

CITY OF FAIRFIELD
Regular City Council Meeting
#FY 24-18
Thursday May 16, 2024, @ 7:00p.m.

Mayor Terry Lee called the City Council meeting to order at 7:00p.m. Stacy Westbrook took roll call. In attendance were Councilmembers: President John Pine (Absent), Josh Bovey, Ted Miller, and Tyler Ballard. Also in the audience were Jerry Scovill, Antonio Conti and Jordan Zwygart.

APPROVAL OF AGENDA: Councilmember Ted Miller motioned to approve the agenda as presented, seconded by Councilmember Josh Bovey. Motion passed 3-0.

CONSENT AGENDA:

Motion by Councilmember Tyler Ballard to approve items on the consent agenda as a whole, seconded by Councilmember Josh Bovey. Motion passed 3-0.

TABLED ITEMS: ACTION ITEMS- None

NEW BUSINESS:

- A. Zwygart Audit Presentation-Jordan Zwygart-ACTION ITEM- 2023 accounting practices are all recorded correctly. Income statement on General fund increased reserve by about \$200,000. Water and Sewer restricted funds are set aside for the Bond reserve. Some liability on Employee time off. Graphs and charts show majority of the revenue is 56% from grants, and 11% property tax. Please see bound Report for detailed Financial information. Discussion about General Funds that are committed (Motioned by Council) and assigned funds (non-motioned). For next budget season prioritize assigning funds (state recommended) at a more granular level. Internal controls show that Invoices had been approved and bank accounts reconciled correctly. A priority in 2024 will be making sure time cards are signed and reviewed. **Councilmember Tyler Ballard motioned to accept the Audit report seconded by Councilmember Ted Miller. Motion passed 3-0.**
- B. Longhorn Coffee Saloon & Ice Cream Bar- Special Event Permit Application- ACTION ITEM- Live on the Longhorn (June 2024) plan is to close off parking area with cars on each end and roped off making it safer. It is recommended to sit in the alley way for safer conditions. Concerts will be held during daylight hours. Discussion about fees to be waived because it's open to the community. **Councilmember Ted Miller motioned to approve Special Event permit application and waive any fees, seconded by Councilmember Tyler Ballard. Motion passed 3-0.**
- C. Verkada Trial Camera's set up -ACTION ITEM- Discussion about trial use of 2 cameras. Verkada recommends the Bullet camera (for RV Station) and Multi lens camera (City Park). City will need additional cell numbers (Verizon) to accommodate connectivity of cameras. Target 1st of June to have possession of the cameras and installed. Mayor Lee asks Council for permission to sign 30-day trial contract with Verkada. **Councilmember Josh Bovey motioned for Terry to sign 30-day trial contract, seconded by Councilmember Ted Miller. Motion passed 3-0.**

CONTINUED BUSINESS:

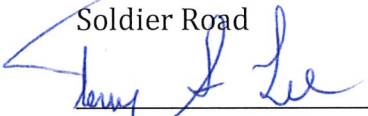
- A. Discussion on 801 2nd Street West-None
- B. Sun Creek Discussion-None
- C. Lot 112 Willow East-Lots 12,13,14 and 15-ACTION ITEM-None
- D. Sidewalk Options-ACTION ITEM-None
- E. Clean up Day-Proposed June 1st-ACTION ITEM-County and City to participate if Timberline will honor the same pricing as 2023 which is \$500 from County and \$1000 from City. Waiting for confirmation from Joel at Timberline Trash. **Motion by Councilmember Tyler Ballard for Mayor Lee to put the same amount of funds towards cleanup day, seconded by second by Councilmember Ted Miller. Motion passed 3-0.**
- F. RED's Program Participation-ACTION ITEM- The City paid \$500 last year (2023) to participate. New RED's representative is providing value and resources compared to prior years. **Councilmember Tyler Ballard motions to fund \$500 to support REDs program for 2024/2025, seconded by Councilmember Ted Miller. Motion passed 3-0.**
- G. City of Fairfield RV Dump-ACTION ITEM- Google is showing the old RV dump address. Ted recommends that we make a map to put up sign at old RV dump in the park. Jerry has new signs up. Mayor Lee suggested making a posting site for Information (Jerry has Plexi glass sign box in Shop). In the future we can use this box for reserved signage for the park.
- H. Code Enforcement position-ACTION ITEM-None
- I. Pickleball Courts-ACTION ITEM- Jerry contacted businesses for bids to fix tennis court) which could be upwards of \$10,000. The basketball court (Steam engine park is an option. It currently has a really rough surface and could possibly put a layer over the top and a silica top to smooth it out. No price yet. Tennis court is the recommended site to refurbish to be usable for Pickleball. Councilmember Ted Miller shared a sample Pickleball kit with racquets and ball. Whole court will be re-sealed. The Tennis courts need some repair so this is a good time to proceed.
- J. Computer upgrade bid-TEK District-ACTION ITEM- Councilmember Ted Miller and Stacy Westbrook discussed the computer bids through Tek District for new computers/monitor, virus protection and BPU. Use ARPA funds for this purchase. Stacy to make sure these are ARPA approved expenses. **Councilmember Tyler Ballard motioned to approve hardware purchase, anti-virus, and power backup by Tek District seconded by Councilmember Ted Miller. Motion passed 3-0.**
- K. Budget suggestions (changes for this year) 24/25-ACTION ITEM- Clerk will have Preliminary Budget numbers for next Council meeting on June 13, 2024.

REPORTS

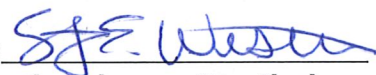
- A. Mayor's Report and Correspondence- None
- B. Water and Sewer: Tyler Ballard-None
- C. Streets and Alleys: Ted Miller- It is noted that residents are starting to park in the alleys again. Option to alert residents that parking in the alleys is an obstruction. Discussion on Code enforcer position. Clerk will send out a note in water billings that there is no parking and to keep alley ways cleaned up.
- D. Parks and Recreation: John Pine-None
- E. Fire and Police: Josh Bovey- Letter from DEQ about a complaint in the county about resident burning trash. The resident and Sheriff's office has been contacted. No one to enforce but Fire will put out information. DEQ sent a letter to resident.
- F. Public Works Superintendent-Jerry Scovill-None
- G. Planning and Zoning Administrator: Ed Reagan- Absent
- H. City Clerk/Treasurer- Stacy Westbrook-None

Councilmember Tyler Ballard moved to adjourn meeting, Seconded by Councilmember Josh Bovey. Motion passes 3-0. Meeting adjourned at 7:52 p.m.

Next Regular Council meeting will be Thursday June 13, 2024 at 7:00 p.m. at 407
Soldier Road



Terry S Lee, Mayor

ATTEST: 
Stacy Westbrook City Clerk