

**Town of Garfield  
TOWN COUNCIL  
REGULAR MEETING MINUTES Preliminary Draft  
Town Hall – October 14, 2015**

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

**ROLL CALL:** Mayor Ray McCown, Mark Young, David Jones, Sharon Schnebley, Tim Southern and Daymon Marple.  
Staff: Clerk/Treasurer Cody Lord, Public Works Assistant Brad Hasenoehrl and Mark Phillips Absent:

**GUESTS:** Scott Bowman, Jerry Love, Sandra Cavallo, Rebecca Strange, Carol Lawson and Eddie Zubiate

Jerry Love says there are a lot of questions he has regarding the sewer plant. He says he is sure the council and mayor have everyone's best interest at heart but wonders what is the drive to make people want to come to Garfield, what is going to bring people and businesses to Garfield and keep them here. He says he has heard a few things and is a little concerned. Jerry says he is concerned about sewer plant and DOE, stating he has dealt with DOE intimately and very successfully. They are willing to work with the town if the town is willing to work with them, they are very good and patient and they can suggest courses of action. If you are unwilling to follow, they are swift and judgmental in their response.

Jerry says it is his understanding that DOE was down last week and had a meeting with the town. He would like to ask a couple questions. It is his understanding that Dave Ulrick was hired on Thursday after the meeting and he started on Monday to which Mayor McCown said no he started on Tuesday. Mayor McCown said he talked with the Ecology people and they said he was able to go out. Jerry asked hasn't his Level II license expired. Mayor McCown said yes but he is working under David Tysz's license. Jerry asked question number 2; was there an open job posting for the position that Dave Ulrick was hired for. Mayor McCown said the town doesn't have to, they can hire anyone as a part time person. Mayor McCown said however, Dave is volunteering his time. Jerry asked is he covered under liability insurance for the town and was the city council involved in the process of hiring Dave.

Mayor McCown said Diana is going back and checking the records of when Dave was working with the town and see how the plant operated while he was there. Jerry said his question is, is the town doing things properly and in line with Washington State RCW code. He explains there are 165 violations going back to Jan. of 2014 and he states this is everyone's problem, the council is as culpable as anyone on this issue. That being said if there is 165 violations that range from \$5,000 to \$10,000 per violation the town would be talking about \$825,000 up to \$1.65 million dollars in possible penalties. Jerry says he doesn't think that the town has the budget to cover that. His concern as a tax payer or business owner will they be hit with a major bill.

Jerry thinks the situation must be an agreed upon and combined team effort to be resolved, stating that anytime you have a group you could have people that have problems with everyone else but they have to step aside and let the progress keeping going. Jerry says the town has a problem, and ask what needs to be done to solve the problem. The town needs to have a part time or full time Level II operator until the town's employee can obtain a Level II title. Jerry says I believe DOE said the town could contract with a licensed operator in Pomeroy with a similar plant and asks why the town is not moving in that direction. Mayor McCown interrupted Jerry and asks Cody to give an update on the current Level II operator situation.

Cody stats he talked with Willie Graham this afternoon and Willie is willing to come up to Garfield on the following Friday to walk thru the plant and talk about possible plans to help the town. Currently Willie has been running his plant similar to Garfield's without any violations. The main difference between Garfield's plant and Pomeroy's is on the back end, they use UV to treat the effluent and Garfield will be using SO2 de-chlorination. Currently Willie tests in house for PH, ammonia, TSS, BOD and a few other samples. He will have to have a discussion with his mayor and council on Monday to make sure there wouldn't be any conflict with him coming up here and assisting in the town's plant. Mayor McCown said in addition to this DOE will be sending a list of operators in Idaho that have similar plants that the town can reach out to and see if there are any opportunities there. Jerry said that is great news.

Mayor McCown said let him explain his stance on Dave Ulrick. Brad is getting very close to operating the plant and the test are not off that much, there are just two or three little problems out there. He thinks that if Dave went out there and helped him to get things moving until a new operator can be found then it is time well spent. Jerry responds I know that Dave had a Level II license and that expired and he knows that Mayor McCown has the best interest of the town at heart but sometimes the way things are handled causes some tension. Jerry says he has no animosity towards Dave Ulrick and he knows he operated that plant years ago but once DOE decides they are going to come down on the town and we don't have a Level II operator in place it becomes a much larger issue.

