

**Town of Garfield**  
**TOWN COUNCIL REGULAR MEETING MINUTES Preliminary Draft**  
**Town Hall – January 27, 2016**

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

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

**GUESTS:** Tim Southern and Justin Phillips

**APPROVAL OF MINUTES:** Neal Leon **MOVED** to approve the minutes of the Regular Council Meeting January 13, 2016. David Jones seconded the motion and the motion carried unanimously.

**POLICE DEPARTMENT REPORT:** Jerry Neumann present for the police department.

Generally all is well in town. The water issue has been resolved on California Street. The police department talked with the adjacent home owners and neighbors and they have said the past tenants have been recently in and around the property. The police are keeping an eye on the property to see if there is any more malicious activity. Mayor McCown asked if Chief Neumann was referring to the Merrill trailer. Chief Neumann said it was his trailer and he received a couple phone calls from Joe stating he was concerned about water loss at the property. Mark Young asked where the trailer is located. The trailer is next to the fuel pumps between Busch and the Palmers. Brad Hasenoehrl stated that the property is not having any more issues.

Chief Neumann said the department has also been working on the junk vehicles in town. The junk vehicles just seem to multiply, the department gets one taken out and more come in its place. There has been a spike in traffic violations due to college kids speeding through town on the way to their ski trips. It happens every year about this time in Garfield and Palouse.

**PUBLIC WORKS REPORT:** Brad Hasenoehrl and Mark Phillips present.

Water

- Brad said he has locked the Merrill property out, and that he has been to that property three times and Mark once to take care of water issues.
- There has been a couple complaints of leaks in town, the big one is by Love's that they dug up last year.
- The motor at well # 3 went out. The pump grounded sometime in the night and blew up the case, it also grounded to the wiring case they had repaired last year. Brad had Strom out today and they are hoping it is not going to be a large issue. To just swap out the replacement pump is \$750.00. If the town decided to take the pump to rebuild it will be a minimum of \$2,700. So it will be \$2,700 to rebuild it and save it as our spare. Dave Ulrick said the pump that is here is a rebuilt one. Dave said to make sure they cover it with enough oil to cover the bearings. Brad would like permission to use Strom to get the pump repaired. Mark Young wants to make sure of the amounts that are quoted and states he is hearing \$750 to replace the current spare and \$2,700 to rebuild the broken one and keep it as a spare. Brad will get three quotes to make sure Strom is the best option but wants to also be able to move forward as soon as possible since it is our secondary water pump. Dave said they used a place in Spokane a couple times and the cost was comparable. Mayor McCown said they also had an outfit out of Lewiston prior to that who took care of issues like this. Mark said he just wants to clarify that they are approving to replace the broken pump with the standby and then have the broken one repaired and it becomes the new standby. Dave Ulrick **MOVED** to remove and replace the motor that is in the well now, replace the pump with the spare from the shop and rebuild the burnt up motor so the town has a back-up for the future. Brad said they would be looking at about \$3,450. Neal Leon seconded the motion and the motion carried unanimously.

Sewer

- Due to high flows the bug life in the Bio-Cell were washed out and will have to be rebuilt.
- Strom was out today and they replaced the motor on the Bio-Cell tower.

Mark asked how much time Brad and Mark were at the plant this week. Brad said he was there about 5 hours a day last week. The garage door at the plant is completed and operating well. An estimate of \$3,525 was provided by Wayne Dalton to replace the fire house doors and it would be an insulated door with the same window pattern. They won't need garage door openers since they still have good working ones. It was believed that the cost would be split 60% Fire Dept. and 40% Town of Garfield, however Tim Southern pointed out that it is the town's building so it is a 100% the town's responsibility to pay for the doors. Mayor McCown suggested someone on the fire council talk with the department and see if they are willing to help to get it to the 60-40 split as originally thought. Mayor McCown said he thinks changing those doors will pay for themselves in 5 years with the current electric bill.

#### Garbage

- Brad said garbage is going good however there was some confusion with the holiday that they didn't decide to take off. Cody and Brad suggested picking up garbage on Tuesday after a holiday even if the guys decide to work on Monday that way no one is missed and it is less confusing.

#### Streets

- Everything good with streets. Brad and Mark will continue to fill potholes.

Mayor McCown said that Mark picked up lumber for the closet in the library and they will start the project next week.

#### **OLD BUSINESS:**

Dave Ulrick brought of list of things that he would like to see done around town.

- Raise the manholes so the I & I problem doesn't continue since there are currently quite a few that are too low.
- Get the WWTP working properly. Mayor McCown and Dave will meet out at the plant on Friday to talk about all the things Dave sees as a priority.
- Change the faded signs. Brad said they are going to be doing this soon.
- When a water leak appears fix it within two weeks.
- Take care of the equipment. Mayor McCown said the equipment is in better shape now than it has been in a long time.

Neal Leon also provided a list of items he would like to see completed by the public works department.

- He would like the sewer plant addressed by starting at the beginning and going all the way through the system. He would prefer that they not start at the end and work backwards. Mayor McCown asked do you think we need a flow meter to check the manholes, Dave looked around the shop and he couldn't find it. He thinks it is possible during cleanup it got mistakenly thrown away. Dave suggests before anything is thrown away it needs to go through them first to make sure it is not important.

