

**Town of Garfield
TOWN COUNCIL
REGULAR MEETING MINUTES Preliminary Draft
Town Hall – September 9, 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, Daymon Marple, Sharon Schnebly and Tim Southern. Staff: Clerk/Treasurer Cody Lord, Public Works Assistant Brad Hasenoehrl Absent:

GUESTS: Scott Bowman, Sandra Cavallo, Neal Leon, Justin Phillips, and Rebecca Strange

APPROVAL OF MINUTES: Sharon Schnebly **MOVED** to approve the minutes of the Regular Council Meeting August 26th, 2015. Mark Young seconded the motion and the motion carried unanimously.

POLICE DEPARTMENT REPORT: Officer Joe Handley present for the police department.

There have been two drug related arrests in town. There is also an older gentleman in town who is off medication and hostile toward people and police. There has been a chronic nuisance violation served for 604 W Spokane Street. The owner of the park has been required to stop all narcotic traffic on the property. The chronic nuisance violation lays out what has taken place and what must be remedied. The trailer park was also served a chronic nuisance violation in 2012, however nothing was pursued at that time. Officer Joe Handley questions the council on how to move forward on this matter.

Currently there are drugs being moved from the property, theft of services due to people living in the park who haven't paid utilities and the owner not informing town hall. There is also a trailer that is illegally parked there and doesn't meet the set-back requirements or the process to have the additional structure approved for the park, and there is lots of debris in the park that must be taken care of. Carol Lawson submitted to the police department a letter asking for an extension to remedy the situation. Officer Joe Handley will be responding to this letter on Thursday in writing.

Sharon Schnebly asked Officer Handley if they are going to grant her an extension. Officer Handley said they would grant her an extension but needed the councils input on the length of that extension. The correction agreement is spelled out in the letter of the chronic nuisance violation. Officer Handley suggests that the department wait for the 30 days from the notice of violation so all the requirements are fulfilled in our ordinance. Sharon clarified by saying as of now you gave her a verbal extension to fix the items. Mayor McCown said he thinks he would give her 30 days to accommodate the requests.

Officer Handley states there have been potential new violations that might need to be addressed, as well as, the original issues. Mark Young asks what they are doing about the new violations. Officer Handley said they should be able to amend the original nuisance violation to include new violations. Mayor McCown thinks the tenants are causing the bulk of the issues for the park. Sharon agrees but also says the town can't enforce her to evict someone. Tim Southern wonders if she was given warning in 2012 and the warning with the most recent nuisance violation and is still having issues at the park, can it be expected to change. Tim said in his opinion it is time to take care of the matter.

Rebecca Strange said she came here to specifically address this matter since she lives across the street from the park. She has made several calls to the police to voice complaints. She feels as a tax paying member of this community enough is enough. Rebecca says I am begging you to address the problem please. Sharon said she can understand the frustration and wants the issue solved as well but wants to make sure it is done correctly so it can be fully resolved. She wants to make sure as they go forward with this, that they have done every single possible thing correctly leaving no loopholes in court. Scott Bowman wants to know why it is taking so long since it started back in 2012. Sharon explains to Scott the chronic nuisance ordinance was put in place in 2012, and dealing with issues such as these never happen quickly.

Officer Handley explains this is an ordinance from Spokane County which has had success in holding up in

the court of law. Daymon Marple asked with the new violation do we need to update the letter. From Tim's perspective he thinks the department has taken care of business, and that she has already not made it happen and didn't meet the basics. Officer Handley said it is her job to specify a time frame to come into compliance, she has to come with an agreement that is acceptable to the department and she didn't do that. Officer Handley said what he needs tonight is for council make a decision on the length of time that is to be granted to Carol to come into compliance. Mark Young asks where did we come up with the 30 days and Sharon says it is in the ordinance. Mark states she has already had 7 days, why doesn't the council double the 7 days and insist that she complies. Have Carol clearly state what her actions are going to be, why wait 30 days to do this?

David Jones said he would agree. Mayor McCown said he would recommend extending to the next council meeting. Justin Phillips asks what the state laws are on evictions. Officer Handley said there are a lot of things that go into evictions. Justin asks would it help the matter going in that direction. Mayor McCown said she is never going to evict her son. Sandra also wondered about the state getting involved with the resident that is acting hostile. Officer Handley said the police can make that decision if needed but that criteria was not met last night. Rebecca asked what her recourse was for this resident invading her privacy on her private property. Officer Handley said he could talk with her about that after the council meeting.

