

Town of Garfield
TOWN COUNCIL
REGULAR MEETING MINUTES Preliminary Draft
Town Hall – November 4, 2015

CALL TO ORDER: Mayor Ray McCown called the meeting to order at 7:05 PM

ROLL CALL: Mayor Ray McCown, Mark Young, Sharon Schnebly and David Jones. Staff: Clerk/Treasurer Cody Lord, Public Works Assistant Brad Hasenoehrl Absent:

GUESTS: Scott Bowman, Jerry Love, Fire Chief Chris McCully, Neal Leon, and Rebecca Strange arrived at 7:08

APPROVAL OF MINUTES: Sharon Schnebly **MOVED** to approve the minutes of the Regular Council Meeting and Public Hearing (Revenue Sources) Oct. 28th, 2015. Mark Young seconded the motion and the motion carried unanimously.

POLICE DEPARTMENT REPORT: Chief Jerry Neumann Present for the Police Department

Chief Neumann opened the meeting by saying last week the trailer park requested some more time to get their issues in order. Mayor McCown stated it is looking much better over there. Chief Neumann said the tarps don't meet the code of screening so they will have to still be addressed at some point. Lawson said she is inclined to hold off doing anything with the large single wide trailer until spring until she can find a metal buyer. Chief Neumann is looking at staying the course unless council is inclined to do anything differently. Mark Young asked have they met all of the requirements. Chief Neumann said they have somewhat met all of the requirements until spring unless the council wants to take a different direction. Sharon Schnebly said so the police department is telling the council all of the items left in violation are covered with tarps and will need to wait until spring. Chief Neumann said yes it is mostly wood that is covered with blue tarps. Mayor McCown said he is good with it until the spring. Chief Neumann said it was a very uneventful Halloween with the weather. The Palouse police department has a new officer in that is reserving with them for a bit.

PUBLIC WORKS REPORT: Brad Hasenoehrl present for the Public Works Department

Water

- Everything is running pretty good.
- Chlorine has been a little high so bringing that back down.
- They checked the hydrant at 7th and Spokane and it is working it just leaks out of the top but would be sufficient for fighting a fire.
- Brad and Cody talked with Eric Hasenoehrl (City Engineer with Keltic) about the need for having him involved when the public works repairs or replaces a hydrant. Eric explained the only time he would need to be involved is if the town is changing some kind of infrastructure. Eric explained to Brad they can look up on you tube to see how to repair the hydrants and that it is a fairly easy process.

Sewer

- Brad said they are having a nightmare of a time washing the items off the screen and dealing with the grease building up out there. He ordered some degreaser today and it was about \$258. They can order in a 55 gallon barrel in the future if the council decided to. Sharon commented that they have talked about putting out an informative flyer to the community telling them what should and shouldn't be going to the plant. Cody said that Ellie is sending recommendations in the next week. Mark asked do they have any idea where it is coming from. Brad said they are thinking about putting in some meshing in the pipes and see where it collects and that will give them an idea of the location it is coming from. Brad explains there are a lot of people who do dishes and put grease down the sink then it comes to the head works and it creates a problem. Mayor McCown said the problem is everyone has a garbage disposal and think anything can do in there but it shouldn't. Mark asked Brad did you

talk with Willie from Pomeroy about this matter. Brad said he hadn't yet since he hasn't seen him again but when Robby was here they used the de-greaser and it helped a lot. Brad said they have been cleaning the screens about twice a day. Sharon feels a combination of public education and the degreaser are a good idea at this time. Brad said it mostly accumulates in the summer.

- The big roll up man door at the plant won't roll down any longer and the motor is broken on it. Brad said with the cold weather coming if they don't do something it will start freezing and become a bigger issue. Mayor McCown asked can't you roll it up by hand and Brad said no. Mark asked how much is the motor and Brad said about \$1,700 installed. It would be a FEMA 4 system with the engine enclosed so the water doesn't get into it and wreck it. Sharon stated so there is no way to release the mechanism to manually operate the door. Brad said there is but the teeth on the system are so small that it takes about 20 mins to lower and raise the door manually. Brad said maybe they can get a bigger ogger then it won't take as long to get it up. Sharon asked how often do you open and close it and Brad said it should be opened and closed daily. Sharon Schnebly **MOVED** to buy a motor for the door at the waste water treatment plant to make it operate correctly. Mark Young seconded the motion and the motion carried unanimously. Jerry Love suggested calling Wayne Dalton out of Lewiston and get a price from them as well, they seem to be a little more reasonable. Sharon said to call around and get bids and go forward with the most inexpensive option.
- Marcus with Cascade Computing installed internet at the plant and they are in the process of transferring files out there. It should be much easier entering items out there once rather than transferring the numbers and files back here and then sending out.

