

Town of Garfield
TOWN COUNCIL
REGULAR MEETING MINUTES Preliminary Draft
Town Hall – May 10, 2017

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

ROLL CALL: Mayor Ray McCown, Dave Ulrick, Neal Leon, Mark Young, David Jones and Daymon Marple. Clerk/Treasurer Cody Lord and Public Works Reuel Klempel Absent:

GUESTS: Patsy Tate, Fire Chief Chris McCully, Randy Carlson, Perry Brown and Helen Eggleston.

Randy Carlson said he would like to do the Ride In & Eat event on July 30th downtown on California Street. The event would start at 11:30 in the afternoon. He will have the event catered and there will be music again. Everyone from town is welcome at the event. Also a couple classic cars may come to the event. Randy is just here to make a short and sweet presentation and ask for the town's approval for having the event. Randy will also have a couple portable bathrooms placed down at the event and Mayor McCown asked him to please place them on 2nd Street and not on California Street and to have them removed as soon as the event is over. Randy said they also will likely be having some beer at the event and Chief Neumann said he would need to then apply for a banquet permit with the Department of Health and he should get on it if he expects to have it approved before the event. The Department of Health will need to know several things about the event that Randy will need to be prepared to answer. Neal Leon **MOVED** to approve Randy Carlson having a Ride In & Eat event on California Street on July 30th. Mark Young seconded the motion and the motion carried unanimously.

Perry Brown is here with Helen Eggleston to address the blockage issue on Helen's sewer line. Perry said Helen was in a couple years ago to complain about the issue and has had several professional plumbers work on her sewer line with all of them claiming the blockage was on the town's side. Helen said she has had 3 or 4 plumbers out and each time it is \$400 to \$500 to work on the issue. Mark asked what address this was occurring at and Helen said it was at 5th and Spokane Streets. Dave Ulrick said he thought this issue was fixed awhile ago. Mayor McCown said they will try to send the guys over in the morning and see if they can get it dug up and checked out. Reuel said he would call in an emergency locate in the morning so they can get to work on it. Dave said the blockage is close to the main and may be under the pavement. Perry thinks they will need to cut into the pavement about 6 to 8 feet. Daymon said they need to get something going and get the issue repaired. Mayor McCown said he will get the guys on it but is unsure exactly when it will happen, they will try to get them there tomorrow. Helen thanked the council for listening and appreciates the help they are willing to provide.

Sue Ulrick and Patsy Tate are here to represent Sonja Hall since she was unable to make the meeting due to a scheduling conflict. They are seeking permission for Sonja to be able to block off California Street between 3rd Street and 2nd Street in preparation for May Day. The theme this year for the parade is trolls so Sonja would like permission to allow chalk art on the street where the parade route will run. They would like to shut down the street at 6pm. The chalk is washable and non-toxic and they will provide a cleanup crew to pick up after the event. Dave said it doesn't bother him if they want to do this and says the public works guys will need to get out and clean the streets one more time before May Day. Reuel said the streets have already been cleaned and Dave said it will need to be done again just before May Day. Reuel said that Mark will be leaving on vacation again as on Friday afternoon so their time is limited in getting this done. Mayor McCown said they will need to notify the residents of downtown so they can move their vehicles to allow for the cleaning. Daymon wonders if the town has any flashing barricades we could use and it is determined all the batteries are dead but the town has the bright yellow barricades that will work fine. Chief Neumann offered to bring more cones for lane closures and additional safety on the parade day. Mayor McCown said the town will notify residents tomorrow and they will have the guys' clean downtown on Friday.

APPROVAL OF MINUTES: Daymon Marple **MOVED** to approve the minutes of the Regular Council

Meeting April 26, 2017. Mark Young seconded the motion and the motion carried unanimously.

POLICE DEPARTMENT REPORT: Police Chief Jerry Neumann present for this meeting.

Chief Neumann said they identified several vehicles from the apartment building that have met the junk vehicle ordinance requirements and have notified the owners. Perry finally moved his car and camper topper out of town. There has been quite a bit of activity at the trailer park lately. There was a warrant arrest and search warrant for that location. Dept. of Corrections has been there multiple times lately looking for a certain individual and also a new sex offender that is unregistered has surfaced there. Mark Young asked if they were registered to be at that property and Chief Neumann stated they have been popping back and forth between a couple properties in town and were not registered at either of them. Chief Neumann has said he talked with Bill Lawson and gave him a couple weeks to get things in order at the park and depending on how that goes, the department will know what direction they need to go in the next 3 to 5 months. Chief Neumann asked if they had come in and paid the utilities at the park and Mayor McCown said they did meet the deadline. Chief Neumann said if they don't start doing a better job of bringing better clientele to rent their trailers, they are going to end up losing the establishment.