Mayor McCown said Cody is working on finding someone as quick as possible and he will make sure the council is in coordination on this project as well. Jerry said there should be four questions you ask on everything, you should laminate it and put on table, they are; is this good use of tax-payer dollars, is there a benefit to Garfield, will it help Garfield grow by adding new residents and businesses and then following up with keep it simple stupid, he encourages the council and mayor to ask these four questions in the future. Sharon Schnebly said her only concern with Dave is not his inability to run the plant, however it is the liability while operating the plant and possibly the town should be using that money on a Level II operator like DOE is suggesting. She said the liability is huge and if the town has something go wrong, it could be a major problem. If the town is paying a relief wage than that money could go towards a Level II contract operator instead.

Mark Young says this subject is on tonight's meeting agenda, does council want to wait to discuss it as the agenda has it scheduled or just move it up and deal with it now. It is determined they will just discuss the matter now. Sandra Cavallo asked who the town is laying off to be able to pay for this Level II operator. Tim Southern said we won't have to lay anyone off, the town currently operates with a Level II operator under contract. Sandra said she understands David Tysz has been signing off on the necessary paperwork but now the town wants him to come back and work more hours. Mayor McCown said at the present time David Tysz is not currently taking payroll. Mayor McCown explains when the town hired David Tysz we needed someone with a license since this is what Brad and Mark don't currently have.

Mark asks can the council discuss the item and then open the floor to the public. Mayor McCown said because DOE was here and told the town we had to have a Level II operator, it is now what the town is looking for. The Mayor said typically guys use a town like Garfield to pay for their training and then they head off to bigger plants. Brad has talked with the Evergreen Rural Water guy to see if he still had an interest in helping with the plant, also the Pomeroy guy is coming up next Friday. Mark questioned if the town is looking for a Level II operator, what would they be looking for in terms of salary and what do they expect from this person. He believes it is important to have a record going so it shows the town is making an effort.

Mayor McCown said the town just advertised for this position and the town hired Mark. He explains there were two applicants who wanted \$90,000 a year and one pizza guy with no experience. Sharon asked what about the guy that we didn't interview, the one that couldn't come to the interview until July 15<sup>th</sup>. Sharon asks did he have the appropriate licenses. She said that was an interested candidate that already knew what the town's qualifications were. Mayor McCown said they interviewed Reuel, he worked for Pasco and made \$97,000 annually down there, the town can't pay that kind of money. Tim said to remember the town would only be looking to have a contract operator at this time not a full time operator. So the question is what the town is willing to pay a contractor. The town would have to look at other similar towns, DOE and Evergreen Rural Water and they should be able to give us a base price of what contractors run. The town should have a general idea of what we will be willing to pay and how many hours are needed at the plant.

Mayor McCown said DOE is comfortable with what Brad is doing but he needs to have more experience and until then a Level II operator is needed. Brad said what DOE is saying is they prefer Willie be our Level II operator since it is an identical plant, it doesn't have anything to do with the tests. Mayor McCown said the problems we have are because the test are not up to standard. Tim responds these are the same tests that we have had for years, since they are the same tests from 2006 the person operating the plant at the time was not running correctly. Tim said he

is not comfortable having Dave Ulrick do it since it hasn't been compliant in the past and it is a position that affects the budget, so it is the council's decision. Mark said this is an important matter and the council has not been consulted on this matter since the last meeting, the group needs to be working together on this. Mayor McCown asked do we want to get the sewer plant back on track, his thinking of hiring Dave was to get something going today. He adds that he thought Stephen Bishop made it very clear on how the town hires people that the mayor doesn't need full council approval to move forward with hiring. Mayor McCown said currently Dave is volunteering his time but he could also be hired under the same rate as the temporary public works relief.