Brad said if you want them to start at the beginning there is a repair that is needed that will cost \$30,000 right away but they have talked about that being something they want to do over the years. Tim said they talked with the Mayor about that before and that would be a great spot to start but will be expensive as they have to by-pass the main pipe system and it will be a costly repair. Ellie at DOE said they can live with what is coming into the plant but the town really needs to focus on the effluent and making sure those numbers are good. Neal questioned the problem with grease and debris at the plant and wonders if there is way of reducing that. Brad said there are muffin monster pumps that basically chew through anything that comes to the plant however the pumps are much more expensive than the pumps we currently run. Neal suggests correcting the small things first. Brad said they have been spending more time cleaning the screens and it is helping.

- Tend to the water wells and make sure they are in good working order.

- Water lines and sewer lines fixed and replaced. Brad said in the future the standard will be to look at that line while they have it dug up and if there is less than 5 or 6 feet of good pipe before the next repair then they will replace the line. Mayor McCown said the water line in the alley at the hotel has about 6 inches before another repair. Brad said also a new policy will be any line that has more than two patches will get replaced.
- Chip sealing the streets, overlaying with asphalt is wonderful, chip sealing is a lot cheaper. You have to do it every 3 or 4 years but after doing so it will look just like asphalt. Mayor McCown asked do you believe the county would do a good job with chip sealing. Neal said he believes they would and if they are doing roads in the area they will give the town a better price. Tim said this is a great idea but to talk with Keltic Engineering as they will be able to assist with what would be best from a grant perspective. Mayor McCown said everything they have done so far has been with grants. Brad said he attended the local co-op meeting with Moscow and Pullman, and that Moscow is going to have a big grinder come in to grind and overlay and they will be helping other communities out with the removed ground material.

Neal said one other subject he would like to talk about is the equipment. The mini ex and skid steer are efficient to a point. All the utilities are in a street or alley with plenty of utility access so the town doesn't need small equipment. He thinks getting a quicker rubber tire backhoe will last longer and be more efficient, plus he feels they will be able to do much more work with it. He said he is not putting down the skid steer, he just thinks upgrading to a rubber tire backhoe would serve the town better. Justin Phillips asked are you talking about getting rid of the minis and Neal said yes. Neal said he doesn't foresee this happening overnight but with his 45 years of experience he feels like it would be a good move for the town.

David Jones wonders where the town is at with the Level II operator. Dave explains that David Tysz is a Level 3 Operator so there is no issue from not being covered. Dave said Brad seems to have a pretty good handle on what is going on, however he needs to get the testing more in line but he understands what needs to get done. Mayor McCown said he will call Ellie before the next meeting and he will check with her on the status of finding a similar plant in Idaho. Dave said he talked with the guys a few times and explained to them they need to work on their record keeping, basically if you can't show records to DOE they will take the stance that you haven't been doing it.

Neal asked do they have all the testing equipment that is needed. Dave responded they have what they need. David Jones asked about the violations and wonders if there is a way the council can see what the progress has been. Mayor McCown said he and Dave will go out Friday and discuss a few things, he feels in a couple weeks it should improve. Brad said they had 3 violations last month, above flow and two fecal violations. He feels until they get the chlorine situation addressed they are not going to get any lower numbers. Once the ground is soft they are going to try and dig the chlorine issue up and hopefully that will bring the total violations to zero. Tim Southern asked is that putting in the new chlorine-SO<sub>2</sub> chamber that was purchased in September into the ground and Brad said yes.

### **NEW BUSINESS:**

David Jones said the Fire Board needs one new member and it is determined Dave Ulrick will be filling this spot.

Cody presented the 4<sup>th</sup> quarter numbers to the council and also presented the 4<sup>th</sup> quarter register for the finance committee to sign.

Mayor McCown said there was an issue with the women's restroom at the community center which was clogged and it was also determined the men's toilet was not working properly. Mayor McCown said he is unsure if they need a new toilet over just a valve and he is going to try some parts first. He said if they don't work he may need to purchase a new toilet.

Dave Ulrick said he would like to cover the holidays in the employee manual. He said he personally has

issues with floating holidays. Currently Veterans Day and Martin Luther King Day are floating holidays and he would like to do away with the floating holiday and make it a mandatory holiday. He also said there was confusion on the garbage pickup due to the floating holiday. The guys decided to work and some people didn't have their garbage out assuming they would be there on Tuesday after the holiday. Brad said they have talked about it and decided that even if they work they will collect garbage on Tuesday after the holiday so that there is no confusion in the future. Neal said he would suggest notifying people what is going to happen with garbage collection. Mark asked is the floating holiday spelled out in our employee manual and Cody said yes. Cody said it is nice for employees to have a floating holiday that way they can elect to work and take the time off around Thanksgiving or Christmas instead.

**FINANCIAL:**

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

Check Register #12159-12161 PLUS EFTPS	Payroll: \$6,653.00
Check Register # 12162 13 <sup>th</sup> Month Transaction	Claims: \$967.11
Check Register # 12163-12168 Plus EFT Dept of Revenue	Claims: \$28,857.30 Total: \$36,477.41

**ADJOURNMENT:** Neal Leon **MOVED** to adjourn the meeting at 7:40 PM. David Jones seconded the motion and the motion carried unanimously.

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**Ray McCown, Mayor**

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