

**Town of Garfield**  
**PUBLIC HEARING 2015 FINAL BUDGET**  
**TOWN COUNCIL REGULAR MEETING MINUTES Preliminary Draft**  
**Town Hall – December 10<sup>th</sup>, 2014**

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

**ROLL CALL:** Mayor Ray McCown, Mark Young, Daymon Marple, Sharon Schnebly, Tim Southern and David Jones (7:06). Staff: Clerk/Treasurer Cody Lord. Absent:

**PUBLIC HEARING:** Mayor McCown opened the Public Meeting for the Final Budget Hearing at 7:00 PM.

No comments from the public.

Mayor McCown closed the Public Meeting for the Final Budget Hearing at 7:02 PM, and the regular council meeting reconvened.

**GUESTS:** Eric Hasenoehrl, Scott Bowman and Officer Joe Merry.

Eric Hasenoehrl is here to talk about some items at the waste water treatment plant. Eric explains the town is currently using gas from cylinders to disinfect with positive displacement pumps. Chlorine gas is very hazardous and requires two people to be present when changing out the chambers. Eric explains the town is going to be changing that out to a Clorox system to kill the left over bacteria. The town will also be putting in a de-chlorination system that uses sodium dioxide tablets which binds the chlorine and doesn't remain hazardous for the environment. Keltic Engineering has provided the Dept. of Ecology with a report and stats on the proposed plan which will hold them off until next year when the changes can be made.

Daymon Marple asked what kind of materials the system will be made of to fight off corrosion. It will be a plastic system. Eric explains these are really reliable systems and about the best thing going to take care of this situation. The big accident happens when a tank is moved then they fall and they break the nipple off and can result in bad things happening. Daymon ask once the chlorine binds how is it handled? Chlorine will go through the contact chamber where there are sodium tablets which the water flows over causing the chlorine to bind and dissolve. The tablets are dry pellets and easy to handle. Once the chlorine passes over the tablet it will be neutralized and there is no by product. It will be buried in the ground so no freezing will occur.

Tim Southern asks about the settling pond, can an adjustment be made to the current pipe so the wetland is fully utilized and compliant with the Dept. of Ecology. Eric explains in the past someone had gone out to the pond and done some ditching and now the Dept. of Ecology would like it repaired. The Dept. of Ecology has said it has to be dredged. Eric and Robby have talked with the Dept. of Ecology about adding piping which will raise the water level of the pond. Eric says it is below the level of the tank so it doesn't need to be dredged out and in fact he would recommend it not be done. Eric said it is good that you are showing good positive efforts and heading in the right direction of taking care of some of the issues at the plant. Eric says you guys have been very good about showing good effort.

Eric is also here to talk about TIB application the town submitted for grants on the highway project. Eric explains the town was two points below the cutoff for funding. The things that we didn't get points on were the matching funds and how the project relates to the downtown district. The TIB does come out and rate the town and they think this is a viable project but it just didn't rate high enough. Part of the issue is there were 255 applicants and much of the funding went to the west side of the mountains. This year's disbursement really went heavy to the west side and urban regions. Eric said when the TIB doesn't see funding equally distributed in the state they change the application variables. Also we have to recognize that as cities get funded and off the list they change the plans towns can apply for in the future. This will hopefully even out the funding. TIB also suggested looking at Federal funding since it is a state route. The TIB grant is very competitive and growing with more towns vying for it. We always give TIB feedback and how in these smaller towns it is hard for them to give matching funds.

Tim mentions that as soon as the town does a Federal grant then the town would get annual audits until the project is completed. Mayor McCown said the highway is going to be resurfaced this coming year. Eric suggested seeing if the town could buy in on that contract and see if the town could get some reduced rates. This would be a good time to do some projects with reduced material rates if you can piggy back the programs. Mayor McCown said he talked with a couple guys in town and they were looking at every intersection because they have to put in handicap access on all corners. He talked with them about the TIB grant and they wanted to know whether or not we received the grant. Tim asked Eric if DOT does come through and do the work would it be viable to look at paving California Street then. Eric said it will be cheaper if you extend and improve on their current plans.

**APPROVAL OF MINUTES:** Mark Young **MOVED** to approve the minutes of the Public Hearing and the Regular Council Meeting November 12<sup>th</sup>, 2014. Sharon Schnebly seconded the motion and the motion carried unanimously.

