

**Town of Garfield  
TOWN COUNCIL  
REGULAR MEETING MINUTES Preliminary Draft  
Town Hall – April 12, 2017**

**CALL TO ORDER:** Mayor Ray McCown called the meeting to order at 7:00 PM.

**ROLL CALL:** Mayor Ray McCown, Dave Ulrick, Neal Leon, Mark Young and Daymon Marple.  
Clerk/Treasurer Cody Lord and Public Works Reuel Klempel and Mark Phillips Absent: David Jones

**GUESTS:** James Woomack and Penny Martinez with Garfield Grange. Kevin Pickron and Connie Kriebel

James Woomack and Penny Martinez are here to talk about the Grange organization in the Town of Garfield. James explains the Grange is in need of gaining some new members and if they don't they will have to disband the group which will have larger consequences because they are one of the few organizations left in town with a 503C designation which allows them to do non-profit events. Without this they would no longer be able to do the food giveaway in town or the senior meals. The Grange was organized in Garfield in 1931 and has been operation for 86 years and was once a large and growing organization. Right now the organization is being run by 3 people because most of the members are now elderly and they have had an issue with attendance. James asked if the town would help support the awareness of their organization and put some information on their website. Mayor McCown said Cody can place some information on the website but unfortunately there is nothing else the council can do to help with the falling memberships.

Kevin Pickron is here to talk about the sink hole on Union Street outside his house. He is wondering what is being done about the matter. Mayor McCown said they are just trying to find time to make it over there and figure out how to address the matter. Kevin wonders if the town has a large metal sheet they could place over the hole so it isn't such a hazard. Mayor McCown assures Kevin it will be fixed before too long.

Jeff Rathbun is here to talk about moving the restaurant project forward and expresses to the council he would like to purchase the building. He would also like to talk about some of the issues he has noticed with the space like the leaking roof in the lounge area where the ice had formed on the roof over the winter and wonders how that will affect things. Mayor McCown said the ice clump was caused by a swamp cooler that was not properly winterized and a plastic piece froze and broke in the cold weather causing the water to run down the roof and freeze. The freezing of the water at the back of the roof caused an ice dam and then water began to back up and run under the roof, once the cold weather snapped the ice went away and so did the leaking so if the swamp cooler is properly winterized in the future there should be no more issues. Jeff confirmed he noticed the leaking went away on the inside of the building.

Mayor McCown said he is not sure how the council feels about selling the building but he would support selling it as is. Cody reminds everyone that if the building is to be sold through the town they must first have the property appraised then the council must motion to surplus the property and then they must put it out to bid and post it in the local official paper which is the Gazette. Jeff responded that he is shocked this was the first he was hearing of the property needing to be surplused in order to be sold. Cody explained at the last meeting he attended he talked about the need for the appraisal and surplus to the highest bidder since that is the only official way the town can surplus the property. Jeff said he was disappointed about this news since he had already been dealing with his real estate agent, investor and attorney to make this project happen and his realtor had told him the property only need to be listed on the MLS site for two days to meet the sale requirements. Cody said he is a little confused why there is a realtor even involved as the original discussion didn't make mention of a need for a realtor as the town has the right to surplus their property without an agents involvement. Dave Ulrick said that he remembers having the discussion about the need to surplus the property at the last meeting but possibly the details could have been confusing. Jeff again stated he was very disappointed in the new revelations and would need to get with his realtor, attorney and investor to see how they would like to proceed.

Mayor McCown stated he felt no one else would come forward to put a bid on the restaurant if it were to go

to surplus. Mark Young states this is just the way that municipalities must surplus property and suggest maybe Jeff would like to lease the restaurant until such time they decide to move forward with a surplus sale. Mayor McCown said it would need to be published in the official gazette for two weeks and then we would have a sealed bid if no one bids higher than the appraised value then the property would be sold to the highest bidder. Jeff asked is there an opportunity for the bidders to counter bid and Cody explained no because it is a sealed bid and it would be awarded to the highest bidder. Jeff states this is where his concern lies. Mark said again you could choose to rent the space and see if it was something that was going to work for you and then move towards making a purchase of the space. Jeff said he would need to take a little more time to decide on how he would like to move forward.

Mark said in the meantime if Jeff decides that he would like to rent or lease the space the town would be open to that as well. Dave said he would be apprehensive about leasing the space for a year and then putting it up for sale. Mark told Jeff to take time to decide on how he would like to move forward and if he decides to continue forward with the purchase of the space to let Cody know and he will work on getting the appraisal set up. Jeff said he would get back with the town Monday on how he would like to proceed.

