

**Town of Garfield
TOWN COUNCIL
PUBLIC HEARING REVENUE SOURCES
REGULAR MEETING MINUTES Preliminary Draft
Town Hall – October 28, 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 Schnebly, Tim Southern and Daymon Marple.
Staff: Clerk/Treasurer Cody Lord, Public Works Assistant Brad Hasenoehrl Absent:

PUBLIC HEARING:

1. 2016 Revenue Sources Public Hearing

Mayor McCown opened the public hearing for revenue sources and asked the community if they would like to share any comments. Tim Southern explained the two papers are the same, one is for the town's ordinances and the other is to notify the county of the 1% increase in property tax. Tim Southern **MOVED** to pass ordinance 450N to increase the property tax of Garfield residences by 1 % and to also collect 1% due to banked capacity. Daymon Marple seconded and the motion carried unanimously.

Ordinance 451N is to notify the public of the special levy the town is seeking to collect in the amount of \$60,000 or \$2.56 per thousand for streets and a price per thousand of \$2.75 or \$65,093.00 for the general levy. Mark Young **MOVED** to pass Ordinance 451N. Sharon Schnebly seconded the motion and the motion carried unanimously.

Mayor McCown closed the Public Hearing for Revenue Sources at 7:05 PM, and the regular council meeting reconvened.

GUESTS: Jerry Love, Rebecca Strange, Scott Bowman, and Neal Leon.

APPROVAL OF MINUTES: Sharon Schnebly **MOVED** to approve the minutes of the Regular Council Meeting Oct. 14th, 2015. Daymon Marple seconded the motion and the motion carried unanimously.

POLICE DEPARTMENT REPORT: Officer Joe Handley Present for the Police Department

The trailer park is coming along with most items in compliance. There are a couple more things they are going to take care of but they can't happen until spring. There was one drug related arrest last week with a transient who was passing through town. Officer Handley visited the marijuana grow and they will be having their first harvest next month. Officer Handley stated the State of Washington will be paying to communities with grow businesses located in them taxes starting in 2017 but funds will not be made available until 2018 and will include 2017 retro-active funds for prior taxes collected. Since the rules of marijuana facilities is changing in Washington State, there is a chance the current license holder will be applying to be a medical marijuana processor as well. Tim asked are there currently any problems with the facility. Officer Handley stated no there is none what so ever. Officer Handley has asked them to notify the police department when they will be transporting through town. The operation has a top notch security and the facility is compliant. Tim stated regarding the trailer park, are they meeting all the requirements you have set. Officer Handley said yes for the most part and they have extended some time for some other compliance issues. They will now have to go in and elaborate on the remaining junk vehicles. Mayor McCown said it does look much better.

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

Water

- The water system is running good.
- They fixed a leak at Keller's property and there are currently two more that need fixed; one in Mayor McCown's alley and one at the end of California Street. Brad has called in the locates for digging and they should be completed tomorrow.

Sewer

- Brad states they had a meeting with Willie from Pomeroy regarding possible contract operation of the plant and it went very well. Willie will be following up with some rates he wants to charge the town for his services and hopefully that will be locked up in the coming weeks.
- Brad and Mark pumped out contact chamber this afternoon. The submersible pump was not going to work so they went with a 2 inch vacuum pumper and got out about 99% of the solids. Brad is trying to work on other things out at the plant.

Garbage

- Everything is normal. Truck is running good and there will be a few items to work on next year with the new budget.
- Brad checked on the price of new totters; a 64 gallon is \$72.00 and 96 gallon is \$76.00. The 96 gallon would almost double the capacity for the residents. Brad said if the town orders ten of them it won't have the town's name on it, there must be a larger order placed, typically 150 totters or more. Daymon Marple questions how much a fully loaded 96 gallon can would weigh and wonders how hard that will be to move around. Brad said most people now that have the two cans are young families and for the elderly residents it would be hard to move. Brad would like to order repair kits with axels, rods, 2 wheels and the bar, his plan is to rebuild the 5 broken ones that he currently has so they can be distributed. Tim said he is in favor of ordering the repair kits and the council agrees to order them.

Sharon said what if the wheel falls off, will you fix it and then charge her. David Jones said he is in favor of fixing them but not to charge them to fix it. Tim said since the town bought the cans the town will repair it, but if it becomes a habitual thing like your can needs repaired every couple of months then the town will begin charging you for the repair. Mark Young asked should we make it up to the public works discretion on whether or not to charge for the repair. Tim asks what the town is going to charge for repair kit and time to do the repair. Mark asked how long it takes to make the repair and Brad said it takes about 5 to 10 minutes. Sharon thought \$15.00 should take care of the repair and time and is fine with the public works using their discretion on who to charge. Brad said the pool is a good example of one that is broken and they are not abusing it and only using it four months out of the year.

