

CITY OF FAIRFIELD
Regular City Council Meeting
#FY 25-12
Thursday, April 10th, 2025, 7:00p.m.

Mayor Terry Lee called the City Council meeting to order at 7:00 p.m. City Clerk Sonja Chrysler took roll call. In attendance were Mayor Terry Lee, councilmembers President John Pine, Ted Miller, Josh Bovey, and Tyler Ballard came in late. Also, in attendance were Planning and Zoning Administrator Ed Reagan, Public Works Supervisor Jerry Scovill, Sheriff Travis Martin, Joe Mabbutt, Amber Perkes with Idaho Power, Leslie Pine, Tim Pine, Keli Fox, Micah Fox, Commissioner Travis Kramer, & Jacob Johnson with ETS.

APPROVAL OF AGENDA: *Council President John Pine motioned to approve the agenda second by Councilmember Josh Bovey. Motion passed 3-0.*

CONSENT AGENDA: Council President John Pine motioned to approve the consent agenda as a whole, second by Councilmember Tyler Ballard. Motion passed 4-0.

TABLED BUSINESS: ACTION ITEMS:

- A. Building Permit Application Camas County Road and Bridge –ACTION ITEM**
Mayor Lee informed council that Danyon Fontenot will be the inspector on the project so there should not be any cost to the City for a building permit fee. Electrical and HVAC will have to go through the state. **Councilmember Josh Bovey motioned to approve the building permit application for Camas County Road and Bridge and waive any fees not incurred by the City, second by Councilmember Ted Miller. Motion passed 4-0.**

NEW BUSINESS:

- A. Ordinance 304 - Annexation – ACTION ITEM:**
Council President John Pine motioned to have 1st reading of Ordinance #304 by title only, second by Councilmember Tyler Ballard. Motion passes 4-0. Mayor Terry Lee reads ordinance #304 by title only. Councilmember Ted Miller motioned to waive 2nd and 3rd readings of Ordinance #304, second by Councilmember Tyler Ballard. Motion passes 4-0. Councilmember Josh Bovey moved to approve ordinance#304 by title only, second by Councilmember Ted Miller. Motion passes unanimously 4-0. Mayor reads ordinance #304 by title only and declares the ordinance hereby adopted.

B. Ordinance 305 - Zoning – ACTION ITEM:

Councilmember Tyler Ballard motioned to have 1st reading of Ordinance #305 by title only, second by Council President John Pine. Motion passes 4-0. Mayor Terry Lee reads ordinance #305 by title only. Councilmember Tyler Ballard motioned to waive 2nd and 3rd readings of Ordinance #305, second by Councilmember Ted Miller. Motion passes 4-0. Councilmember Ted Miller moved to approve ordinance #305 by title only, second by Councilmember Tyler Ballard. Motion passes unanimously 4-0. Mayor reads ordinance #305 by title only and declares the ordinance hereby adopted.

C. Preliminary Platt Approval – ACTION ITEM: Mayor Lee stated the preliminary plat had the plat notes with it that council requested. When it comes to approving the final plat, it will happen after it is approved by our engineer. This will include the drainage and the lateral coverage on water and sewer. These need to be shown on the final plat for final approval. Councilmember Josh Bovey asked if the preliminary plat included the fencing on the strip of land north of Sage Ave. Mayor Lee said that Crandal Legacy Farms received a grant and is building a new fence line. When the town was previously surveyed, that street did was not done. Because of that, Antonio Conti will be up here shortly to survey where our right-of-way will be, to ensure the new fence is not installed in that right-of-way. Ed Reagan stated that our right-of-way width is 55 feet. **Councilmember Tyler Ballard motioned to approve the preliminary plat with plat notes, second by Councilmember Ted Miller. Motion passed 4-0.**

D. New Ziply Project – ACTION ITEM: Ed Reagan stated that the permit was being requested by Syringa, doing the work for Ziply. This work would be done to connect the manhole near the Senior Center to their building. Ed asked them to submit a new application, as the first one he received did not have a cost estimate on the project, so he had no way to determine what the bond would be. The other issue was that they had a completion date of February 19th. As of today, Ed has not received the updated application. He thinks they might be waiting until they have a clear time frame to begin the construction. This project is mostly within existing conduit. Nothing more can be done at this point until Ed receives an updated application.

E. Construction Moratorium Ed Reagan – ACTION ITEM: Ed Reagan discussed having a construction moratorium to limit construction during certain months. Mayor Lee stated that it would be better to have it in our ordinance, as a moratorium was only for a limited amount of time. Council agreed that the verbiage should be something we add to our ordinance.