**APPROVAL OF MINUTES:** Daymon Maple **MOVED** to approve the minutes of the Regular Council Meeting March 22, 2017. Dave Ulrick seconded the motion and the motion carried unanimously.

**POLICE DEPARTMENT REPORT:** Police Officer Joe Merry present for this meeting.

The police department is starting to look again at junk vehicles in town. There was a robbery that occurred in Palouse in an unlocked garage and there is a primary suspect in the case. Mayor McCown asked Officer Merry when his last day with the police force would be and Officer Merry said he would be retiring December 31<sup>st</sup>. Daymon Marple said there has been a change in the trailer park due to the death of Carol Lawson and wonders who will be in charge of taking care of the park now. Officer Merry said they will make contact with them to find out who their point of contact will be for any future issues. Daymon said it may be a perfect time for the town to offer to buy the space.

**PUBLIC WORKS REPORT:** Reuel Klempel and Mark Phillips are present for the Public Works Department

#### Water

- They completed one locate at 3<sup>rd</sup> and Adams and located the valve for that under the ditch. Public Works is in the process of cleaning up the wells for the sanitary survey between now and the 18<sup>th</sup>. Health Dept is coming on Tuesday the 18<sup>th</sup> to inspect the water system for the town. They have to get up on top of the tower and take pictures of the hatch.
- Mark has retrieved the document to fulfill the public records request for the water department.

#### Sewer

- They did scope the line on 4<sup>th</sup> Street and found roots in the system at about 144 feet. They called in a locate so they can prepare to make repairs to the line. The line from Cleveland down is still clay and very little plastic pipe is on that run. Dave said when they are ready to dig the line to let him know and he will look over the project with them.
- Reuel identified some of the I&I issues on Front Street so he dug a channel for water to run off and re-route so it was no longer running over the top of the manhole.
- The flows have slowed down some but it is hard to say if that repair contributed that much or if there is just less ground water at the moment. The flows are still up around 167,000 gallons a day.
- Reuel said that he was able to clean one of the check valves and the other one was plugged with rocks and debris and was wore pretty badly. He replaced the worn check valve and now the lift station is operating correctly.
- Inside the building they are still having issues with the ultrasonic sensor in there. The pit would fill up and flow outside. Reuel will work on getting a price for a pressure sensor in there so they can fix the issue. Currently there are two gas pumps out there that are pumping the water around.
- Reuel spoke with Mike Hepp today and talked about the treatment plant in regards to flooding issues and Garfield is not the only plant having issues due to the heavy flows this winter.

The influent pump is fixed now. There is an overflow sensor which when it hits 80 inches sets off an alarm system and calls Mark and Reuel's cell phones and they can look and see exactly where the flows are. Mike stressed when they have overflow they need to be calling Ecology and letting them know. When the last pump went out they did notify Diana.

#### Garbage

- Mark was gone the last few weeks and Reuel ended up doing the garbage route. He was able to get almost the whole route completed and the transmission began acting up. There was an electrical transmission issue due to a bad battery terminal and it got fixed. Chris McCully was able to work on the battery and wires and get it to work correctly which was a lot cheaper than sending it to Spokane for repair. Also there is a little bit of issue with the arm for the Cuarrato Can not working smoothly.

#### Streets

- There is a sink hole at 7<sup>th</sup> and Union Street and it is right in line with the sewer main, they will need to call in a locate to see if there are any other services in the area and then assess what the issue is with the road so they know how they can approach the repairs. Reuel reminds the council if the hole to repair the issue is deeper than 4 feet they will need to get shoring in place. There are several services that run into that pipe including Sue Dvorak and Kevin Pickron's property which is still a clay pipe. Mayor McCown suggests running a camera up the line to make sure there are no issues.
- They repaired a pot hole on 3<sup>rd</sup> street and there are lots more to repair in the near future.