Tim reiterates if they are having issues every couple months then we have to charge. Sharon says buy ten of them to make the current repairs and they will have to think more about what the town does in terms of charging for repairs. Mayor McCown said he is personally against the larger cans and Sharon says she likes the option. Tim said he likes the option but is not sure the town needs to buy them yet. Sharon said the town will have to look at the dumpster rates as well. Sharon said lets hold off on the big cans for the moment. Mayor McCown asked do you want to adopt the \$15.00 fee for repairs.

Jerry Love said they have had theirs since they first came out and they don't overload it and don't run it over rough ground and they have never had an issue with theirs. He feels if you replace more than once a year than a second one is an abuse. Tim agrees the town will repair once a year and more than once a year it will be charged to you. Jerry asked can that be added to the water, sewer and garbage bill. Mayor McCown said he personally would like to see them fix the ones that are broken. Tim suggested having Stephen look at the ordinance language and have it added in there. Mark said he would like to see some flexibility with this because a resident could have bad luck twice in a year, he believes it should be up to the public works discretion. After the first repair then the staff has the right

to charge the \$15.00 if the repair is considered abusive use. Tim said in order to avoid issues of favoritism it should just be set you get one repair a year and then must pay to have it repaired. Mark thinks there should be some way for a resident to say the next door neighbor ran it over by accident. Mayor McCown wants to table the subject until the next council meeting, but Tim said he would prefer to deal with it and Mayor McCown replied it will be tabled for this week's meeting.

Streets

- Currently not much going on with the street department as they are working on other things.

Park

- Mark and Brad will shut the bathrooms down after Halloween and also vacuum the leaves in the park.

Brad said he also talked with Willie and he suggested pumping the contact chamber back into aeration chamber, the color is good now and everything seems to be looking better. Mayor McCown asked if it will settle out in the contact chamber again. Brad said yes he will be able to waste out of the normal clarifier and then wait and waste again for an hour or two. Daymon asked why the coloring was grey. Brad said it is a yahoo chocolate brown color and now lightening to a tan color and they will be flushing for an hour and a half instead of an hour. Brad is hoping by pumping the contact chamber out the fecal coliform numbers will come in line. Brad said he is pumping at 7 parts per million and hopefully they will have a non-detect on the next test.

Rebecca Strange said she would like to talk about Spokane Street between 7th and 8th Street, she says the minute snow starts to fall you can't travel down it without losing control of the vehicle. There are lots of ruts and groves down the road. Can that section of Spokane Street be addressed and if not can it be given to the owners on either side of the road. She feels that grading the road would help the rut issue and make it less dangerous. Mayor McCown said the road will not be surrendered to the neighbors and thinks the conversation is getting off agenda and said he would prefer to come back to this topic later.

Jerry asked was any work done on fire hydrant replacing and Mayor McCown said no not yet. He also questioned how many feet of fire hose does the department has. Brad said they have like 500 feet per truck so with 4 trucks there is approximately 2,000 feet of hose. Tim asked what kind of hose you are looking for. Jerry said he believes that several of the hydrants that aren't working and were marked with caution tape, no longer have caution tape on them. Mark said the department knows which hydrants are issues since there was a recent audit done on them. Jerry asks if he can get a copy of that report. Jerry said his thought is that it is about \$500.00 to repair a hydrant but when replacing the city engineers have to approve the process. Jerry said he thinks he remembers the council saying they took one hydrant completely out and Mayor McCown said yes they took it out because it physically broke and it had rusted through. Jerry asked in order to take that fire hydrant out was it approved by the city's engineer. Mayor McCown and Daymon both said the town doesn't need to have that approved by the city engineer. Neal Leon said the town can also elect to hire an outside contractor to do it.

