

**Town of Garfield**  
**TOWN COUNCIL**  
**REGULAR MEETING MINUTES Preliminary Draft**  
**Town Hall – October 12, 2016**

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

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

**GUESTS:** Scott Bowman, Jerry Love, Rebecca Jones, Jeff and Juli Rathbun, Roger Million and Sandra Cavallo.

**APPROVAL OF MINUTES:** Dave Ulrick **MOVED** to approve the minutes of the Regular Council Meeting Sept. 28<sup>th</sup>, 2016. Neal Leon seconded the motion and the motion carried unanimously.

**POLICE DEPARTMENT REPORT:** Chief Jerry Neumann present for the police department.

Cleanup has occurred at the residence on 4<sup>th</sup> street and the junk vehicle has been moved. The ATV/ORV ordinance is back on the table; however Bishop's office is still working on it. The ordinance can't be less strict than Washington State laws. Dave Ulrick asked will this affect the farm vehicles that come through town during harvest time. Chief Neumann replied no and in fact it will be much like the conditions Garfield currently has with ATVs and ORVs it will just require a license and a few more safety features. Mark Young asked if the ordinance was sent back to Bishop's office for final review and Chief Neumann confirmed yes. Mayor McCown said they will bring it up again at a later time. Chief Neumann said they are also working on some other junk vehicles items in town but all and all it has been quiet. Mayor McCown noticed the hay trucks have slowed down through town and Chief Neumann confirmed they pulled one over doing 57 through town and the courts upheld a negligent driving violation on it.

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

**Water**

- A water line was repaired at 8<sup>th</sup> and California that has been leaking for years. They put a one inch poly line in during the repair.
- At 10<sup>th</sup> and Spokane they are about half way done with repairs, they are trying to replace an old steel line with a poly line at this location.
- Filled in the repair at Busch pumps with gravel.

**Sewer**

- There was a power outage last week with a blown fuse on the main power line. Avista had to come out and conduct the repairs. The generator at the WWTP started and operated correctly, however it would not shut down properly once the power came back up.
- The digester has been pumped out.
- The clarifier has been pumped out.
- They are busy getting everything ready for the winter months.

**Garbage**

- Everything operating normally.

**OLD BUSINESS:**

1. ORV/ATV Ordinance

Mayor McCown asked if the council wanted to act on it. Mark said he thinks they should wait on the clarifications on the language coming from Bishop's office. Mark said he doesn't feel that there is anything wrong with it; he just wants input from the attorney's office.

2. Rebecca Jones Public Record Update

Rebecca Jones informs the council that she put a public records request in on July 22<sup>nd</sup> and she would like an explanation why it is not filled yet. Dave Ulrick asked what is missing and Rebecca responded there are lots of items missing, she asked for all incoming and outgoing emails from the council members and mayor. She states she also has records requests put in with Dept. of Ecology, Dept. of Health, MRSC and Association of Washington Cities. Mark explains to Rebecca that his request has been met and Rebecca thanked him for filling the request and said he may be the only person exempt from the conversation. Dave said he felt he gave Rebecca everything he had and Mayor McCown said Kevin came to his house and searched his computer and she has everything that was on his system pertaining to town business. Rebecca asked Mayor McCown why she wasn't given the letter from his attorney for the recall effort. Mayor McCown said this was a private matter so therefore it wasn't part of the request and Rebecca responded when the taxpayer paid the bill it then became subject to public records. Mayor McCown said some emails were deleted from his system and Rebecca asked if that was prior to or after the public records request was made. Rebecca asked Mayor McCown if he was stating he provided her all the records he had and Mayor McCown reassured her that she had everything pertaining to town business from his computer and said he has never sent any town related emails from his computer.

Neal Leon said to Rebecca that she had all of his emails and Rebecca responded she received none from him and he clarified that is because he doesn't do email and never sends email so therefore has none to provide. Rebecca asked if he had received emails from the town and Neal said the agenda notices and minutes are the only emails he gets from the town which have been already provided by the clerk and are available at town hall. Rebecca clarifies that she was looking for all inbound and outbound emails from each person at the council table. Neal asked Rebecca what the purpose of this request was for and Rebecca responded she was tired of the conduct of the elected officials and she feels she has made that abundantly clear during her interactions with the town. Neal asked Rebecca how long she has resided in Garfield and Rebecca replied that is irrelevant since she is a tax payer.

### **NEW BUSINESS:**

#### 1. Holiday Council Meeting Schedule and Preliminary and Final Budget Hearings

Cody explained in anticipation of the holiday season he would like to make some date change suggestions for council meetings so they could get it posted as quickly as possible and try to alleviate conflicts. The dates that were decided on for council meetings in November are the 9<sup>th</sup> and the 16<sup>th</sup> and in December the 7<sup>th</sup> and 14<sup>th</sup>. Cody will get an ordinance drafted to notify the public and will also post in the official newspaper. The Preliminary Budget Hearing will be held Oct. 26<sup>th</sup> and the Final Budget Hearing will be held November 16<sup>th</sup>.

