

**Town of Garfield**  
**PUBLIC HEARING AND TOWN COUNCIL REGULAR MEETING MINUTES**  
**Town Hall – June 25th, 2014**

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

**ROLL CALL:** Mayor Ray McCown, Daymon Marple, Sharon Schnebly, Tim Southern and David Jones.  
Staff – Public Works Assistant Brad Hasenoehrl, Police Officer Joe Merry, and Clerk/Treasurer Cody Lord.  
Absent: Mark Young

Guests: Lisa Hasenoehrl, Michelle Bly, Steve Marsh, Cathie May, Cher Curtis, Jim Haskins, and Donald Brown

**PUBLIC HEARING:** Mayor McCown opened the public hearing at 7:00 pm to review the Six Year Transportation Improvement Plan (STIP).

Public Hearing for Six-Year Transportation Improvement Plan:

- This public hearing exists for the purpose to hear and collect written and/or verbal comment on the Town of Garfield Six-Year Transportation Improvement Plan.
- The Plan is a document the Town reviews each year to identify transportation projects that the Town would like to complete/construct.
- WSDOT requires this planning document if the City is seeking federal transportation funds. Many state grants (such as TIB) require that the projects they award be listed on the Transportation Plan.
- Any public comments collected are taken into consideration by the City Council before adoption.
- Per the direction of the Mayor, there are 17 projects on this year's transportation plan. This plan saw little if any change from last year's plan.
- Overall, the pavement condition of the streets in the Town of Garfield is considered fair-excellent. There are some projects listed on the plan that specifically address curb/gutter, sidewalk issues.
- At tonight's meeting, Keltic will be discussing our conversations with TIB is regards to which project is a viable candidate for this year's funding cycle.

Lisa Hasenoehrl is here to talk about the 6 year street plan known as STIP. This is a document that the town reviews every year to identify the road projects they wish to complete. WSDOT requires through the Federal programs this list be put together for towns seeking monetary assistance for their road projects. Any comments that are taken tonight are taken into consideration by the council before voting on the matter. There are 17 streets on the plan and has been directed by the Mayor. There is a map showing all 17 projects and their locations. Lisa explains she is glad to answer any questions that the council may have.

The two projects we are looking at are sidewalks and arterial plans. The best prospect for funding this year would be a portion of Highway 27 running through town. Council agrees this would be a great strip to look at. Council also thinks another project to look seriously at would be 3<sup>rd</sup> between Main and California to clean up the pavement. The funding would come in 2015 but would get constructed within the year. Lisa talks about the route where the plan would start and end. Daymon recalls the town being responsible for the pavement within the town limits. Lisa explains we would have to get state concurrence to do this route. Keltic has divided it into two different projects names North and South.

Cher explains the street in front of her house is broken up really bad and questions if it is on the STIP. Mayor McCown explains her street is not on the STIP and it is a route the town is going to take care of itself. Mayor McCown asks if there are any more comments from the public.

Mayor McCown closed the public hearing and opened the regular council meeting at 7:05 pm.

**Regular Council Meeting**

Michelle Bly and Steve Marsh are here to introduce themselves. They are with TD & H Engineering out of Spokane and Lewiston. Michelle opens by welcoming the new council members and thanks them for their service to their community. Michelle and TD & H work with rural communities. Steve is from the Spokane office and Michelle is in the Lewiston office. Michelle distributes a pamphlet with all of their services they offer. Michelle says that helping small towns find funds for their projects is her passion. Steve says they are no stranger to Whitman County, working on projects for the Town of Lacrosse, Oakesdale, and the Town of Malden, and he reiterates grant funding and finding is their passion.

**APPROVAL OF MINUTES:** Daymon Marple **MOVED** the minutes of the regular council meeting of June 11<sup>th</sup>, 2014, be approved as written. David Jones seconded the motion and the motion carried unanimously.

**POLICE DEPARTMENT REPORT:** Officer Joe Merry present for the police department.

The last few days they have been working on some resolution on the 3<sup>rd</sup> street house. Officer Merry talked with the lien holder, and the owners of that place are current on the monthly installments. Currently all the police department has to go on is a nuisance violation that can be enforced. The department will send the notice of nuisance to the bank that will then pass it down in a certified letter to the residents. If the nuisance is not taken care within 2 weeks, the lien holder will hire someone to service the property a couple times a month.

Dan Gladwill has no issues with the structure that is being erected on 10<sup>th</sup> Street. As long as it is not occupied at this time Dan will not pursue this property. Dan is reviewing additional reports on the foundation and will determine whether or not it is acceptable. He will show a path of bringing them into compliance and so far the homeowner is taking steps to bring everything current.

There are a couple current investigations going on involving juveniles. One juvenile has been restricted from the park and the pool until further investigation is done. Other than that the police department is actively patrolling and providing a service to the Town of Garfield. Officer Merry left at 7:10.

### **(STIP)**

Lisa talks about Cody and her going to training for the STIP. The state takes gas tax money, puts it in a pool, and then gives it back to the communities where projects need funding. This year they have arterial money which means it must connect to a school route and ideally a main street that connects the entire downtown corridor. They also have the sidewalk program which allows for curbs, gutters, new sidewalks, illumination, and landscaping. Lisa called Gloria Bennett who is charge of our areas rating program. It was determined a sidewalk on a state highway is very favorable, so Keltic is offering at no charge to help put together a plan for TIB to see if we can get funding to get part of Highway 27 worked on.

