

Town of Garfield
TOWN COUNCIL REGULAR MEETING MINUTES Preliminary Draft
Town Hall – August 13th, 2014

CALL TO ORDER: Mayor Ray McCown called the meeting to order at 7:02 PM

ROLL CALL: Mayor Ray McCown, Mark Young, David Jones, and Tim Southern. Staff: Public Works Superintendant Robby Johnson and Clerk/Treasurer Cody Lord. Absent: Sharon Schnebly, and Daymon Marple

GUESTS: David Ulrick and Eric Hasenoehrl

David was wondering if he can get the Yield sign back at the Methodist church. He said it is a blind corner there so it tends to be a problem. Robby Johnson said yes he has one that he can put there. It will just have to be put right at the edge of the sidewalk. Council feels it would be a good idea to keep our roads as safe as possible, so if it would make it safer, they are in favor of it.

APPROVAL OF MINUTES: Mark Young **MOVED** to approve the minutes of the Regular Council Meeting and Public Hearing Meeting of July 9th, 2014. Tim Southern seconded the motion and the motion carried unanimously.

POLICE DEPARTMENT REPORT: Officer Terry Snead

Since the last meeting there have been 2 arrests for domestic violence assault, 3 medical responses and multiple traffic stops down Main Street. Tickets have not been issued but people have been given warnings to slow down around town especially down Main Street. Also there was one theft of credit cards and 2 people contacted regarding shooting bb guns at private property. There was also one dog bite and one trespass, 1 mental health issue in conjunction with an abandoned house that is in the process of being foreclosed. This individual has been trespassing so the police are dealing with that along with the nuisance violations that are occurring at the residence. Officer Snead has been getting a chance to meet people in town. Officer Snead said he has a different style of patrolling and you will see him in his car roaming the streets of Garfield more often. Officer Snead encourages everyone to use the 911 number to call any emergency in so there is proper documentation of the incident as well as correctly dispatching the officer that is on duty.

PUBLIC WORKS REPORT: Robby Johnson

Water

The telemetry on the water system has frozen twice now. Robby isn't certain what the issue is but hopefully it won't continue to be a problem. Tim Southern said it has only messed up a couple times since Robby Johnson has been with us and once when David Ulrick was here, so not too many times considering the length of time. They are thinking there is a pressure sensor that is possibly faulty, the meter in the tank could be pulled and then replaced. Mark Young states so we are not quite sure what is causing this? Robby explains there is a problem at 39 feet one inch which creates a faulty reading for the telemetry system. Mayor McCown woke Brad up early Saturday and Brad showed him how to unplug the system to reset the telemetry box. If it was a sensor that was bad then it wouldn't continue to work, it would just simply quit operating. Robby explains the computer inside the office is the unit responsible for calling for the water. Mark questions what did we just spend money on? Robby explains Strom re-wired and changed the electrical system on well # 3. Robby confirms that this has nothing to do with the supply of water from below the ground; it is simply a malfunction in the electrical equipment that happens from time to time. Mark said the water on South Hill was coming

out all brown. Mayor McCown explains this is due to all the sediment coating the pipes and as they are emptied and pressurized again some sediment comes loose; this is the same thing that happens each year when the fire department checks the pressure in the hydrants.

The Consumer Confidence Report is done and mailed, this is a yearly report. They have been working on replacing water meters, starting with the ones that are broken or stuck. So far 7 have been replaced and the public works aims to replace 10 every year. All the work is completed on well # 3.

Sewer

The response to the Notice of Violation was mailed to Dept of Ecology on the 10th. The Dept of Ecology appeared to be happy with everything that has been done so far. Everything seems to be operating fine at the treatment plant. There was a power outage last night but the generator kicked on and everything ran as it was designed to in a power failure.

Garbage

Two loads of recyclable have been taken in the garbage truck to Sunshine disposal in Spokane. The retro-fit on the route dumpsters will be completed tomorrow and just a few will be left to be completed for the extra dumpsters we use to distribute when requested by customers.

Parks and Streets

The mower is down and needs some work, currently it is in the shop being repaired. Something in the motor is the cause of the issue and the mower will probably just need to be replaced next year.