OLD BUSINESS:

1. Sewer Plant

Mayor McCown said Tim and Daymon went to the plant to meet Willie from Pomeroy. Mayor McCown said he is full of knowledge and running a very similar plant. Daymon felt the meeting was good and he has been doing it for 15 years with 2 years being in charge of the plant at Pomeroy. Pomeroy's Mayor seems supportive of Bishop's office working on an Interlocal Agreement. Sharon said the mayor will allow him to travel up here one day or week but is one day a week enough to get us into compliance with Ecology. Brad said he thinks so and Willie said it really isn't in that bad of shape. It shouldn't take much time to get it there. Mayor McCown said Willie spends about

two hours a day to operate his plant. David asked is the town going with the first option on this list referring to the Interlocal Agreement. Tim said he believes they will be going with the ILA. Mayor McCown said they are waiting from him to hear an hourly figure. Mark asked have we documented this with DOE and Cody said yes he has been updating Ellie.

Tim said his feelings on the Interlocal Agreement are since the town is paying the City of Pomeroy directly then the Town of Garfield should be paying his hourly rate at Pomeroy plus his mileage to get up here plus money for his drive time, the town shouldn't be waiting for him to send us a number on what he wants. Daymon said Willie is figuring out what he gets paid and getting that number to us. Mayor McCown said why should he drive up here and work for us when he can make what he currently does down there. Sharon said something else that we need to keep in mind is the overtime and if he incurs it while he is working on our plant what will that cost the town. Mayor McCown said if he sets a wage for the time he is here then overtime shouldn't play into it. Daymon questioned is the town using his license from now on. Mark said why don't we wait and see what they come up with. Sharon is also wanting to see what Stephen puts together.

NEW BUSINESS:

1. Ordinance 450N Adopting Property Tax Increase for Collection in 2016

Discussed and motioned in the Public Hearing Section of the meeting.

2. Ordinance 451N Setting the Regular and Special Levy Amounts for 2016

Discussed and motioned in the Public Hearing Section of the meeting.

3. Council Meeting Date Changes for Nov. and Dec. 2015

Mayor McCown said the council needs to discuss the meeting days for Nov. and Dec. council meetings. Sharon said the 11th of November is Veterans Day. Tim suggested moving the Nov. and Dec. meetings to the 1st and 3rd Wednesday in each month. The council agreed that shouldn't be a problem. Tim Southern **MOVED** to have the regular council meetings on November 4th and 18th and December 2nd and 16th. David Jones seconded the motion and the motion carried unanimously.

Tim said let's talk about Spokane Street between 7th and 8th above the park. Rebecca said she has to drive up and down it daily and when a person comes down it they go sideways if they hit the brakes. Rebecca said she would be willing to gravel and grade the street however it is not hers so she doesn't wish to spend the money on it. Mark asked haven't they mention this particular street in the past and Sharon agreed it has been discussed before. Rebecca said it is a safety concern since you don't have time to look either way and stop for oncoming traffic. Sharon asked so what can be done to it. Brad said when the grader comes this spring they will grade it and take 5 or 6 loads of rock up there and smooth it out.

Jerry said there is still a sidewalk that goes across the base of that street, there are no traffic signs on either side. Brad said he put one up there last year, a stop sign. Jerry suggest pulling the sidewalk out so a person can take the grade smoother. Tim said he remembers in the past not ploughing it in the winter so kids can sled down it. Rebecca said she has 4 wheel drive and I can't go up it. She can come down from 8th when it is not plowed, turn into her hill so the truck hits the driveway and not further down the hill. There is another manufactured home off this street but it has a private drive, they don't use Spokane Street.

The school bus uses 7th street 3 times a day and Daymon says if you put a big incline down at the bottom it will affect the school bus route. Mayor McCown said the council has heard enough on this subject and encourages everyone on council and Brad and Mark to drive by and see what can be done about the situation. Sharon asked what is that going to do, what will be solved by looking at it. Mayor McCown said we can sit here and talk about it all night and it won't fix it. Everyone needs to drive down the hill and get some ideas. Sharon said

the public works guys need to look into it knowing the equipment the town has and what they are capable of doing. Brad said if he puts gravel on it right now it will be at the bottom of the hill in less than 3 weeks. Sharon thinks they should be looking at a long term fix to the problem.

Jerry asked can the town get a schedule put together for replacing the fire hydrants and especially the ones right up by Rebecca's house. You will spend 15 minutes getting hoses to her house if there was a fire there and you would be wasting a lot of precious time when seconds count. He would like to get a schedule to get at least a couple of those replaced this year. Sharon said at the last meeting they had approved a temporary person to help out with these kind of things. Mayor McCown said he talked to 2 people that would help but they won't work for \$9.00 an hour, stating that no one will work for less than \$15.00 hour. Mayor McCown said he talked with George and he isn't available to do it. Mark suggested raising the pay rate. Neal Leon asked why are you hiring help, are you looking for help to put fire hydrants in. Mayor McCown said yes because we have one guy at the plant and one guy repairing the water leaks.