**POLICE DEPARTMENT REPORT:** Jerry Neumann present.

Chief Neumann says the police department has been working on some juvenile problems in town. They also have been working on items at the cabinet shop over the last week. The ownership has changed and it will continue to be a cabinet shop. Officer Neumann explains the new owner hopes he will be able to employ 3 to 4 employees by next summer. The exiting landowner still has access to his apartment, but he has trespassed on other parts of the property in the last week. The old owner no longer has interest in the business. Officer Neumann and the department are hoping it will be an amicable departure. The ownership of the building is now third party.

Daymon asked about the restaurant in Palouse and when they were speculating about opening. Chief Neumann said the owner is thinking it will be open sometime this winter. Mark Young asked what kind of juvenile issues the department was dealing with. Chief Neumann said because they are juvenile issues he is not a liberty to discuss them however the school, parents and kids involved have all been communicated with.

Mayor McCown offers that there are three issues in town that he sees and would like the department to check on. The first is there is an old metal sided trailer house across from the swimming pool that is not permissible. Chief Neumann asked if it is set up. Mayor McCown said it is a 30 foot trailer and not a travel trailer. Second thing is at the Hoyt residence there is a trailer along the side of the road that shouldn't be parked there. The third thing is the house just across the railroad tracks going towards the school on the left side has set some remodeling debris along the road. These items are too close to the road and will be dangerous once we start plowing roads this winter. The landlord needs to find a better spot for the debris.

**PUBLIC WORKS REPORT:** Public Works Update done by report

PUBLIC WORKS REPORT 12/10/14

Water

- Low water usage continues.
- We are experiencing some issues with the chlorinator on pump 3. It has been losing its prime, and it may need rebuilt.
- Lead and copper testing nearly complete, 1 sample left to collect.
- Telemetry system needs to be looked at this coming spring to correct the signal issue.

Sewer

- Attended waste water operator class in Spokane, Robby passed and is now a Group 1 Operator. He can test for Group 2 in August.
- Stove oil tank has been filled.
- Lab supplies have been purchased.
- Containers for bio-solids have been built and are in use.
- Bio-solids should be hauled soon.
- New sewer connection installed on 1<sup>st</sup> street.

#### Garbage

- Truck transmission needs serviced after first of year, been having trouble with slipping.
- More newspaper will need to be hauled to Spokane.

#### Streets

- Christmas lights are up.
- Select streets were plowed, more chips are needed. Will haul on a needed basis.

#### **OLD BUSINESS:**

1. Ecology Update. The most recent deadlines have been met and the Dept. of Ecology will be here on December 17<sup>th</sup> for a meeting.
2. 3<sup>rd</sup> Quarter Adjustment Register. Tim Southern and Daymon Marple signed the adjustment register after the council reviewed.

#### **NEW BUSINESS:**

1. Approve Capital Facilities Plan for 2015. Tim Southern **MOVED** to approve the updated 2015 Capital Facilities Plan. Daymon Marple seconded the motion and the motion carried unanimously.
2. Resolution 2014-08 amending the water rate schedule. Tim explains to the council this is the 3% annual increase to the water rates for 2015 and 2016 but applied bi-annually. The reason for the rate increase is to keep up with the cost of inflation and raising expenses for the Town of Garfield. Tim Southern **MOVED** to increase the water rate for 2015 and 2016 by 3% annually but taken bi-annually in 2015. Mark Young seconded the motion and the motion carried unanimously.
3. Resolution 2014-09 amending the garbage rate schedule. Tim explained to the council that this is the 3% annual increase for 2015 and 2016 to be collected bi-annually in 2015. The purpose for the rate increase is to keep up with inflation and rising cost of expenditures. Tim Southern **MOVED** to approve the rate increase for the garbage rates for 2015 and 2016 by 3% annually to be taken bi-annually in 2015. Mark Young seconded the motion and the motion carried unanimously.
4. Cost of Living (COLA) Increases for Payroll in 2015. Mayor McCown informs the council of the cost of living index numbers which are reflective of the Seattle area. Sharon Schnebly explains the CPI is 1.3% total for 2014. Tim said it is projected to be 2.1% in 2015. Tim explains to the council that salaries in the 2015 budget are reflective of the current salaries with the step increases and a 2% COLA increase. Daymon Marple **MOVED** to adopt a 2% Cost of Living increase for budget 2015. David Jones seconded the motion and the motion carried unanimously.