Tim said every time the town has hired a person it was brought to the council and done appropriately. Mayor McCown said you can't tell me every time the town ran the garbage truck they called council to have a temporary employee approved. Sharon said the council did okay the paying of that person from the fund. Mark said this matter is important so the town doesn't get jammed up on the audit and not have appropriate procedures in place. Mark says again the council needs to work on this together with joint authority and especially if it involves money then the council discusses it. Mark said this is why he wanted to find out how soon a position can be posted for an active Level II operator and get it out there as soon as possible.

Daymon said he remembers asking Ellie and Diana if they could come up with contracts. Brad said they do have a list of contract operators they will give to us and possibly we can get an idea of how they wrote their contracts. Sharon asks Brad if you were able to be at the plant 3 more hours a day would that help us. Brad said he can definitely use it and the last couple days he has been out there more, it is cleaner and operating better. He said the town is going to have to empty the contact chamber then the fecal coliform numbers will be reduced. Dave did help Brad out there this week which should help with the ammonia numbers. Sharon said what she is hearing is that extra time is needed at the plant.

There was a suggestion to review David Tysz's contract and possibly have him come out for two hours on a Tuesday to look over the plant. Brad said David will not come out, he has too many issues at home at the moment. Mayor McCown said David is not a teacher, he walks through the plant and does the things that need to be done. Sharon said then the town definitely needs to review the contract. Mayor McCown said right now we can't do without him and that he talked with him 3 days ago and asked him about coming down. Tim said what he got from DOE meeting was that DOE wanted to see Willie from Pomeroy helping out at the plant and most likely they have already talked with him about this.

Jerry said he thinks that you are on the right track with the Pomeroy guy coming down, that is a good sign. If DOE suggested that then he can guarantee that there was some communication already happening there. He states that by moving forward with that individual you get something from DOE. Jerry said you already have Brad working on his license, the more Brad does, the better his understanding will be. Jerry said getting back to the testing that is happening and failing, if you do the same test over and over without proper training then you will get the same results. Maybe the town has an opportunity to have a part time person to be with Mark around town while Brad is at the plant. Tim said there is room in the budget to move around some but that would not be sustainable.

Sandra asked are we are talking about the money to train Mark or are we talking about the people that applied that were qualified, it was her understanding that two were qualified and two were not. Mayor McCown said only 4 applied; two were qualified and two were not. Sandra said it was her understanding that one gentleman was going to retire to the area that he was willing to move here. Tim said I think you are talking about the gentleman who had the Level II license but couldn't make it in time for an interview, he couldn't get here until the 15<sup>th</sup> of July. Sharon asked Cody to check into it, see if the guy who wanted to interview and couldn't make it until the 15<sup>th</sup> is still available and interested in a Level II Operator position.

Jerry said there needs to be a job posting, it is a Washington State RCW law. They have to be covered under the city insurance. Everyone that has asked to volunteer in town has been denied therefore Dave shouldn't be any different. Daymon said the town needs to check if their insurance covers volunteers. Mark suggests listing out what we want to accomplish tonight. Some ideas; Level II license job description and does the town want to

advertise for that. Daymon said no we are putting out for a contract operator, so we need to figure out what contract laborers go for. Brad said depending on level between; \$800 to \$1,500. Sharon said they would want to negotiate a monthly fee which would also have to include travel time and per diem. Mayor McCown said we are doing just that by meeting with Willie from Pomeroy next Friday. Sharon said she hopes this has been communicated to DOE and Cody confirms it has been. Mayor McCown said also DOE has a list of contractors with hopefully ball park prices and how they need to be written and they will be furnishing us that information soon. Bottom line is that we can call people in Idaho as a backup in case Willie falls through then we are still working towards accomplishing this.

Mark said they have to discuss whether Dave is continuing to help the guys at the plant. Daymon said we should first start by checking with our insurance for people who want to volunteer. Mayor McCown said he would recommend hiring David at \$11.00 an hour. Mayor McCown asks Brad how much did David save the town with the digester and Brad responded a lot. Mayor McCown explains Ecology thought we had too much matter in the digester, however Dave helped the guys to figure out the top was crusted over and the digester was only half full. These are the little things he knows about from operating the plant. David Jones said the council needs to look at the budget and analyze the costs. Mayor McCown suggested just waiting until they are able to meet the guy from Pomeroy and see what is available, then possibly put an ad in the paper for an operator or part time help.