Tim Southern **MOVED** to extend the deadline for Carol Lawson to meet all requirements set forth in the nuisance violation for 30 days, less the 7 days she has already had resulting in 23 days left to fulfill the agreement. Sharon Schnebly seconded the motion and the motion carried unanimously.

Officer Handley said on another note there was a great turn out for the bike rodeo in Palouse and he has some additional free helmets to give out if there are any kids that need them.

Mark said since the office recently received a public record request it may be a good time to talk about the town's policy in handling these matters. Mark questions if there is currently a policy in place for handling public records requests. Sharon explains to Mark the State of Washington has very strict guidelines on how to handle them and the town would follow their requirements. Mark said what he is concerned about is the town personnel knowing exactly what the timelines and guidelines are. Mark presents council a rough draft of the policy the fire district uses to address public record requests. Sharon asks does it mirror Washington State RCW. Mark said it makes it specific to our fire district, it is to cover ourselves when people respond to these request and how they meet those requirements. Mark would like Cody to verify if there is currently a policy specific to the town.

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

Water

- The telemetry is working just fine again. There is a leak between second and third streets that will need to be addressed. This same line has been repaired five times in the past so it will be replaced with poly this time to be done with the issue. They would like to have it switched out before winter. Sharon asked is this the line we fixed last year. Brad stats is was repaired most recently a couple months ago. It is a 2 inch line and about a 200 foot run. There is some 2 inch line in inventory but not enough so Brad will work on getting pricing for it. Mayor McCown thinks while they are doing that repair and have the line exposed to maybe put a new meter in the hotel, it is also a tight squeeze to get into the meter box so better to do while the hole is open. Brad said he will also check on the cost of a new 2' meter.

Sewer

- Brad had Strom come out and they showed him how to change rotations on the motors. Now he is familiar with switching the direction with the computer so Strom will not have to do this for the town any longer.

- They had a pump failure in our influent well. Somehow the wire got underneath the saddle and cut it.
- There was a large flow of water coming into the plant and they couldn't figure out where it was coming from. Brad and Mark chased the water up the lines and ended up at the pool which was draining their water. They have been asked to trickle this water in the future when emptying the pool.
- Got new SO2 chamber in and it is only allowed to treat 50,000 gallons and the town is licensed for 70,000. Initially they said it can handle up to 200,000 gallons. Because of the volumes that are received in the high months, a second unit may be needed. Brad will update at the next meeting.
- Number 4 pump one of the gate valves is stuck and won't allow water to go up to the bio-cell. They may have to have a total change out but assessing that issue now. Getting some quotes on it to see if they can do it themselves.
- Went to Bartech about 2 weeks ago, they have large storage containers that holds 24 tons which is what they took up there last year. Brad is checking the rates to see if it is not more cost effective to get a container and have them pick it up rather than the public works guys driving it to Spokane.

Garbage

- The totters didn't get ordered this year. Brad thinks they did it through solid waste in the past but hasn't gotten a price on them yet. He suggests maybe going to a 95 gallon totter instead of two current sizes. Tim asks how many extra do we need. Brad is thinking ten of the 95 gallon size. Mayor McCown said what he would recommend is maybe buying two of the larger size and try it. Sandra mentions if the person is older they can't haul the bigger ones out to the street. Sharon asks what the turnaround is on this. Brad think a couple weeks to get new containers in. Sharon thinks for right now getting a couple to see what it is like to use the larger ones. Sandra asked is the garbage truck designed to lift the bigger cans and Brad said yes it will handle them just fine.

Streets

- Patched 16 tons worth of material on the roads this year, which is 8 tons more than last year. There are still some other areas to get done. There is one little hole on Wesley Street that will be filled with gravel for the rest of this year and topped next year.

Park

- Bathrooms have been maintained and park mowed.

Mark asks where they are with the fire hydrants. Brad said they removed the one at the school, and dug up the one on 3rd street, it wasn't the hydrant that broke it was the main. They will cap it and move it across the street. Will get the one D Street removed and then hopefully replace one more before the end of the year. Daymon is concerned about 2nd street, there is a bad collapsed asphalt spot there and it keeps getting worse. Mayor McCown looks like there was a ditch dug there and has collapsed and causing some problems. Daymon asked the guys to keep an eye on it.