Mark asked if the department was going to bring a compliance violation against the trailer park and how they are operating and Chief Neumann replied that is what they are working with Bill Lawson on right now and their concern is there are a couple empty trailers over there right now and possibly the activity will leap frog to another location in the park. They reviewed the ordinance regarding the park with Cody and it appears they are in compliance with the setbacks set forth in the language, so maybe it is time to have the building inspector out for some kind of site review. Mark said he has been paying attention to the park the last couple weeks while traveling by the space and it does appear to be becoming worse quickly. Chief Neumann said the town may think aggressively about purchasing the park and turning it into an RV Park which would have shorter term stays and much more stringent rules on what is allowed, in Palouse if a person wants to stay past the allowed visit time, they would need to seek permission from the council.

PUBLIC WORKS REPORT: Reuel Klempel present for the Public Works Department

Water

- The telemetry system is acting up again and will probably need to be replaced before too long. Reuel is collecting quotes for a new system and will have that available by the next meeting.
- They repaired the water leak at 403 S 4th Street.
- Dept. of Health did their inspection of the water system and everything seem to go fine. They did want some debris collected and disposed of at well # 3. The debris is on private property so the town will have to have the police department notify the homeowner that the garbage needs to be moved.

Sewer

- The sewer line on S 4th Street is completed and took about 170 feet of new pipe. They also installed a check valve at Larry Kruse's house so hopefully this type of situation never occurs again.
- Reuel installed a 6 inch influent meter at the WWTP. It is a factory calibrated meter and it is currently reading higher than the previous meter which means possibly they have more influent flow than they had anticipated.
- They need to get a meter to install on the bypass line. There are two types of meters either a mag meter which would be approximately \$2,500 or a partial flume meter which is about \$4,000.
- They replaced all the frost free hydrants out at the plant.
- The bio-cell double reduction gear box has failed so the rotating arm is not working at this time. They had to reorder the whole box since parts were not available and it will come to approximately \$1,500. Dave said if they release the clutch, the force of the material running through the arm should be enough to make it spin on its own. Dave believes the clutch is on the bottom of the unit but Reuel disagrees and says it is at the top. Daymon said it needs to be working so they should go ahead and order what is needed.

- The boiler inspector was out to look at all the units for the town and the main boiler at the WWTP has failed the inspection. One tube has a leak in it and it needs to be pressure tested. They may have to get a certified boiler inspector in to look at the unit and get it repaired.

Garbage

- Reuel finished the second half of the route this week because Mark had to take a half day off for personal reasons. The new back up camera is installed and works very nice.

Streets

- Reuel said that Mark did a little sweeping around town and Mayor McCown said Mark was able to hit most of the streets.
- The county came in and did their grading and everything looks nice.
- Mayor McCown stated they need to start thinking about a dust coat for the dirt roads in town.
- Neal Leon asked Ed Griner from Motley and Motley to give the town a bid for the dig and new base and paved surface on 2nd Street, repairs on Jefferson Street and also the repair on the Union Street sink hole. Ed did come out to Garfield and toured the areas with Cody and will hopefully have a bid for the town by Friday.
- The council discussed the possible issue with the sewer line on Union Street that may be causing the sink hole. It was determined that several homes are tied into that line about the spot where the sink hole occurred. Neal said possibly the line is broken and causing the damage and he doesn't think the town should sit back and wait for Motley and Motley to conduct the repair to see what the underlying issue is. He said the hole and barricades have already been there for 3 weeks and should have already been assessed what is going on so it doesn't become a larger issue. Dave said it may be as easy as a side main issue that is causing the sink hole.

Parks

- The park is being mowed and hopefully it will be dried out enough for use on May Day.

Neal said the same homeowner with the garbage debris that is by well # 3 also has trees that are lying on the Frontier phones lines and will eventually will cause issues. Mark said Frontier has been notified of the matter and they stated they will come at some time to address it. Mayor McCown requested Officer Handley go over and notify the homeowner of the issues that need to be addressed.

OLD BUSINESS:

1. Surplus Gator, Orange Dump Truck and Cop Car

Mayor McCown said that Cody has been trying to get the town setup with the Public Surplus site but is having issues getting it done quickly. The attorneys are still reviewing the contracts to make sure there are no issues. Mayor McCown said because it is taking so long he feels they should just list them locally and be done with it. Council agrees to have Cody list the surplus items in the next Gazette listing and have them available for discussion at the next council meeting. Cody said they have to give 15 days notice, so they will need to reveal the winner of the surplus bid at the first meeting in June.