- F. ETS Fiber Internet Service to Caboose – ACTION ITEM:** Sonja attended the Caboose meeting and spoke to them about bringing ETS fiber into the Caboose and starting service. However, in previous years internet services has always been donated free of charge to them for service three months out of the year while they are open from the end of May to the beginning of September. The Caboose offered to put up a sign saying that the Wi-Fi was being donated by ETS, to advertise in exchange for the donation of service. Jacob Johnson with ETS offered to provide the service free of charge, however Camas County has a no exceptions policy to waive the \$30 monthly fee that goes back into the fund to maintain and expand the fiber. Commissioner Travis Kramer stated he would contact Pam Berndt and discuss it with her.
- G. New Liquor License – Mama Mandie’s – ACTION ITEM:** Liquor license for beer and wine submitted for Mama Mandie’s and the check for applicable fees. **Council President John Pine motioned to approve the Alcohol License for Mama Mandie’s, second by Councilmember Ted Miller. Motion passed 4-0.**
- H. New City Emails & Microsoft Office Business – ACTION ITEM:** Sonja presented a cost estimate from Tek District to change our emails over to our own domain name using Microsoft Office 365. The labor would be \$562.50 plus the cost of licensing for each computer we need to have the programs on. It was decided that the clerk and treasurer could share one license, Jerry would need his own for his computer, and Ed with planning and zoning does not use Microsoft and would only need online access to be able to access his emails. Jacob Johnson with ETS suggested that we check with the Secretary of State to find out if there was funding there to help with the cost as well as checking to see if it was mandatory that we use a .gov. This was brought up to help the city both financially, as well as preventing having to change the emails twice for compliance. Jacob offered to get with Sonja to take a look at this and help move forward with a plan.
- I. LHTAC Progress Report 13 Payment – ACTION ITEM:** This payment is for the engineering costs to Forsgren for the Child Pedestrian Sidewalk Project. This is the 13th project report and should be the final payment. Council went over the amounts of the project which appeared to be broken into two parts. Part one was in the amount of \$70,000 and part two was \$74,393, for a total of \$144,393.00. **Councilmember Tyler Ballard motioned to approve the payment to Forsgren in the amount \$1,159.52, second by Councilmember Ted Miller. Motion passed 4-0.**

- J. Project Graduation – Leslie Pine – ACTION ITEM:** Tim Pine introduced himself and Michael Fox as seniors at the Camas County High School. He stated they were requesting a donation to help with Project Graduation. The planned activity for this year is a trip to Meridian to Wahooz and Idaho Pizza Company, for approximately 60 students with 17 of those students being seniors. Jacob Johnson with ETS was present and announced he would donate \$500.00 to Project Graduation. **Councilmember Tyler Ballard motioned to donate \$1,000 to Project Graduation, second by Councilmember Ted Miller. Motion passed 4-0.**
- K. Travis Martin – Fireworks & Camas Lily Days – ACTION ITEM:** Sheriff Travis Martin presented a letter written by Ed Reagan containing information about the fireworks. Travis stated that he had previously spoken to County Commissioner Travis Kramer who said the County would match whatever amount the City donated. The total cost for the fireworks is \$9,500.00 and if paid early a discount of 25% would be applied, bringing the total to \$7,200. With the addition of shipping the total is \$7,460. Travis also addressed council about the Fishing Derby during Camas Lily Days. There was discussion about improving the condition of Kids Pond, however no one was able to get ahold of anyone at Idaho Fish and Game. Mayor Lee is going to look into trying to get rid of some of the vegetation overgrowth before the derby. Money donated would go towards purchasing prizes for the winners of the derby. **Council President John Pine motioned to donate \$1,500 to the Chamber of Commerce for fireworks, second by Councilmember Josh Bovey. Motion passed 4-0. Councilmember Josh Bovey motioned to donate \$400.00 to the Fishing Derby, second by Council President John Pine. Motion passed 4-0.**

CONTINUED BUSINESS:

- A. New Funding Opportunity for City - ACTION ITEM:** Mayor Lee spoke with Maya and reported that she said she was very excited to work with the County and the City on this project. They were able to secure the proper requested insurance policy for the event. Maya filled out and emailed back the Special Events Permit and then mailed in a check for the fee. When we approve the permit as an action item, we can address waiving the fee at that time. Terry will contact Maya tomorrow and hopes to have more information at the next meeting.
- B. Helen Thompson – Utilities Letter - ACTION ITEM:** No discussion
- C. Code Enforcement Officer – Action Item:** No discussion
- D. Nuisance Hearing – ACTION ITEM:** No discussion.
- E. Ziply Project 5520810 – North Fairfield Fiber Install - ACTION ITEM:** No discussion.

- F. **Ziply Project 5520819 – South Fairfield Fiber Install - ACTION ITEM:** No discussion.
- G. **Sun Creek Subdivision – ACTION ITEM:** No discussion
- H. **Pickleball Court Overlay – ACTION ITEM:** No discussion

REPORTS

- A. **Mayor's Report and Correspondence:** Mayor Lee: Amber Perkes with Idaho Power was in attendance to discuss the upcoming outage preparedness open house on May 1st at the Camas County Senior Center from 5- 7pm.
- B. **Water and Sewer:** Tyler Ballard: No report
- C. **Streets and Alleys:** Ted Miller: Lots of water and mud.
- D. **Parks and Recreation:** John Pine: Mayor Lee reported that there were kids playing in the water in the ice rink. He made a post on Facebook asking parents to please keep their children off the liner. If it is damaged again, we will probably not spend several thousand dollars to pay for another one.
- E. **Fire and Police:** Josh Bovey: Fire department has been upgrading their trucks with new lights. They also received a \$500 donation from Nels Bennett for the fire out at Hill City.
- F. **Public Works Superintendent:** Jerry Scovill: No report
- G. **Planning and Zoning Administrator:** Ed Reagan: No report
- H. **City Clerk/Treasurer:** Sonja Chrysler: Sonja will be going to AIC conference in June.

Councilmember Tyler Ballard moved to adjourn the meeting, seconded by Councilmember Josh Bovey. Motion passed 4-0. Meeting adjourned at 8:03 p.m.

Next Regular Council meeting will be Thursday, April 17th, 2025, at 7:00 p.m. at 407 Soldier Road



Terry S Lee, Mayor

ATTEST:



Sonja Chrysler City Clerk