5. Ordinance 449-N adopting the budget for fiscal year ending Dec. 31<sup>st</sup>, 2015. Tim asked the council if there were any questions on the budget. Tim explains that the 2014 numbers worked out better than he thought it was going to. Tim says the town is still gaining slightly in reserve accounts; however he feels council should look at them closely in 2015. The reserve money comes from a surcharge that is set up for each of the water, sewer and garbage accounts. That dollar amount doesn't get increased with the rate increase; it remains the same as it has in the past. Hopefully this year Garfield should be breaking even in all of the water, sewer and garbage accounts assuming that nothing major will go wrong. Of course there are always the unknowns that we can't foresee. The reserve money is for future capital projects. Tim explains at the end of 2015 take a good look at where the rates are. Tim believes the sewer needs to go up about a \$1.00, water looks pretty good and garbage rates will also be alright since the needed work has already been done to the truck.

Mark Young explains that he doesn't see the sewer account improving much in the next 3 years. Mayor McCown offered that hopefully these expenses will not continue to grow. There were several projects undertaken at the treatment plant that costs the town above and beyond the normal expenses. Tim added that the town doesn't have it budgeted to spend that much in the coming year, certainly not the \$20,000 the town had to spend in the last year. Mayor McCown said the public works guys are still learning the position at the plant and that David has helped a lot; however it is going to be awhile before they learn the whole process. Sharon Schnebly said we didn't anticipate the things that went wrong this year. Mayor McCown adds that the Dept. of Ecology will likely make the town fix the chlorine and de-chlorination methods and also the settling pond in the coming year.

Tim explains for once current expense ended how he thought it would with a little left over to put into the reserve. With this money the town will have enough left over to purchase a lawn mower next year. Mayor McCown said we really need to think about a different fork lift for the sewer plant. The town really needs one with a turn table on it and a fork lift to rotate the bio-solid containers once full. Tim said that purchase will have to come from fund 410 or 412. Mayor McCown thinks the town can trade the current one in and find one that is reasonably priced. Tim asked the council do they want to honor the previous agreement with the fire department concerning the non-spent money from their unused portion of the budget in 2014 to be transferred into their reserves for the next budget year. David Jones asked is this the \$3,000 that will be transferred and Tim confirmed this is not the \$3,000 but rather just the unused portion of their 2014 budget. Mark explains when they created the district if the Chief had more funds left over from the budget it will carry over to their reserves the following year. The council is fine with the transfer of the unused portion of the fire departments 2014 budget to their reserve account in the 2015 budget. Daymon Marple **MOVED** to adopt Ordinance 449-N the 2015 budget ending Dec. 31<sup>st</sup>, 2015. Sharon Schnebly seconded the motion and the motion carried unanimously.

Mark stated he would like to start the budget process earlier next year so his understanding of the budget is increased. Tim explains it is hard to start the process until the end of October since we don't have an accurate reflection of the current numbers for the year and also the town won't know what the expected increases will be for the coming year. Mark says he wants to take a hard look at what things we need to change, what might need to be cut and what may need to be increased. Mark says the council should be able to comfortably explain all the expenses to the community. Mark referenced Kevin coming to the preliminary budget hearing and thinks from his stand point he has some valid points and from ours looking at why we do things they way we do. Tim says a lot of people get confused on the fact that water, sewer and garbage are not affected by tax rates that these funds have to be self sufficient. Taxes and funds collected from water, sewer and garbage rates are completely separate issues.

6. Mayor/Council compensation forms for 2015. Forms are distributed to the council to elect to either take a pay for their time on council or to elect to forego the payment for their time on council.

**FINANCIAL:**

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

Check Register # 11632 PLUS EFT Dept of Revenue	Claims: \$1,472.80
Check Register # 11633-11636 EFTPS	Payroll: \$6,199.58
Check Register # 11637-11641	Payroll: \$7,944.50
Check Register # 11642-11666	Claims: \$23,603.48 Total: \$39,220.36

**ADJOURNMENT:** Daymon Marple **MOVED** to adjourn the meeting at 7:50 PM. Sharon Schnebly seconded the motion and the motion carried unanimously.

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**Ray McCown, Mayor**

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