2. Purchase of Fire Pumper

Chief McCully said they published their add in the local paper for the best bidder on the new fire pumper Whitman County Fire Dept. would like to purchase with the town. Only one bid was submitted so they went ahead and committed to the pumper. There will need to be two checks issued for the purchase, one from the town and one from the county fire department. The Town of Farmington heard that Garfield may be looking to surplus the old pumper so if the town comes up with a purchase price they may be able to sell to another local agency and help them out. Mayor McCown asked Cody to look into how the agency to agency surplus and Chief McCully to come up with a price of what it is worth. Cody explained a budget amendment is needed in order to make this purchase so he has prepared Ordinance # 461-N to reflect the purchase from Fund 310 Fire Capital Purchase and he need a motion to be made to approve the mayor to sign the budget ordinance. Mark Young **MOVED** to approve Ordinance # 461-N authorizing the 40%

purchase of the fire pumper from Fund 310 Fire Equipment Capital. Dave Ulrich seconded the motion and the motion carried unanimously.

Dave said he talked with Cathy Schaffer with Cathy McMorris-Rodgers office and Cathy Schaffer would be available to come and meet with a couple councilmembers to talk about funding that is needed for the I&I issues in town. The meeting will be to discuss possibly find funding for the sewer issues and gives her an opportunity to know more about what a small town faces financially with the Dept. of Ecology requirements. The meeting will also be about the river watchers and how we are proceeding with them. Mayor McCown wonders if Mark would be available for this meeting. Mark confirms he could be at that meeting at 10 am on the 24th of May. Dave said if other communities are interested they are more than welcome to attend and if enough people are interested they could move the meeting over to the community center. There are a lot of other communities that are having the same issues as Garfield with the river watchers.

NEW BUSINESS:

1. Cody called the State Auditor's Office to see what it would take to have them come in and close out the books at the end of his employment with the town. SAO said the cost for a one time annual financial audit would be about \$5,000. Mark asked didn't the town just go through and audit and Cody confirmed yes, however their audits only run until the prior year and not on open activity in this year. Cody would prefer if the SAO would audit and close out his books but if the council is unwilling to pay that amount he would at least like the Finance Committee to come and view all the recent bookkeeping and sign off on the transfer of the books to the new clerk/treasurer. Daymon and David said they would be happy to come down and make sure all looks good but are confident everything is in order and will transfer smoothly to the new clerk/treasurer.

2. Open Clerk/Treasurer position

Cody furnished a Letter of Resignation to the council and mayor explaining he has received a new job offer he was unable to turn down in Tampa, Florida. Cody will train the potential new hire for at least a couple weeks and may be available longer than that if needed to make sure the transition is smooth. Cody also said he is keeping a place in Garfield, so if the administration felt the need for him to evaluate from time to time how things are going, he would be available to come back quarterly for a consultant fee to make sure things look in order. He wants to offer whatever will make this the best situation for the town and thanked the town for the wonderful opportunity and experience gained while employed for Garfield. Mark said he would like to be on the record to say he really appreciated all Cody has done for the town and Cody will be missed. Mayor McCown said once Cody notified him on Monday they discussed Cody placing an ad in the paper immediately to hopefully find his replacement. A couple applicants have already expressed interest. Cody suggested to the council with the new clerk/treasurer the council evaluate how they want them to take minutes, saying the current method is a lot of detail and takes a lot of time to type and proof for the council. David Jones said he is in support of shortening the minutes if it can be done.

Mayor McCown said he would like each person on the council to bring in some suggestions of names to form a committee to review the current ordinances. This committee would be responsible for evaluating other community's ordinances and making recommendations to better the Town of Garfield's ordinances. David said it would need to be a very strong committee and Dave said they would need to know the legal responsibilities of the ordinances and making changes to them so they can be better enforced. Chief Neumann suggested that if they are able to mirror ordinances similar to Palouse it would make it easier and more uniform for the police department to enforce them. Mayor McCown suggested some names; Cathy May, Cher Curtis, Katie Young, Debbie Brown and Jean McCown. Mayor McCown asked the council to consider writing down some names of people who will come and be involved and do the work.

FINANCIAL:

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

Check Register #12717-12722 EFT Dept. of Retirement
Check Register #12723-12745

Payroll: \$9,351.75
Claims: \$19,618.60
Total: \$28,970.35

ADJOURNMENT: David Jones **MOVED** to adjourn the meeting at 8:00 PM. Daymon Marple seconded the motion and the motion carried unanimously.

Ray McCown, Mayor

ATTEST: _____
Cody Lord, Clerk/Treasurer