

Town of Garfield
TOWN COUNCIL REGULAR MEETING MINUTES Preliminary Draft
Town Hall – January 13, 2016

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

ROLL CALL: Mayor Ray McCown, Mark Young, Daymon Marple, David Jones, Neal Leon and Dave Ulrick. Staff: Clerk/Treasurer Cody Lord and Public Works Brad Hasenoehrl and Mark Phillips

The new council members; Neal Leon and Dave Ulrick, and the re-elected council member Mark Young have taken their Oath of Office prior to the council meeting and their official paperwork was submitted to the Whitman County Office of Elections.

GUESTS: Fire Chief Chris McCully, Sandra Cavallo, Debbie Brown, Justin Phillips and Tim Southern.

APPROVAL OF MINUTES: Daymon Marple **MOVED** to approve the minutes of the Regular Council Meeting December 16, 2015. Mark Young seconded the motion and the motion carried unanimously.

POLICE DEPARTMENT REPORT: Chief Jerry Neumann and Officer Joe Handley present.

Chief Neumann is here to talk about the year in review. The department generated about 186 reports in Garfield, these are not including parking and minor incidences. There were 8 felony level investigations, 3 arrests; 2 for serious assault and 1 felony theft which bled into many states and the last check written was for \$50,000 plus. The department had 16 non felony arrests throughout the year.

Chief Neumann said with the new enhanced requirements for background checks to acquire a concealed pistol license things are going to become a little more costly and harder to complete. In the past the department has always relied on Whitman County to assist with background checks since their department doesn't meet the state requirements to conduct themselves. The department is already set up for mental health and finger printing.

The process to get signed up to be able to do the background information for CPLs will probably be another three months out. Anyone wishing at this time to get CPLs will have to go to Pullman or Colfax. If the department decides to move forward with the new program they are looking at an added cost of about \$2,200. In the meantime Palouse will be processing the CPL paperwork and sending it to the county for background checks, Garfield will no longer be able to fill out CPL forms. Chief Neumann says it is a nice service to add for the local people and would like to continue to be able to offer it.

Daymon asks is this for the CPL background checks and Neumann said yes they could also do things like weapons transfers, concealed weapons permits, runaways and stolen guns. It is a real added investigative tool. Chief Neumann started the application process last week and they will have some more training to do. Mark Young questioned under the new system will Garfield not get any money for processing them. Chief Neumann said no Palouse would get the money so that the police department could afford the new software. Right now they are suspended anyways so no money is coming in. Mark said in the past when there was an application filed, the Town of Garfield would get a portion of the money. Chief Neumann said that is correct but it will now go through the Palouse Police Department or the City of Palouse. Chief Neumann said the easiest thing to do would be to stop the service and forgo the cost of the program but it is a nice service to be able to have for the community.

PUBLIC WORKS REPORT: Brad Hasenoehrl and Mark Phillips present.

Water

- Chlorine levels are down and the public works haven't heard any complaints lately. The water system is running fine.

Sewer

- They are still having chlorine problems at the plant but have some ideas to work on and see if they can figure out what is going on.
- On Monday the Bio-cell stopped running and now it says there is an outside wiring issue. Strom will be coming tomorrow morning to assess the issue.
- Dalton will install the new overhead door motor he plant and then M & M Electric will be here to hook it up to electricity.
- There were high flows at the plant today due to the run off.

Garbage

- In the last couple weeks they had to call a tow truck twice to pull out the garbage truck, the front end is very heavy and gets stuck easily with the snow pack.

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Streets

- They are continuing to plow and do snow removal as needed. Mark brought the truck in and put the new carbide bits on the snow plow.

Neal Leon asked if the snow plow is ready to go. Mark Phillips responded he is just about done but by the end of day tomorrow it will be ready to go. Neal also asked why the Bobcat is parked around town. Brad said they were working on a project and covered it with the Bobcat instead of putting up barricades as they felt it was safer. Neal suggested when they are done working on a project, move the equipment back to the yard so it looks nicer. Mark stated he moved that equipment back yesterday but will keep that in mind in the future. Neal said last year it sat at the school for months and it should have been brought back. Daymon Marple said that piece of equipment is not the fastest thing to move. Brad said they could have put the orange barriers around it but elected to put the equipment over the top instead. Neal thinks in the future maybe just cover the hole or fill it in and re-dig it if it is going to sit there awhile. Mayor McCown asked Brad if Larry Hunt brings in a weight receipt when he loads gravel and Brad responded that normally he doesn't. Mayor McCown said in the future he needs to bring a weight slip with the shipment.

