly \$130,000 in funding to repair pavement and to scrub seal several areas around town this summer. We will try to piggyback with the County and by doing so, could maybe get additional areas cleaned up.

ACTION

Emily Thomas moved to begin the application process for the DWSRF planning engineering loan application; seconded by David Rafferty.

David Rafferty then amended the motion to begin the loan application process for the small water system management plans and well investigation; seconded by Emily. The amended motion was approved 4-0.

As a thank you for working with Century West for another year, Bryan brought in a box of Christmas goodies. Century West also gave a beautiful wreath that is hanging on town hall's front door.

Bryan expressed his appreciation of all the hard work and hours that both Mayor Rogers and Councilman Emily Thomas have given to the community. He stated that he has enjoyed working with both of them over the years.

PUBLIC HEARING FOR Ordinance #403 2023 BUDGET AMENDMENTS

Mayor Rogers opened the public hearing at 6:43.

Cheryl explained that the budget amendment is to make the changes that happened over the year to the original budget back into balance. For example, the town received grant money from the Pit project in May of 2023. It should have come in 2022. This amount needs to be added into the original budget.

More of the liability insurance expense was transferred to the water and sewer funds.

Question: What is the timeline to pay down the loans?

Answer: There are two USDA sewer loans remaining and both are scheduled to be completed in 2043. Each year we look at the sewer budget and determine if additional payments can be made towards the principal. This year we are paying an additional \$19,477. The funds that have been budgeted for the loans remain the same but the payments are getting lower because of the additional loan payments.

With no further questions or comments, Mayor Rogers closed the public hearing at 6:48 pm.

ACTION

Emily Thomas moved to approve Ordinance #404 2023 Budget Amendment #1 as presented; seconded by Diane Kooyman. The motion passed 4-0.

Public Comments

The comment was made that it is so difficult to hear some of the guests that come to the meetings and Bryan is especially hard to hear.

- Cheryl will contact the Town of Latah and find out how and where they purchased the individual microphones that their council uses.

Justin Guest expressed his appreciation for everything Valerie and Emily have done and all the sacrifices they had made while on the council.

Old Business

None tonight.

New Business

Signature cards at bank

Cheryl will get the paperwork started to add David and Jared to the signature cards at the bank for all accounts.

Public Works

The "Budget Wish List" for public works was overlooked during the budget process.

Devin provided the council with his list. After reviewing the list, he was asked which requests could be purchased this year and it was determined that the sewer camera locator would be the most beneficial.

Devin then presented the revised Equipment Operator Fees for Public Works. These charges are used when equipment and operator are leased out to other communities.

Sewer

- Sewer samples last week
- Routine cleaning and camera work of collection system.
- Roof maintenance on influent building

Streets

Filling potholes scheduled for a warm day.

Parks

Water

- Water samples last week.
- Exercising and accessing water valves for routine maintenance.

General

- Library roof leak
- L&I Update: \$5,600, appeal sent in.
- Budget Requests
- Public Works Equipment Rates

An Example of a Regular Task:

Water valves maintenance (HRS)

The Town’s water system may very well be the most important infrastructure the Town will ever own. This is an important system to ensure that all consumers within Fairfield have safe and dependable drinking water to their homes, businesses, and properties. Many people may not consider what goes into making sure the water comes out of the faucet when you turn the spicket. However, it is a full-time job to ensure that the water continues to flow. Part of that job is making sure we maintain a healthy distribution system, maintaining the miles of water line underground that brings water from The Town’s reservoirs and wells to your faucet. An aspect of healthy maintenance and keeping a quality water system is ensuring that the hundreds of valves throughout the system are in good shape and ready to use if needed. The Town maintains these by exercising them and ensuring ease of access for our Public Works Department when needed. In the case of an emergency water leak these valves may need to be accessed in order to reduce or stop flow to an area of the distribution system. By ensuring all valves are located, known, and functional Public Works will be able to reduce the impact to consumers when operating in these emergency situations.

ACTION

Emily moved to allow Public Works to purchase this year the above mentioned Sewer Camera Locator, up to \$4000 which includes sales tax, seconded by Diane Kooyman. The motion was approved 4-0.

ACTION

Brady Collinson moved to approve the revised Public Works Equipment Rental Fees; seconded by Emily Thomas. The motion was approved 4-0.

Department/Council Reports

The reports will begin again in 2024 after the new council has time to learn.

Approval of Minutes

The minutes from November 21st were presented tonight for approval. It was noted that there were no actions taken during either of the public hearings.

ACTION

Emily Thomas moved to approve the November 21, 2023 council meeting minutes with the changes done as noted above; seconded by David Rafferty. The minutes were approved 4 -0.

The minutes from December 5th, 2023 regular council meeting were presented tonight for approval.

ACTION

David Rafferty moved and Emily Thomas seconded to approve the December 5, 2023 regular council meeting minutes a presented. The motion was approved 3 -1with Diane Kooyman abstaining.

Claims

Emily Thomas moved to approve the December 19, 2023 claims with EFTs for \$12,365.06 and checks numbered 21483-21503 for \$54,126.33 contingent on public works providing the receipt for the safety equipment rental; seconded by David Rafferty. The motion was approved 4-0.

	12-19-2023
Claims	\$52,160.66
Payroll	14,330.73
Total Paid	\$66,491.39

Signed by Diane Kooyman, Brady Collinson and Emily Thomas.

Other

Solar Array and Avista Charges

Brady Collinson has contacted Scott Lewis from Apollo Solutions regarding the fluctuating Avista bill at the treatment plant. He was then given a contact at PCI Renewables who was the contractor for the project. They ran some tests and discovered that part of the system was not working correctly and if the public works were comfortable, they could reset the inverter by basically unplugging the entire system for a few minutes.

The question also came up about all the power surges that have become more frequent as being a potential cause.

Thank you

David thanked Valerie and Emily for serving this community for a combined total of 22 years. Val was on council for 12 years and Emily served for ten.

Brady thanked them as well and also thanked Diane Kooyman for stepping up and sitting at the council table.

Dates to Remember

Dec 20-26	Cheryl gone
Dec 25 th	Office closed
Jan 1 st	Office closed
Jan 2 nd	Council meeting


Adjourn

Emily Thomas motioned to adjourn the meeting at 7:32



Valerie Rogers, Mayor

DAVID Rafferty, Mayor Pro-Tem



Cheryl Loeffler, Clerk/Treasurer