Tim says because we are working with DOE if we let them know we are working towards finding someone and moving in the right direction we will be alright. Tim said if Brad were given more time out there and keep working hard on the plant then it won't be an emergency and can certainly wait until Friday and to save the money from advertising until the town knows how it is moving forward. Mark asks what Willie is coming up here for. Tim said he is coming up here to talk about contract operating the plant. Tim added on top of this we already have the SO<sub>2</sub> and chlorine chamber ready to go in out there and that will only help the situation at the plant. Mayor McCown said they are ready to put it in now, they have a water leak tomorrow and it will take a couple days to get it done.

Tim said some of this stuff may require getting a part time person on to help Mark, since DOE is requesting more time spent out at the plant. Mayor McCown asked how much time Brad spent out there today and Brad replied about 4 hours. Daymon said he was out there last week for a couple hours, there are a lot of things that can be done out there that are not \$200,000 fixes. Daymon gave some suggestions of equipment that could be changed. He thinks a couple hours each morning and each afternoon would help the plant immensely. He said on that note it seems to him that DOE said the record keeping is not up to speed at the WWTP, and he thinks that if Cascade Computing put internet out there, Brad and Mark could just do their paperwork there and it would be time well spent instead of transporting those numbers back to town hall and transposing them onto the computer. Brad said right now he writes the numbers down on a piece of paper, if he had a computer out there he could just enter the numbers daily. Mark said that sounds like a no brainer especially since Marcus is willing to put it out there for free. Tim Southern **MOVED** to have Cody call Marcus and get internet installed at the plant and move a computer out there for business use. Sharon Schnebly seconded the motion and the motion carried unanimously.

Daymon thinks the plant is running as good as it is going to at the present moment but there is not a lot of capacity right now. Daymon said he looked at some of the way the calibrations are plumbed in and they are not state of art equipment. They measure flow into the plant and he thinks the calibrations are off by 2,000 gallons, the pumps rely on these calibrations to turn on and off, so he thinks in the future this needs to be corrected. Mark asked Daymon if he can meet with Willie from Pomeroy and talk about some of those things. Mayor McCown said Robby and Brad tried a different method of catching the items on the screens and bagging and it did not work. Mark said this is why he would want a seal of approval on all changes.

Mark asks what does the council want to have accomplished by the 28<sup>th</sup>. Sharon is hoping we will have some contracts to look at and have the Pomeroy guy up to meet with them. Right now she doesn't want to get too far ahead until these things are accomplished. Tim says he doesn't think they have to have someone out there right now. Mark said he doesn't want to see them waiting for another meeting to start moving forward. Daymon asked do we need that finishing tank pumped out so the numbers will look better. Brad said we do need to but we are

exploring some other options and he got the bid in for the project and it came to \$2,200 to have 3 trucks come up and pump it out. Mark thinks there is a three horsepower sump pump that can be dropped into the tank and spray it over the grounds next to the gun club. They would just need to apply for farm land application. Mayor McCown said let me tell you Roto-Rooter pumped that same thing out last time for \$1,700 and it was full again within a week. Daymon clarified that David said he accidentally cut the line and filled it back up so they pumped it and wasted that money. Mayor McCown said Dave Ulrick said it would be a waste again. Brad explained David Tysz shut the south clarifier down and they got a big rain and it got flooded and that is why he is trying to figure out the best way forward. Mayor McCown said if the plant is operating properly it won't do that. Daymon feels they need to set aside some money to pump that thing and hopefully before the weather turns bad.

Sharon stats this is all stuff that Willie should be able to help with. Jerry said you can be prepared for the day Willie is here. Mayor McCown said right now he is of the opinion to wait until Friday and talk with Willie, but there are some other things that can be done, like researching salaries for a contract operator.