OLD BUSINESS:

Mark asked what the update was with the sewer plant and DOE and Mayor McCown said we haven't heard anything from Ellie but Mayor McCown is intending on calling her soon. David Jones asked how the progress is coming with employees getting qualified to become Level II Operators. Brad said there will be the necessary classes they need in June and once he has taken that class he can test to be a Level I Operator and then on his third anniversary here with the town he can go and test to become a Level II Operator. David responded, so it is a long time before the town can have an in house person that is a Level II Operator.

Mayor McCown said he also asked Brad and Mark to sign up for the school to be able to spray in town. Mark asked is DOE coming to talk with us soon. Mayor McCown said Ellie was going to look for sewer plants in the area that are similar to our plant but she has not gotten back to the mayor yet with any information. She thinks there are plants in Idaho that are similar to ours. Mark questioned if someone has an Operator II license can they work at any plant? Dave Ulrick said they just need a Level II or better to have them complaint with DOE regulations for our plant. Mayor McCown said they interviewed a Level II Operator who would have been happy to come work for the town for \$90,000 to \$100,000.

Mark said he is concerned about David Tysz not showing up to help the guys and the town has violations stacking up but nothing is being resolved. He feels the town should find someone to help us get at least one or two of these violations knocked off, we keep going on and on and soon we are going to be held to account. Dave Ulrick said he will spend a little more time with them and see if they can't get it back to where it needs to be. He thinks it will take about 2 months to get the digester back on track. Neal said he feels they should be starting at the beginning and getting the inflow working right and then start working on the next problem further down the line until they get to the end but not jumping back and forth to try and find the solution. Mayor McCown asked Brad if the valve that is stuck is a shut off valve and Brad said no it is a check valve. Mayor McCown asked do you think that the town should get ML Albright to get down the hole and take a look at it. Brad said he does have a confined space license. Mayor McCown asked

Brad to call and ask them to give us a quote.

Mark said that DOE brought their issues up a year and half ago, at that time he sensed something was changing and after the last meeting he felt politically it was changing and he doesn't want to see the town get fined. Mark is hoping this year they can get a handle on the plant and get rid of all violations. Sandra Cavallo asked about the Level II Operator from the Tri Cities, is the salary you are quoting a figure the mayor came up with or a number that the guy was actually wanting to get for his services. Mayor McCown said they offered him the job but the pay was just too far from the acceptable range. Sandra asked by how much and Mayor McCown said by about \$45,000 which was too much.

NEW BUSINESS:

1. Resolution 2016-01. Setting the Salaries for 2016. This resolution replaces Resolution 2015-7 which had a clerical error on Brad and Cody's step range that will be received at the time of their 3rd anniversary with the town. Daymon Marple **MOVED** to adopt Resolution 2016-1 setting the salaries for the employees in 2016. David Jones seconded the motion and the motion carried unanimously.
2. Council/Mayor Forms Electing to Decline or Take Compensation for 2016. Mayor McCown explained that Cody has provided some forms to the council so they can elect to get paid or donate their time while they are on council. Each council member and the mayor need to check the appropriate box and give to Cody.
3. Office Improvements. Reader Board and lock box. Cody thinks that having a reader board and an official drop box for payment would better represent the town. Council looks over the samples provided for a reader board and lock box. Mayor McCown said another improvement the library has asked the town to put a small closet in the back of the library for storage. There is enough room to get a 6x6 closet in there. Mayor McCown said it would take about \$300 worth of materials and another \$300 for the shelving. Sandra asked about the labor to get the project completed. Mayor McCown said he was going to take the town guys over and get the work done. Tammy Howard thought it was very necessary. Daymon agrees that we need a bulletin board. Dave said if a company displays they have issues with cash in that box then the town will also have that issue so suggests not buying the one presented and maybe looking into different options possibly one that drops to the inside of the office. Mayor McCown said he doesn't know where they would put it on the inside of the building. Daymon mentions the one that empties on the inside is about a third of the cost as the others but we would still need to cut a hole in the wall. Cody will research a few more options. Daymon Marple **MOVED** to purchase the outdoor bulletin board and buy the materials needed to put in a closet at the library. Dave Ulrick seconded the motion and the motion carried unanimously.