They would take Gloria Bennett around to show her what the plan would entail. It is a non-matching grant which means the town would have to come in with no funds. Lisa believes based on the parameters set by the state, she feels the Highway 27 is a very viable project to get done. Tim Southern asked about California Street and he believes this would be money well spent to get this road fixed. TIB comes to town and rates all the town's pavement. Surprisingly it is not a real low rating here in the Town of Garfield. The application is not due until the end of August. Cody is able to complete the application however Keltic would like to offer their services as they know what is required in order to have a better chance of funding. Council agrees to let Keltic assist in completing the application.

Eric Hasenoehrl will look at those 3 projects and come back with a refined amount to see what can get done. Council is also interested in having Keltic look at California from the Highway up to the railroad tracks. They also want to look at possibly continuing improvements beyond the railroad tracks and back out to the main road since this road sees so much traffic and it also gets a lot of trucks during the harvest season. The council is in agreement to let Keltic move forward with the TIB application but they would like it to reflect California Street as well, based on this they will make a motion to accept the STIP plan.

**PUBLIC WORKS REPORT:** Public Works Assistant Brad Hasenoehrl:

1. Water System is running normal chlorine is staying pretty consistent. Meter reads are done. The water leak outside the fire department is fixed and it will be re-patched in about 3 weeks. Mayor McCown asked the guys to throw a little more gravel in the fix as it has settled.
2. Sewer Robby and Brad both attended WWTP classes this last week. Roto-Rooter was out to pump out the contact chamber also if they have room they will pump out the lift station. 2 pumps have been worked on today and they found things like rags and bailing twine stuck in the pumps. It is determined that we should probably upgrade to a 7 horse power pump which will chew through the garbage that ends up in the pumps more effectively. Robby and Brad worked on the number 1 lift station pump. A guy from Strom showed them how to take the bottom plate off and service them. There were rags and chunks of pavement in this pump. The pump was clogged and not pushing the debris out. For the upcoming meeting with DOE there are a couple things the Public Works Department needs. They need to buy a scale which will range between \$1600 and \$2500. They are going to need the equipment to take a composite sample, currently they are talking with some other companies to see if one could be purchased for a discounted price. They are hoping the guys in the Public Works Department in Spokane can find them something cheaper than what it would cost new. Robby and Brad will try and get more information before the DOE meeting happens. The Primary Engineer from Spokane is the contact willing to help Robby and Brad and thinks possibly he may have a couple sitting around he could part with.
3. Garbage New garbage truck is running great.
4. Streets and Parks The sprinklers are on and Brad and Robby are mowing once a week. They are still working on perfecting the timers on the sprinklers.
5. Dept. Of Ecology

Tim Southern says the council already gave them permission to purchase one scale at this time. Tim comments the last time you were looking it seemed like it was going to cost about \$1700.00. Brad talks about the composite scale that is also needed at some time since they can't get a good sample by doing one grab sample; instead it needs to be taken over a 24 hour period. DOE called again and said we have to get the problem fixed. Mayor McCown said if we are forced to fix everything that is requested of us by the DOE then we will surely end up blowing our budget, and maybe the DOE will have to help us figure out where some of the funds will come from to fix all the problems.

Tim encouraged Brad to check with the guy in Spokane about their samplers. Currently the town has one that will work for now and then we will eventually have to get another so we can have one for the influent and effluent systems. Currently Robby and Brad sample in such a method that you get the BODs just for the daytime hours. This new type of sampling will help level out the numbers at the plant and it will show the plant running better. Daymon and Cathie both commented the parks are looking very nice and green. Mayor McCown added down the road we need to think about a new lawnmower. So far this year we have installed 3 switches on the old mower and other things have had to be repaired on it as well.

**OLD BUSINESS:****NEW BUSINESS:**

**1. Resolution 2014-04 Adopting the Six Year Transportation Improvement Plan (STIP)**

Tim Southern **MOVED** to approve the Six Year Transportation Improvement Plan with the addition of the California Street project added to the current plan. Daymon Marple seconded the motion and the motion carried unanimously.

**2. Resolution 2014-05 Setting the one year excess property tax levy. Back up in case the August Ballot Fails.**

Mayor McCown explains this is simply in case the levy doesn't pass on the August 5<sup>th</sup> ballot and then it would be automatically added to the November 4<sup>th</sup> ballot. Daymon Marple **MOVED** to approve Resolution 2014-05 setting the one year excess property tax levy for the November 4 ballot. David Jones seconded the motion and the motion carried unanimously.

**3. Resolution 2014-06 Sponsoring the Whitman County Rural Fire District #3 so they can check into membership with the Town of Garfield's Insurance provider AWC (RMSA)**

Sharon Schnebly asked can't the fire department apply under the county? Tim explained they looked into this last year and found it was better for the fire department to get insurance through the town instead of the county. Daymon Marple **MOVED** to approve Resolution 2014-06 to sponsor the Whitman County Rural Fire District #3 so they can seek rates through the Town of Garfield insurance company AWC (RMSA). Sharon Schnebly seconded the motion and the motion carried unanimously.

**FINANCIAL:**

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

Check Register #11448-11450 Plus EFTPS	Payroll: \$ 6,061.75
Check Register # 11451-11453 PLUS DOR EFT	Claims: \$1,566.77
	Claims: \$Total: \$7,628.52

**ADJOURNMENT:** Daymon Marple **MOVED** to adjourn the meeting at 7:35 pm. David Jones seconded the motion and the motion carried unanimously.

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**Ray McCown, Mayor**

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