Eddie Zubiata here to discuss the trailer park issues. Daymon asks how the cleanup is coming, has anyone checked on it yet. Eddie believes they are compliant on everything except one trailer that is going to be dismantled and will be taken care of within the week. All vehicles have been registered or tarped. Chief Neumann said there is quite a bit of improvement and he will give a final report at the next council meeting but they are seeing a noticeable difference. Mayor McCown said the police officers will need to make a final approval and come back to them with a report, but until that is done the council can't say it is compliant. Chief Neumann said they will follow-up with the trailer park next Tuesday or Wednesday. Sharon said please bring your findings to the next council meeting.

**APPROVAL OF MINUTES:** Daymon Marple **MOVED** to approve the minutes of the Regular Council Meeting Sept. 23<sup>rd</sup>, 2015 and Special Council Meeting Oct. 7<sup>th</sup>, 2015. Mark Young seconded the motion and the motion carried unanimously.

**POLICE DEPARTMENT REPORT:** Chief Jerry Neumann and Officer Joe Merry

Tim asked Chief Neumann if the trailer park was within the allowable timeframe for compliance and Chief Neumann explained they are really close, Officer Handley is back on Friday and will be following up on the matter. They did ask for an extension and they should be able to get this done by next week. There was one incident over the last weekend regarding fowl and peacocks in which two were destroyed on a private property, and there was a citation issued. The owner of the fowl and the shooter will be going to court. Chief Neumann said a person has a right to protect their property against damage which is in line with the town's ordinances. It was done in a safe manner, nothing was in the backdrop nothing we could show to bring it to a more serious crime. Mark asks can you explain more. Sharon asks were they aggressive or destroying property. Chief Neumann said they tried working with the owners, however they were kind of a nuisance and they refused to pin them. Once they called 911 to have police officers help catch them. The birds are now pinned and caged, there are 16 to 20. Sharon said they have been at her house on several occasions. Now they will let the court system handle it but going forward it will be a three strikes and you're out situation. Halloween is coming up and Haunted Palouse is right around the corner so hours will vary for a couple weeks.

**PUBLIC WORKS REPORT:** Brad Hasenoehrl and Mark Phillips present for the Public Works Department

#### **Water**

- Water system operating normal.
- There was a leak at the Grange and they put in a new poly line, setter and meter. From the town's side it is re-built from the main.
- There is also a leak at 4<sup>th</sup> and Main which they will begin digging on tomorrow, they will dig all the way to the main. Daymon asks does it come clear across the road again and Brad confirms yes.

- Replacing meter covers so they don't freeze over the winter.

**Sewer**

- Lots of changes at the sewer system.
- Willie coming next Friday to look at the plant and talk with town about possible plant operator agreement.

**Garbage**

- Everything normal.

**Streets**

- Nothing since the last patching. Sharon said the patching is holding up really well.

**Park**

- They are still mowing every couple weeks.
- The park will be shut down for the winter within a couple weeks.

Mark was asked at the fire district meeting if the paint was at the fire department and Brad said yes it is inside the fire hall. Mark asks are there painting supplies with them and Brad said no. Mark asks Brad to make contact with Chris to let him know it is there. Jerry said one thing that has kind of worked for us that may work for the town is maybe send Brad to Pomeroy for a day and maybe that would trigger something after seeing their plant. Sharon said she doesn't have a problem sending him down there. Jerry also asked have all of the non-functioning hydrants been replaced. Brad responds no and Jerry would like to know how to tell if they aren't functioning, Brad said the fire department marks them with yellow caution tape. So far they have fixed the one on 3<sup>rd</sup> street. The one at the school and 3<sup>rd</sup> street has been removed. Sharon asked where the hydrant is servicing the school now and Brad said there is one 200 feet from there. Mayor McCown said there are live ones on both sides of the school. Sharon asks what the schedule on this is. Mayor McCown said you can't have them working on the hydrants if he is at the plant. Mark said we might consider the part time guy to speed this up a little.

Jerry said safety in the community is key and they would like to know things are working right. Non-working hydrants can affect a home owner's insurance rate. Mark explains the fire department just got audited last year and that is how they know about certain hydrant issues, they are aware of the issues and working on them. Tim asks Brad and Mark when is the best time to send someone to work on these. Mark asks what is your schedule, Mark Phillips said they can get to it but they currently have a lot of equipment maintenance to complete, there are also two more leaks to fix and one of them is going to take a week and half. Sharon said she thinks these are priority.

