

**Fairfield Town Council Meeting Minutes
January 11, 2023**

Mayor Loren Tacke called the regular meeting to order at 6:31 p.m.

Those Present: Mayor Loren Tacke; Council Members: Ron Dauwalder, Scott Hoyt, and Chuck Brown; Public Works Department, Chuck Dale; and Clerk/Treasurer, Tammy Comer.

Also Present: Vonnie Jacobson, Choteau Acantha; and Jeremiah Theys, Great West Engineering via phone.

Councilor Dauwalder made a motion and Councilor Hoyt seconded the approval of the December 14, 2022 regular meeting minutes. The motion carried by a vote of 3 ayes and 0 nays.

Public Comment: None

Agenda Changes, Deletions, or Additions to Reports: None

Old Business: None

New Business:

- A) Jeremiah Theys of Great West Engineering stated that the Transportation Alternative grant applications for phase two of the sidewalk project are due by April 12, 2023. Awards for the grant could be released as soon as August or September. Small communities are eligible for a \$5,000 reimbursement from MDT whether the Town is awarded the grant or not. Mr. Theys stated he would like to get new letters of support for this phase of the sidewalk project as they go a long way in securing grant funding. He said the task order is ready for signature and will be on the February agenda for approval. The total cost of phase two is approximately \$472,000. He mentioned that MDT usually has administrative fees and told Mrs. Comer to budget about \$20,000 for the 23/24 budget year.
- B) Mr. Theys stated that they have the website up for the Town's Capital Improvement Plan (CIP) and everything ready to send out the survey. Community members will be able to scan a QR Code, fill out the survey on Survey Monkey or fill out a paper survey. Mayor Tacke stated that he would have the CIP Committee finalized by the February meeting. Mr. Theys left the meeting at 7:03 pm.

Committee Reports:

- A) Fairfield Volunteer Fire Department: Fire fighter Chuck Dale said the SCBA's and masks are in and will be fitted soon.

Chuck Dale stated that the Fire Department had acquired two generators from the DRMO program. They are 75 KW generators and will work well especially during emergency situations. He added that he and Nick will service both generators and make sure they run well.

- B) Teton County Sheriff's Report: No one was present from the Sheriff's Office, but they left case reports for December. December consisted of 5 cases for the Town. Judge Rasmussen submitted his caseload activity report which included no citations for the month of December. No report from the prosecuting attorney was received for December.

Business Licenses and Zoning & Encroachment Permits: None

Mayor's Report

- A) Mayor Tacke said they were getting close to launching the Town's website but there was a hiccup with the Town's logo.
- B) Mayor Tacke stated that the Town does not have a data breach policy but needs to put one in place. He has created a data breach policy for the Town and emailed it to MMIA for their review. MMIA reviewed and sent back with their approval. Mayor Tacke said he will have it ready for the February Council meeting.
- C) Mayor Tacke reported that he will have a complaint policy ready for review at the February Council meeting. Having this policy in place will be beneficial when following through with complaints that come into the office.

Department Reports:

- A) Public Works Department, Chuck Dale stated the telemetry is down so they are unable to give the well pumped report. They have to run the wells manually since they are run from the telemetry. They are working to get it up and running again. He added that the heater is also down in the water tower.

Chuck said that Hard Rock Construction will be here texting the valves so there may be temporary interruption in service.

- B) Clerk/Treasurer, Tammy Comer discussed the second quarter budget to actuals. She added that everything is in line for the first half of the year. Council didn't have any questions for Mrs. Comer.

Town Council Reports: Councilor Brown stated he had not gone to the Teton County Planning Board meeting as he had another meeting at the same time.

Approval of Monthly Claims: Councilor Brown made a motion and Councilor Hoyt seconded the approval of claims 965425 through 965467 for \$82,969.37. The motion carried by a vote of 3 ayes, and 0 nays.

Public Comment: None

Councilor Hoyt made a motion and Councilor Dauwalder seconded to adjourn the meeting. The motion carried by a vote of 3 ayes, and 0 nays. The meeting adjourned at 7:17 p.m.

The next regular Town Council meeting will be Wednesday, February 8, 2023, at 6:30 pm in the Town Office.

Loren B. Tacke, Mayor

ATTEST:

Tammy L. Comer, Clerk/Treasurer