Brad said he was out at the plant 8 hours today, about 4 hours last week and then was on vacation the rest of last week. The week before that, 13 total hours was spent out there. Jerry asked has Cascade responded on getting internet out there and Cody confirmed it was scheduled for installation and the computer was ready. Daymon was concerned about where the speed limits increases going out the Elberton Road and wanted to know if someone knew why the old sign was moved. Officer Handley suggested maybe a combine hit the sign and that is where it got moved to. Mark asked did we finish talking about the temporary position posting should we have Cody post a position for a worker for \$11.00 an hour. Tim wonders why Mark Phillips can't dig the holes. Mayor McCown said you need a guy in the ditch probing for the pipe and Brad confirms you have to have a second guy. Jerry asked who he talks to about getting a report on the fire hydrants. Brad said he will talk with Chris and get one for the next meeting and Mayor McCown asked Brad to furnish the council with one as well. Jerry said the department should be taking pressure on the hydrants as well.

FINANCIAL:

1. Quarterly Budget Position

Tim said the only thing he noticed while reading through the budget was a phone utility tax disclaimer from 2013 and wonders why it is still a part of the report if it was done in 2013, and Cody replied it is for audit purposes. Mayor McCown asked does the council need to make a transfer for the short funds in the 401 Fund and Cody said they will be alright until December and can make the transfers then.

2. 3rd Quarter Adjustment Register

The council reviewed the transactions on the adjustment register and the Finance Committee, Daymon and Tim signed the 3rd quarter adjustments.

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

Check Register # 12057-12058 Quarterly Payroll	Payroll: \$2,066.55
Check Register # 12059-12062 Plus EFTPS	Payroll: \$6,360.40
Check Register # 12063-12066	Claims: \$1,894.37
Check Register # EFT Dept. of Revenue	Claims: \$1,416.94 Total: \$11,738.26

Jerry questioned the charge on the Busch gas statement from the last meeting and Mayor McCown said Brad charged some gas and repaid the town for the expenditure.

Cody asks the council about a resident billing issue where the resident was afraid to stick cash through the door for her payment so waited until after the weekend to pay resulting in a late fee. Also this same resident was charged for an additional can collection when they didn't have an additional can. She would like the \$10 late fee and additional can fee of \$6.00 reversed. Tim said if she didn't have a second can then reverse that fee but they will not reverse the late charge. Brad said that brings up a good question regarding the garbage collection stating if residents have an extra bag laying on the ground then he picks it up and doesn't charge them for the extra collection. Tim said no, if residents leave a bag of garbage on the ground then you leave it on the ground and move on. Brad said when they got the new truck if the can was over filled they can bring another can and Sharon asked what you consider overfilled. Brad said for instance a resident put a 2 x 4 in his garbage can and had the bags stacked high with the handles wrapped around the 2 x 4 so they wouldn't fall out. Brad asked can he address that guy and tell him he needs another can. Sharon said Brad wouldn't be overstepping his bounds by saying he needs another can.

Tim said if it is overfilled onto the ground you are instructed to drive by it, this is exactly why they didn't want to get into picking up some and not others, then you can be perceived as playing favoritism. Daymon said you have to get out of the truck to pick up the extra as well and that is what the new truck was supposed to avoid. Brad said but if there is one bag he doesn't have a problem grabbing it. Tim said don't, then you have to get out of the truck and you could possibly hurt your back, the town sent out a bulletin saying this is what we won't do with garbage service and the first couple months we gave residents a lot of lead way, but now if you need an extra can the town will bring it for you. Tim would like to stick with that philosophy.

Daymon said if you have too much save it for the next collection. Brad states also the totter says in the front put the direction of the arrows towards the road, if the residents doesn't do it correctly the lid flops over backwards and create more wear and tear on the totters, can the town make stickers to put on there saying they are not doing it right. Jerry said maybe it is time to put another notice out on the bills asking people to follow the rules that the garbage can needs to be facing the right way. Sharon said our cans are a little smaller than a normal municipal cans but bigger than a regular garbage can and in the interim we have five additional cans that can be given to residents who need more space for collection.

ADJOURNMENT: David Jones **MOVED** to adjourn the meeting 8:12 PM. Daymon Marple seconded the motion and the motion carried unanimously.

Ray McCown, Mayor

ATTEST: _____
Cody Lord, Clerk/Treasurer