Jerry suggests bringing in someone to help for 3 or four 4 weeks to get caught up a bit. Mark stated he is on the Fire District Board and it has been important for him all year. Mayor McCown said he is all for finding a part time guy to help but wants the council to find someone. Tim asks do they have someone in mind, basically just need someone to guide them. Daymon asked how many need repaired. Brad said there are 8 or 9, and it took them a full day to put the one in. Daymon said maybe they should look at the budget and contract someone to come in and fix all of them right away. Tim said he doesn't think it is a good idea to look at the budget this year for this kind of expenditure. Jerry suggested maybe prioritizing and getting like four done. Rebecca Strange said four additional working hydrants goes a long ways, it has been a major issue and needs to be more than just this dialog, action is needed. Mayor McCown asked Rebecca if there was a hydrant in her neighborhood that went bad. Rebecca said it will be Murphy's Laws and if something goes wrong in her neighborhood the hydrant will most likely not be working. Mayor McCown said there are three more within reach of her home. Rebecca said she would feel more comfortable if all of them were working in town.

Daymon state isn't there a reserve in the city fire department every year, why can't the town use some of that money to hire someone to take care of this issue. Tim said there is money in the reserve fund, however it is for when trucks or equipment go bad and they need replaced. Tim said as far as the hydrants go the town pulls that out of water fund. Mark said he would prefer not to cut into the fire budget as that little bit of money is what they are just trying to get by with. Tim said the town currently has four hydrants in inventory and waiting to be replaced. Tim Southern **MOVED** to hire a part time guy to help Mark replace the four hydrants the town currently has in inventory. Daymon Marple seconded the motion and the motion carried unanimously. Mayor McCown asked how the town is going to advertise for this position, where are we going to find this employee. Jerry said there is Work Source out of Pullman. Rebecca said make the money available first and then look for people to get things going. Mayor McCown asked what the town is going to pay. Sharon said pay the part time public works relief rate starting at \$9.00 an hour. Mayor McCown said he knows how difficult it is to get someone to work under the town's wage scale to install hydrants, the town doesn't need someone who just stands around and watches.

### **OLD BUSINESS:**

#### 1. Surplus Utility Trailer

Mayor McCown said the town put the trailer up for bid last at the last council meeting and only one bid was presented by Larry Palmer in the amount of \$400.00 which didn't meet the \$1,000.00 minimum bid. Now the trailer is a surplus item so the town can do what it wishes with it. Tim said he is in favor of selling it for \$400. Mayor McCown said Larry Palmer is the helper with the street projects each time we patch or repave sections of roads in town. Mayor McCown is in favor of selling it to Larry for little of nothing since he has been such a great help to the community. Sharon said the town has to charge him something. Mark asked can we give it to him for a \$1.00 and Mayor McCown said yes. Daymon Marple **MOVED** to sell the surplus 18' utility trailer to Larry Palmer for a \$1.00. Tim Southern seconded the motion and the motion carried unanimously.

#### 2. Sewer Plant

(Discussed in the Guest Section of the Meeting)

### **NEW BUSINESS:**

### **FINANCIAL:**

Approval of Checks: Daymon Marple **MOVED** to approve the following bills presented to council for payment. Sharon Schnebly seconded the motion excluding the payment to Busch Distributor while Cody researches an odd looking transaction, and the motion carried unanimously.

Check Register # 12029-12033 Plus Dept of Retirement	Payroll: \$8,150.10
Check Register # 12034-12056	Claims: \$18,772.91 Total: \$26,923.01

Sharon said there is a discrepancy with one of the town's fuel cards which was used in Terrebonne, Oregon. The transaction was at 1:52 in the morning and she doesn't believe that there was any official town business then, she would like this reflected. Tim said yes hold the Busch payment and pay the rest of them.

**ADJOURNMENT:** Sharon Schnebly **MOVED** to adjourn the meeting 8:33 PM. Daymon Marple seconded the motion and the motion carried unanimously.

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**Ray McCown, Mayor**

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