#### 2. Purchasing Policy for Major Purchases and Purchases from Surplus Sites

Mayor McCown said Cody looked into the proper way to purchase items from other state agencies through surplus to make sure the auditors are happy. Cody says there are two methods for moving forward with purchasing from another agency that has an item for surplus the town would be interested in. The first would be to have an inter-local agreement with that agency already in place before the items goes to surplus. The other is setting a resolution for special market conditions to make a one-time purchase for an agreed to maximum price for a very specific piece of equipment. Both of these would require that the money be budgeted and if not a budget amendment must be put forth and agreed to by the council.

Dave said he brought the pictures of the last backhoe to council to feel out what prices were and see what opportunities there may be in the future. They would need to specify what it is they are looking for and the price they are willing to pay for that specific piece of equipment. Mayor McCown asked Cody to have something drawn up that lays out the special market conditions for the next meeting.

Jeff and Juli Rathbun are here to talk about the vacant restaurant space. Jeff grew up in Moscow and recently moved back to the area and has been looking to start a restaurant. He would like to propose to

the town a plan for the space downtown. There would be two parts to his plan. The first would be a non-profit business which would be working with local farmers to prepare foods so no local food goes to waste. This can be done by putting ingredients in soups, stocks, preserves and canning or other food preparations. This stage would also draw on local individuals who are in need of gaining experience in the culinary field to work with Jeff in the kitchen which helps people get back into the workforce. Much of the food would then be distributed to other food banks and outlets in the area. The second stage would be the profit side of the business. Starting out Jeff would not be open to the public but providing soups and stocks to other area restaurants who may be limited on space or labor to make such things internally. After this stage proved successful they would then look at adding hours and days to open the restaurant to the general public and eventually open into a full service restaurant with possibly beer and wine or a lounge depending on what the market calls for. They would also like to do specialty community dinners and holiday celebrations while they are getting the full service restaurant up and running.

Jeff said they will be finalizing a proposal to put in front of the council that lays out the lease and would also incorporate a clause to eventually purchase the space if allowable. Roger Million asked what kind of timeframe he is looking at and Jeff said they have already checked out the utilities and feel comfortable with the costs and are hoping to start phase 1 as soon as they can get an agreed upon lease nailed down. Phase two he speculates will be sometime in summer or fall of the coming year and he hopes he could have a full time restaurant open to the public in about 1 year from the start date. Jerry Love asked him what his background is and Jeff says he has been working in the industry for about 30 years and worked in numerous Seattle area restaurants and currently manages one in Pullman area. He will be keeping his job in Pullman as a consultant for a restaurant while developing the one here in Garfield. He already has some built in clients for his base clientele. Jeff says he would like to have a rustic local themed restaurant that plays off the local farming families.

Mayor McCown said there will be a filming company in town during December and January of this year that will be using the restaurant as a movie set. Jeff and Cody have talked about this development and Jeff feels there will be no conflict. Cody will put Jeff in contact with the set designer to see if they can assist each other in setting something up that will work long term for Jeff and Juli's theme in the restaurant. The set designer will be making some changes to the wall colors and lighting in the restaurant but all the enhancements will stay with the building. Mark asked what the next steps are as this sounds very intriguing. Mayor McCown invited Jeff and Juli to drop off their business plan whenever was convenient for them. Some research will need to be done about how the lease would be executed and if the PDA would be taking back over the space after the lease was signed. Mayor McCown said the restaurant looks to be in pretty good shape after the restaurant committee spent lots of money and time cleaning the space up for a suitable tenant.

Mayor McCown explains to the council that Reuel's son has been helping Reuel out at the plant for the past three days and he would like to pay his son the \$11.50 an hour rate that the temporary employee Daniel gets paid. Cody explained to the council this needs to be the last time someone is working for the town prior to filling out paperwork which is supposed to be filled out before their first day of work. Council noted the need to do this appropriately and no decision was made on how to move forward with the situation.

#### **FINANCIAL:**

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

Check Register #12452-12459 PLUS EFT Dept. of Retirement	Payroll: \$9,593.05
Check Register #EFT Dept. of Revenue	Claims: \$1,680.80
Check Register #12460-12485	Claims: \$22,916.08
	Total: \$34,189.93

Neither of the finance committee members were in attendance so the adjustment register will need to wait until the next council meeting to be reviewed.

Mark stated with the preliminary budget coming up he would like some idea on the costs that are projected at the plant for the coming year and what kinds of plans will be carried out at the facility. Reuel said he is trying to put those items together by first addressing the regulatory items put forth by DOE and then moving onto the maintenance items that make it look more presentable. Currently the SO2 and liquid chlorine are not in use. DOE also wants redundancies on systems at the plant so they will be working to make sure that happens. He would also like to explore the idea of drying beds for the sludge that is pumped out of the system and dried and taken to Spokane. Currently the bio-solids are not drying all the way so they are adding extra weight the town pays for when it is dumped. The drying beds would allow the material to dry more thoroughly. Sandra Cavallo asked won't the smell drift into town while it is drying and Reuel said no it won't throw off much odor. Reuel will also be pricing items to automatically blind off the material on the screens so employees are no longer needed on the weekends to clean them off.

**ADJOURNMENT:** Dave Ulrick **MOVED** to adjourn the meeting at 7:45 PM. Neal Leon seconded the motion and the motion carried unanimously.

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**Ray McCown, Mayor**

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