Mayor McCown questioned how many more dumpsters there are to retrofit before the route dumpsters are completed. Robby said they need 2 or 3 more for the route dumpsters to be replaced. Mayor McCown explains to the council that some of the dumpsters are in really bad shape and the town needs to purchase about 4 of them to replace the ones that are no longer good. The bottoms are rusted out so there is nothing to weld to. The public works guys have gone ahead and discarded a couple of them. The recycle trailer is loaded again and will be emptied in the coming week.

OLD BUSINESS:

- Designate a representative for the Palouse RTPO
David Jones said it seems like the best idea is for us to take turns trading off this responsibility. The group said lets not appoint anyone right now let's wait and see what happens with the group. Eric Hasenoehrl knows a little about the organization and said it is part of the planning process to get information into WSDOT organization; it is important to have and serves a purpose.
- Approvals to repair the pump on Well # 3.
Cody explains this is on the agenda just to officially document that Sharon Schnebly, Daymon Marple and Tim Southern approved the bid from Strom in the amount of \$3,710.91 to get the Well # 3 re-wired. Only two bids were provided; 3 were sought. The second bid was in the amount of \$4,972.42. The work has been completed with the lowest bidder.

NEW BUSINESS:

- Keltic Engineering TIB presentation.

Eric and Lisa Hasenoehrl completed the application for TIB for SR 27 mile post 24 just after the railroad tracks coming towards town hall between 3rd and 4th. They have talked with the representative at TIB and she believes it is a fundable project since it is on the highway and they like to do high visibility projects. The bid would be for sidewalk, curb and gutter. Just the north-side would be done. Eric Hasenoehrl asks the council would the town like to provide some kind of match. It does not require a match but it does raise your score. Eric says the town can provide cash match or commit labor (soft match) to bring down the cost.

Tim said in the past we have done the soft match. Eric asks do you have the time and personnel to take care of some of the work. If you can do it, it ranks higher. Mark asks what would the cash amount of the match be. Typically it would be 5% so roughly \$10,000 to \$15,000. \$213,000 is what the bid came in at. Mayor McCown said once we have a few of these remaining projects done the public works department will have more time that they could possibly commit to this. They have been playing catch up. Mayor McCown said he thinks they can easily take the sidewalks out; finding a place to dump them would be the hard part. Eric said you might be able to find a rock source that could recycle it or possibly a farmer could use it in their field to shore up a road.

Tim said the closest rock source is not really close. Mark asks where the TIB contractor would take it. Eric said they would find a place to take it and often times they find places that will haul it back if you buy their rock. David Ulrick said the last sidewalk debris went out to the compost site and was used as fill. Mayor McCown said possibly that is an option on this round as well as there is some space in between the creek and collection site. It would make a good buffer to keep the creek from washing into the dump site. Eric explains that if we don't provide a match the project is still ranked very well.

Tim notes the money would come from streets and right now we don't have excess money to spend from that fund so he thinks we should pass on the match. Mark said I would be inclined to go with what we have and hope for the best. He thinks we shouldn't count on the labor yet and we currently don't have the money to put towards it. Mayor McCown said we don't want to ask for more tax money and the sewer plant is still hanging over us with potentially more issues in the future, we just don't know what's ahead. Eric says he has the application here and the Mayor just needs to sign it. The council agrees to move forward without providing a match. The applications are due by the 22nd of August.

Eric also talks about how they mentioned looking into resurfacing California Street. The part that qualifies with the bad asphalt is so minor that it will not qualify for this round of TIB grants. There was a possibility of linking the arterial to the downtown corridor; however it just is not within the scope of projects the TIB is looking to fund at this time, also this road rated to high to be considered. Eric left some information on the vanpool for Daymon since it seemed he was the most interested in this project at the last meeting. Eric says they are starting to get more town to town activity for van pools, and provide a way for people who don't have the means to get around an option for transport. Eric explained there is no mass transit in the US that pays for itself yet, it is all subsidized in some facet. The county has a big route and the fees are reasonable but still subsidized. Pullman has a good transit system because the students are charged for it in their tuition.