Neal provided a quote from Motley and Motley for the repairs on Jefferson Road between South 3<sup>rd</sup> and 4<sup>th</sup> Street. Cody is working with the Keltic Engineering to get emergency repair funds to hopefully replace that section of road and also address the pot hole on Union Street. Mayor McCown questioned the sensor that Strom put in the wet well about 3 years ago and thinks it cost the town about \$2,000. Reuel said it is a sensor down in the wet well that is measuring the water pressure and Strom did a good job of installing it and it works great. Mayor McCown said they need to start working on the sewer lines repairs in town and Reuel said that wouldn't be happening until after the DOH sanitary survey is completed on April 18<sup>th</sup>. Mayor McCown said it is important that they guys start working on the I&I issues while the flows are high, he is aware they popped some manholes and looked in them but once the flows are back down to the 40,000 volume they will no longer be able to study it and he stresses how important it is to be on top of studying it now. Daymon asked if there is anyone they can contract with to make it happen quicker. Reuel said it just takes time to get it done and right now there is not enough time in the day for everything. Mayor McCown asked to authorize Cody to start working on the emergency fund TIB Grant application with Keltic Engineering and council supported moving forward with the TIB Emergency Road Repair Grant.

Mark Young asked about the meeting with the river watchers and wonders if that has been scheduled yet. Mayor McCown said Cody turned the scheduling of the meeting over to Bishop's office as they will need to attend the meeting. Stephen Bishop will let us know when the meeting is scheduled. Neal asked about the manholes on Front Street and wonders if Reuel was able to find the 3<sup>rd</sup> manhole cover that was missing. Reuel said he was able to find all of them and the one that was thought to be under the barn is actually not close to the barn and now they know exactly where it is located. A couple of them will need to be raised but for the time being the water has been diverted and Reuel put corks in the lid of the manhole that was still under water.

Kevin asked do they need to worry about liability on the sink hole on Union Street. Mayor McCown said it has been plainly marked as an issue with a barricade over the top of it. Mayor McCown is confident the barricade is enough for now until they can get it repaired. Daymon wonders if they need to act on the pressure switch right away for the plant and the mayor said he would recommend it. Daymon Marple **MOVED** to purchase the pressure switch for the sewer plant not to exceed \$2,500 with tax and shipping. Neal questioned if they absolutely need it right now and Reuel said yes, if you leave it on manual and there is no water to pump it will burn up the motor. Mark Young seconded the motion and the motion carried unanimously.

#### **OLD BUSINESS:**

1. Jeff Rathbun Restaurant Proposal (Covered in Guest Section)
2. Surplus Gator, Orange Dump Truck and Cop Car

Mayor McCown said Cody is in the process of setting up with PublicSurplus.com which will handle the whole transaction from start to finish and make it so we don't have to pay to publish in the local paper. Locals can still bid on the surplus item they would just need to do so from the public surplus site. There has been some interest in the items since it was published in the local paper. Mark Young **MOVED** to set up an account to surplus the no longer needed town vehicles. Dave Ulrick seconded the motion and the motion carried unanimously. Cody will get the account set up and at the next meeting they will determine the minimum bid price and get them listed.

### **NEW BUSINESS:**

1. Fire Pumper Truck Needed.

Mark said that Chief McCully is here to talk about the need for a different pumper for the fire department and the cost of such a truck. Chief McCully said they got rid of a tender awhile back and never have replaced it and he hopes since the funds are available for a capital purchase, they can now purchase one. He talked with the insurance rating bureau and the department only needs one rig that is a rated pumper, currently they have two which doesn't help nor does it hinder the department. They have been researching rigs and it appears a truck with a tank and pump with dual axels are hard to find. If they are trying to stick in the 2000 year range they are even more difficult to find. Mark questions if the capital money set aside for the fire department could be used towards the truck purchase. Mayor McCown said in his opinion the purchase of the truck would be more benefit for the rural than the town and doesn't feel it is necessary to have a pump truck in town. He reminds the council that the town is a very small portion of the rural district.

Mark said awhile back the town entered into an interlocal agreement with the fire district and had agreed to terms, which means they continue to work together and make purchases jointly as needed. They discussed the purchase at the fire board meeting and feel it is a very important and necessary purchase at this time. Mark feels it is important to maintain that 60/40 split agreement. Chief McCully said they currently have 5 trucks and this will allow them to go down to 3. They have submitted for grants to make a new purchase but have come up empty handed on the grants so far. Mark said he was led to believe the town had set aside \$26,000 for a fire truck purchase and the town's share of the truck they are interested in purchasing would be \$21,000. Daymon asked if they will have to put the radios on the truck and Chief McCully said they can move them over from one of the other trucks but in 5 years they will need to have those replaced as well, currently the turnouts are up to date.