Mark said the Fire Chief put in for two grants today, one for equipment at \$38,000 and one for a new truck at \$350,000. There is typically very little chance of getting these grants but they thought what the heck they will give it a shot. Mark said they are looking at replacing two old trucks, one a 1979 and one a 1993. The new truck would classify as an engine for the town and would have the capability for the county as well. It would have a 1,200 gallon per minute pump on it. It wouldn't be as big as the two trucks parked in the bay now which is a tight squeeze.

Mayor McCown said since the first of the year he has built a list of what he would like to see getting done, the mayor would like the council and public works to bring a list as well. These are the items on his list for the upcoming year;

- Sewer plant is the number one priority.
- Get 4 hydrants replaced.
- Storm sewers cleaned out and properly flowing. Add three storm drains, one across the street here at 5th and California dig a ditch and run a pipe that will feed under the sidewalk into the drain,

- another one down by Cher Curtis' house and one at California and 6th.
- New water drain along the park. Cut a hole in the culvert put a little sump alongside the culvert and put three manholes in, the estimated cost would be about \$500
 - Replace the two inch water line in alley between the back of Bishop's Law office and Tom's butcher shop and clear behind the hotel.
 - Put a flood gate up by Paul Hendrickson's.
 - Fix the sprinkler system at the park, it needs a new timer on it and they need to find the wire to the furthest set of sprinklers.
 - Put new insulated doors at the fire station. Chris McCully suggested having Wayne Dalton go over and bid it out. They are probably 12x12.
 - Get the wire changed at the park and put the court lights on a timer with one meter servicing the whole park area.
 - Replace the water line at Darrell Grossman's, it has six patches on it.
 - Smoke the manholes this year and find infiltration issues.
 - Repair the cracking asphalt going up 2nd street towards the school. Cut out the cracked and damaged asphalt and patch.
 - Patch the walking path at the park.
 - Daymon suggests putting out new yield and stop signs.

Debbie Brown said with the holidays the new recycling bin is overflowing. Mark said he will pack it down which they do about three times before calling the county to come and collect it. Mayor McCown said the town is still having trouble with residents throwing plastic bags in there. Mayor McCown explained if it continues the county will cut us off and not provide the service any longer. Sandra said there is now a sign there that clearly states no plastic bags.

Mark said the Public Works has some items they would like on the list as well.

- The telemetry system for the wells needs to be worked on so it won't be as bad to manage this summer.
- Replace hydrants.
- They would like to get a tandem truck to haul more solids at one time to Bar-Tech.
- Update the one ton into something that is 4 wheel drive so they can use it for lighter snow. The ½ ton is four wheel drive but wouldn't be heavy enough for snow removal. Brad talked with Eric Slocum who said the lighter truck cuts down their plow time to about half the regular time.

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.

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| Check Register #12123-12126 PLUS EFTPS | Payroll: \$7,899.35 |
| Check Register # 12127-12128 QTRLY PAYROLL TAX | Payroll: \$1,985.20 |
| Check Register # EFT Dept. Of Revenue | Claims: \$1,228.89 |
| Check Register # 12129-12145 and 12156, 12157 13 th Month | Claims: \$11,122.12 |
| Check Register # 12146-12155 and 12158 | Claims: \$11,855.92 Total: \$34,091.48 |

Mayor McCown said he would like to appoint David Jones to the finance committee to help Daymon Marple. He would like to name Dave Ulrick to the Fire Board and would suggest Neal Leon replacing Sharon Schnebly on the Planning and Zoning Committee. Daymon Marple and Mark Young will be on the Police Committee. Mark Young will remain the Mayor Pro-Tem.

ADJOURNMENT: Daymon Marple **MOVED** to adjourn the meeting at 7:48 PM. David Jones seconded the motion and the motion carried unanimously.

Ray McCown, Mayor

ATTEST: _____
Cody Lord, Clerk/Treasurer