Garbage

- The Curratto can extension arm went out again. Brad is unsure what is wrong with it but Mark will take a look at it and see if he can get it fixed before they call solid waste and see if they can give them some ideas on how to fix it. If they can't then maybe they will have to come down and fix it. Chris McCully asked is it electric or hydraulic. Brad is unsure at the moment.

Streets

- The guys are getting equipment ready for the winter.
- Brad asked the council if they drove down the section of Spokane and several of them said yes. He is not sure what exactly can be done to make that road better, he isn't even sure if they can get the grader down from the top. He said the best that can be done right now is put a little gravel on it and driving over it will compact it and some of it will loosen and roll down the hill. He is willing to give any other ideas a try if they are within reason. Mayor McCown said he thinks a load of gravel would take care of it until the spring time. Mark said he agreed and at least the road will be better until next year and they can reassess in the spring. Mayor McCown said Larry Hunt gave them an estimate for gravel and they will discuss it later in the meeting.

Park

- The water is shut off and winterized and the toilets are drained for the winter so the park restrooms are now closed for the winter. They will remove the leaves this week or next.

OLD BUSINESS:

1. Sewer Plant

Sharon commented that she was hoping this Inter-local Agreement would already be ready to go. Pomeroy said that Willie makes \$21.46 an hour plus \$.56 a mile which would amount to \$86.00 a day in travel expenses. Mayor McCown said he would suggest paying him \$8 to \$10 dollars over his rate an hour and make it worth his while to drive up here. Mayor McCown said at this amount, once a week, would amount to a little over a thousand dollars a month. Sharon said well the town has to keep in mind his overtime and if we are paying more than his hourly wage it will become very expensive quickly. David Jones asked is he is on the clock when he gets here or during his commute. Mayor McCown said he doesn't think there should be any overtime at all and David agreed. The inter-

local agreement would mean that the Town of Garfield would send a check directly to Pomeroy for his services. Mayor McCown said at least this would get the towns started in negotiations. Sharon said she doesn't disagree and thinks this is reasonable. Sharon said she would like to see something before the draft goes to Pomeroy. Mark asked would that be in a form of an email or call. Mark said he thinks it is important that the town keep some kind of paper trail and summary of the conversation. Mark also asked will there be any other expenses? Mayor McCown said he didn't think so. Mark said he had no problem with that rate. David said so the town will be paying him \$30 to \$32 an hour. David thinks offering him \$30 an hour would be a good idea and Sharon agrees. David asked Cody to email the council with updates.

Jerry stated concerning the position you offered to Mark for which he didn't have the credentials to be a Level II operator, based on the cost now for Willie, Mark and travel to get Willie here, wouldn't the town had been better off hiring a Level II in the first place. Mayor McCown said that is immaterial at this point as they are not going to get rid of Mark. Mark Young said the town couldn't afford a Level II operator, the guy that came up here to interview was way out of the town's price range. Scott Bowman recalls the job posting having an hourly rate in the details. Mark said yes; the add in Spokane did have an hourly rate advertised. The town also got two candidate who couldn't come right away and the second couldn't meet our hourly rate. Jerry asked was this the guy from Woodinville, and Mayor McCown said he believed it was Everett. Mark said this is an interim thing to get us by and compliant with DOE. Mayor McCown said in the last 20 years the town has hired 2 guys and had them trained, then when they got their permit they left for a bigger plant.

2. Hydrant Testing

Mayor McCown asked how many hydrants don't work. Brad said there is no water at 8th and Lincoln and Mayor McCown asked is the valve turned off. Brad checked the valves and there is nothing that indicates they are turned off. Mayor McCown said the hydrant at Main and 10th Street had been turn off for 5 years. The Lincoln Street line goes through Union and the only valve there is for the hydrant and Brad is not sure how to turn it on. Brad said they will need to get some sort of metal detector and see if they can get it dug up. Brad said also at California and 7th Street there is no water there. Brad said it is the hydrant right in front of Brian's house. Mayor McCown said then the hydrant isn't opening and just needs to be repaired. The one on Lincoln is a newer hydrant and should be working. The hydrant on 7th Street is the oldest one in town and needs a new valve and new hydrant. Mayor McCown then said all the rest are functional. Fire Chief Chris McCully said in 2011 he started reporting the issues and it has been the same problems since then. Brad said the hydrant by Co-Ag they might want to move it away from the building and maybe put some concrete blocks around it. Mayor McCown said the two most important to get to work on is the Co-Ag hydrant and the one in front of Brian's house. Sharon agrees and asks the guys to please get on it as soon as possible. Jerry commented it appears it is not nearly as bad as first thought.