Mark said the department received a grant for extrication equipment for \$25,000 and a \$10,000 grant for a front nozzle on the brush truck. Cody said the fire capital expenditure reserve fund has a balance of \$26,475 and something to keep in mind is this fund is increased only by \$2,000 annually by an interfund transfer so it would be important to know this fund will take approximately 15 years to reach that balance again. Neal asked if they would eliminate one of the town's trucks. Chief McCully said it would be worth very little in surplus so it may be better to keep it for back up. Mayor McCown said the town would be paying 40% of this truck expense; however the district is taking in more taxing money then the town. Mark said when the contract was created those were the terms they agreed to and he doesn't feel right now would be a good time to start squabbling about it.

Mayor McCown feels the contract should have never been agreed to in the first place saying the town had to pay to have the fire station built, Mark and Daymon disagree with him saying the agreed to contract is very important to the town. Dave said he believes the fire truck is necessary

city equipment. Mark said the details of the purchase, insurance and what would happen to the equipment if the contract was voided can all be found in the current interlocal agreement between the town and the fire district. Daymon asked how soon will you have to move on this and Chief McCully said they have already committed to the purchase and will be finalizing the deal in the coming days. Daymon Marple **MOVED** to make the reserve funds available from Fund 310 the Fire Capital Purchase Fund for the fire truck purchase. Mark Young seconded the motion and the motion carried unanimously.

2. Council and Mayor Election Dates

Cody reminds everyone that the Council and Mayor Primary Election deadlines are coming up and anyone interested in those positions will need to sign up with the county between May 1<sup>st</sup> and the 19<sup>th</sup>. Details about how to run for a position can be found on the county website or Cody can provide the information at Town Hall.

3. Proposed Levy Amounts

Last year’s street levy was approved at \$62,000 and Mayor McCown feels they need to ask for the same amount of money because with the current condition of the streets in town and some of the issues they had from the winter season they will use all those funds in the coming year. Neal Leon **MOVED** to ask for \$62,000 in a street levy for collection in 2018. Dave Ulrick seconded the motion and the motion carried unanimously. Cody will have the resolution prepared at for the next council meeting and into the county by the posting deadline. Cody asked if they would also like to run another special street levy like the one they asked for on Spokane Street. Mark feels like they are asking a lot of the citizens of Garfield right now with the rate increase and the \$62,000 proposed street levy and feels like it may not be a good time but also says if the town doesn’t start making improvements beyond just standard upkeep for the streets, the roads are going to get worse. The council is in agreement they will only ask for the \$62,000 street levy at this time.

Mayor McCown said it is time to grade the streets again and noted the county did a great job on the road leading to the compost pile. Neal said it would be great to get it done but he would like to see them roll it when completed so that it lasts longer. Mayor McCown thought the cost last year to have it done was about \$500 and Dave felt if that is all they charged, then he is in support of getting it done. Daymon Marple **MOVED** to grade the gravel streets in Garfield. Dave Ulrick seconded the motion and the motion carried unanimously.

**FINANCIAL:**

Approval of Checks: Daymon Marple **MOVED** to approve the following bills presented to council for payment. Mark Young seconded the motion and the motion carried unanimously.

Check Register #12674-12680 Plus Dept. of Retirement	Payroll: \$9,679.84
Check Register #12681-12682 Quarterly Payroll	Claims: \$2,585.30
Check Register #12683-12704	Claims: \$21,849.12
	Total: \$34,114.26

Cody informs the council that the quarterly numbers are on the table and the main items they need to be aware of are the expenditures in the water, sewer and garbage fund which is currently about 6% over budget. Cody will also be sending the quarterly budget numbers to the council by the end of the month for review.

Cody informed the council that the auditors came in on short notice because they were alerted to a potential employee fraud issue. They requested some documentation concerning town fuel cards, and a few other items were discussed such as surplus, purchasing of the backhoe and comp time hours and the policy regarding comp time.

Neal said he would like to request that Cody attend the DOE / river watcher meeting so that notes can be taken and financial questions can be answered for them if they have any. Mayor McCown agreed that he could be present for the meeting. Mayor McCown said the town's attorney and DOE will also be present at this meeting that will be arranged by Stephen Bishop in the near future.

**ADJOURNMENT:** Daymon Marple **MOVED** to adjourn the meeting at 8:22 PM. Dave Ulrick seconded the motion and the motion carried unanimously.

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**Ray McCown, Mayor**

**ATTEST:** \_\_\_\_\_  
**Cody Lord, Clerk/Treasurer**