Eric said concerning the plant we were looking at changing the de-chlorination system and we would need to tell the Dept. of Ecology what our plans are before making the changes. Two systems we were talking about changing were the de-chlorination, and the positive displacement pump. Mayor McCown said we should hold off on anything for now and see if we can get by with what we have for this year as the town has already exceeded its budget for the sewer plant this year. The Dept. of Ecology seemed to be pleasantly surprised with what has been done out there. David Tysz is also back and staying with us for the time being as the operator at the plant, he will be working with the guys and providing them training.

It will take some time to get the public works department trained; Robby has one year to go to get his operator license. Mayor McCown says it is difficult to sit through the school and be told what to do, both of these public works guys learn better with training by example. By having David work with them, their working knowledge of the plant will increase considerably. Mayor McCown said the best thing that has happened as a result of the meeting with the Dept of Ecology is the fines were avoided. Eric said one of the smart things the town did was reacting to the issues at hand and following through on getting them corrected. Voluntarily taking care of these things before they come and make you; goes a long ways.

Eric also brings up the storm water and trying to reduce the I & I at the WWTP. He explains one of the things David should be suggesting is having the pipes smoke tested again, possibly this could be done sometime after the New Year. Also the public works guys could be identifying the manholes that are a problem. They would then dig those down and address the water leaching into the system. Mayor McCown said they have addressed a couple of the manholes requiring maintenance and will be taking care of them soon. Eric explains these types of things are adding to the volume of water overflowing the system. The system works on a percentage of removal so if you have a lot of clean water coming into the system then there is too much water going into the system and not allowing it to work correctly. Eric said the Dept of Ecology was really anxious to see where the I & I issue is coming from. Doing all of this is showing the Dept of Ecology that we are actively after it and trying to fix the issue.

- Street Oiling plan for the next year.
Every year we field a couple complaints that some residents did not get their streets oiled. Mayor McCown thinks that if we are going to do one then we should do all the roads. Mayor McCown said at the first of the year lets look at the budget and see if we can budget more to get all the roads completed annually. Tim said he feels it is better just to alter the oiling each year so we keep within the budget and don't have to raise the street levy tax.

FINANCIAL:

1. Transfer of funds from Reserve Funds 410 and 412 to Fund 401
The transfers are already budgeted so we don't need approval, but Cody just wants to inform the council that he is moving the funds from the reserve accounts into fund 401. Mayor McCown said he likes to transfer more towards the end of the year all at once. Tim adds the one thing that does need to happen is that extra ordinary spending should come directly out of the appropriate reserve account. You can pay for the larger amounts out of the reserve accounts so that the day to day operating budget is not affected. The bio-cell repair should have been paid from the reserve account.
2. Quarterly Adjustment and Void Register
Council reviewed the finance committee members signed off on the adjustments.

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

Check Register # 11478-11480 Plus EFTPS	Payroll: \$6,044.53
Check Register # 11481-11482	Payroll: \$2,042.15
Check Register # 11483-11491 Plus EFT DOR	Claims: \$7,742.50
Check Register # 11492 Erroneous Exp. Reimbursement	Claims: \$735.76
Check Register # 11493-11497	Payroll: \$7,837.32
Check Register #11498-11522	Claims: \$24,130.39 Total: \$48,532.65

Mayor McCown said Sally Bishop talked with him the other day and the PDA is running out of money and will have issues paying the bills in the near future. He doesn't want to dispose of the PDA but he wants to suspend for them for a little while. Mayor McCown said he doesn't know where the deed is for the restaurant building but he would recommend putting the building under the town's name. The town could possibly have minimum fire insurance coverage on the building. Mark would like to know where the money would come from in our budget to cover the bills and what about the utilities. Mayor McCown explains the only bills the town would incur would be the electric and insurance bills. Mark asks what is our long term plan with this building, are we going to try and sell it? Mayor McCown said no, it is the only commercial building left in town so if someone comes to us and wants it we can lease it to them to put a business in there, we could help someone get started with a business that benefits that town. Tim said this is exactly why we don't want to dismantle the PDA; it may be eligible for grant money in the future. The PDA will still be active but the town would have control of the building. Mayor McCown said lets not take action on it just yet, let's look into the deed and check on the insurance.

ADJOURNMENT: Tim Southern **MOVED** to adjourn the meeting at 7:58 PM. David Jones seconded the motion and the motion carried unanimously.

Ray McCown, Mayor

ATTEST: _____
Cody Lord, Clerk/Treasurer