3. Spokane Street Issues

Mayor McCown recommend to hire Larry Hunt to haul in gravel, saying the price is kind of high but they need to get it done before it freezes so they can get it spread on to the Spokane Street hill. Jerry said it may be a mute point but can they take a look at a stop sign from each direction on that hill. If you are coming down there is no stopping, so the traffic on other sides would have to stop. Mayor McCown asked Jerry how long he has lived here. Mayor McCown then said he has been here his whole life and has never seen a wreck. Brad said concerning coming off 7th Street towards town, if there is a stop sign there and the bus has to stop then they that will block the intersection. Jerry asks is it possible to get some kind of yield sign. Rebecca said she hasn't been here her whole life but the last two years it has terrified her so bad in the winter she parks at the base of the hill and walks the hill home.

Sharon said she is fine trying to do something that might help the matter. Mayor McCown asked the council should we have Larry bring gravel. Brad said the snow will kick some of the gravel up and provide some traction. Mark said as an interim fix he doesn't have a problem with it and David agrees they can do something different in the spring. The council agrees to have Larry Hunt pick up and deliver gravel to use on Spokane Street to help the issue until spring time.

4. Totter Can Repair Fee

Mayor McCown said this is the issue we tabled at the last meeting. Mayor McCown said the town has had these cans for five years and there are only five cans that have been broken in that time frame. Mayor McCown thinks the town should just order the parts to fix them. Down the road if someone abuses them then the town can charge them for the repair. Sharon asked so are we approving the \$15 fee for somebody who uses their can with negligence. Mark said he still thinks that they should leave it to Public Works discretion. Mayor McCown said we have some on hand that need repaired and Brad confirmed there are five.

Mayor McCown said it does say on the lid that this side toward the street but you have to have great eyes to read it. He thinks the town needs to get orange paint and paint an arrow towards the street. Brad said wrong facing cans will break the can quicker than anything. Sharon said we are going to have to figure out how to word this. Cody offers making a sticky postcard the town can attach to the can with different scenarios the guys can put a check mark by explaining the issue and if not corrected the next week the pickup will be bypassed until corrected. Mayor McCown said he would recommend Brad get the parts and then wait until something down the road happens to address it. David said that sounds fine to me. Mark said that seems like pushing the can down the road, they brought the issue to our attention and it wouldn't take much to articulate it.

Sharon thinks that is why they should impose a \$15 repair fee if the owner is negligent in the use of their can, she also thinks they should get it resolved now. Mark said so the town will go ahead and fix it unless there is malicious use of the can at which time there is a fee of \$15 to repair and asks what more needs to be in there. Mark said maybe there is something we should do to make it read more clearly for the residents. Brad said the idea behind the sticker is to address one of several issues we see around town, to bring it to the residences' attention, not just for the arrows, they could easily spray paint those but they need something for the other things that are being abused. Sharon said just remember the more stuff you put on there, the less they are going to read it. Sharon suggested making pictures or something along those lines so it is very easy to identify.

Neal suggested that maybe the Public Works guys are also doing damage to the can by not treating them appropriately and wonders how that will factor into the equation. He states the first year he had a broken wheel and lives in a flat area, so take that into consideration when thinking about charging a fine for the repair. Mark again says he thinks this is why it should be up to the Public Works judgement. Brad said the truck does get a little wild sometimes and pitches the can. Mark Young **MOVED** to give the Public Works department the latitude to decide if a \$15 repair fee should be imposed for mishandled or poorly treated totter cans, which result in repairs needing to be done. Sharon Schnebly seconded the motion and the motion carried unanimously.

NEW BUSINESS:

1. Preliminary Budget Hearing Nov. 18th, 2015

Mayor McCown said the Preliminary Budget Hearing will be held at the next council meeting on Nov. 18th, 2015. Cody said he should have the second stage of the preliminary budget ready for review by Wednesday, November 11th.

Jerry asked how many hydrants the town is planning on putting in next year. Mayor McCown said it depends on the budget, there are currently 4 new ones waiting for installation. Jerry said he has a source to be able to purchase hydrants for \$900 and he will get the town that information. Mark said it would be nice to have some for back-up in the future and asked Jerry to provide that information to the town when possible.

FINANCIAL:

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

Check Register # 12067-12070 Plus EFT DOR
Check Register # 12071-12079

Payroll: \$7,810.02
Claims: \$10,470.93 Total: \$18,280.95

ADJOURNMENT: Sharon Schnebly **MOVED** to adjourn the meeting 7:52 PM. David Jones seconded the motion and the motion carried unanimously.

Ray McCown, Mayor

ATTEST: _____
Cody Lord, Clerk/Treasurer