OLD BUSINESS:

Mark said there was some confusion at the fire department meeting about who was getting the paint for the fire doors. Brad has the color picked out and will be picking it up. Mark said he will tell Jonelle not to pick up the paint.

NEW BUSINESS:

1. New Mirror for Main Street Pole. Mayor McCown asked does the council want to authorize to buy a new mirror for the corner. Sharon said she was greatly in favor of the mirror the first time around and it has been a great thing to have and adds safety to that corner. Sharon definitely feels that it should be replaced. Daymon said they are sticking in a new pole there, are they going to let the town attach to it and Mayor McCown said Paul Kimmell with Avista said to go ahead and do it. Sharon said the mirror that is currently there is 48 inches and we should replace it with the same

size. There is a 48 inch outdoor mirror for about \$300.00 plus shipping that is acceptable. Tim Southern **MOVED** to purchase the 48 inch outdoor convex mirror for main and 4th street. David Jones seconded the motion and the motion carried unanimously.

2. Community Garden Space. Mayor McCown asked is everyone in favor of the community garden. Mayor McCown thinks town hall should send out a flyer and see if people are interested. Mayor McCown said he did find a spot that would be suitable. The town has about an acre up by the water tank with good soil and easy to get water to. There is also two buildings up there that could be used to store tools. Tim asked what the liability is for a community garden. Pullman has one and Sharon can look into the details of their restrictions and guidelines. Most gardens there look to be about 10 x12 or 10 x 20. Sharon said there will have to be some bi-laws to go with it and they will need to have a couple people in charge of it. Possibly it is a project that could be handed off to the PDA or the community association. Mark wants to make sure we clarify the liability issues Tim brought up. Sharon said she will look into that. Mayor McCown said anyone can drive up there and take a look at it. Council was in support of taking it further.
3. Surplus Old Utility Trailer. Mayor McCown asked the council if they saw the trailer across the street. It was purchased a long time ago with a recycling grant, it had a bent frame when the town got it and they had Mitzimberg straighten it out. Currently the trailer is not being used as the town bought a new one. Sharon Schnebly **MOVED** to surplus the old dual axel flatbed trailer with racks and proposes a \$1,000.00 minimum. David Jones seconded the motion and the motion carried unanimously. The trailer is rated for 8 tons. Bids will be sealed and need to be dropped at town hall before September 23rd at 4:00 pm. Winning bid to be determined at the regular council meeting on September 23rd, 2015.

Mayor McCown talked with David Nails today, the county will bring a recycle bin by the end of this next week but hopefully no later than Monday or Tuesday. Currently the town has about a truck load of recyclables to take to Spokane. There is bailed cardboard, newspaper and cans. Brad and Mark will clean recycle shed once that load has been taken to Spokane. There will be signs on the side of the container that says what is acceptable to recycle, the main thing is they don't want any plastic bags. Mayor McCown said if this becomes a problem then all the recyclables will need to first go in a pea bin and have the public works guys sort it. Tim said he is against our guys fixing other people's problems that people need to be mindful of what is acceptable. Sandra said usually people that recycle will want to do it right. Neal Leon asked has the town ever thought about requesting a larger bin for wood scrapes. Tim thinks it would end up becoming a headache to monitor. Mayor McCown said he would check with the county and see if they have anything like that.

FINANCIAL:

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

Check Register # 11994-11997 PLUS EFT DOR	Payroll: \$8,107.62
Check Register # 11998-12021	Claims: \$69,561.65 Total: \$77,669.27

Cody had Eric Hanson at Bishop Law Offices write a letter for collections to issue to water, sewer and garbage customers that are very tardy with their accounts, most of them no longer live here but left balances when they vacated. Council is fine to send out the notices and try to collect. Mark asked when the council starts to look at the next year budget. Tim said it doesn't start happening until the beginning of November. Mark would like to start thinking about it earlier this year. Cody said he would send out the first draft which is last year's budget that we can start marking up.

ADJOURNMENT: Daymon Marple **MOVED** to adjourn the meeting 8:11 PM. Sharon Schnebly seconded the motion and the motion carried unanimously.

Ray McCown, Mayor

ATTEST: _____
Cody Lord, Clerk/Treasurer