

Town of Garfield
TOWN COUNCIL REGULAR MEETING MINUTES – Preliminary Draft
February 09, 2011

CALL TO ORDER: Mayor Jarrod Pfaff called the meeting to order at 7:01 p.m.

ROLL CALL: Jarrod Pfaff, Andrew Flodin, Larry Hunt, Daymon Marple, Sharon Schnebly, and Tim Southern. Staff – Town Attorney Stephen Bishop (7:07), Public Works Superintendent Bill Bowman, Fire Chief Chris McCully, and Clerk/Treasurer Annie Pillers.

APPROVAL OF MINUTES: Larry Hunt **MOVED** the minutes of January 26, 2011, Regular Meeting be approved. Sharon Schnebly seconded the motion and the motion carried unanimously.

POLICE REPORT: Police Chief Jerry Neumann provided the January 2011 activity report. Larry Hunt asked about the park rules sign for the park, wanting to have it ready before the park opens. Chief Neumann said he was working on condensing the sign, eliminating duplication and will get a finalized price.

PUBLIC WORKS REPORT: Bill Bowman reported:

WWTP - The sludge pump has been rebuilt and is functioning. The clarifier shut off function on both clarifiers work now. It required disassembling the whole assembly. The flappers are left to get fixed still. Bill believes with the manhole inserts this will be much less of an issue. Lots of people have looked at the electrical so far and now getting to the bottom of what have to do and what can get by with and be legal.
Garbage Truck - There was a bearing out on the trash truck that was replaced. The ¾ inch impact wrench worked and made it effortless. The parts did not come in for the garbage truck to be retrofitted. The schedule now is for the truck to go in this Tuesday and be back by Friday. Once the roller carts are ordered, it will take approximately 3 weeks from them to come in. The town can put its logo on for a one-time \$350 set up fee. Mayor Pfaff said the town only needed "Town of Garfield with a 4 digit serial number. Bill was not sure if the automatic numbering might be more than 4 digits. He also noted the carts can be stacked 9 high because the wheels, etc. are not on them.

Recycle – The cardboard was getting caught up. Perry made a big hole in it today and made really good progress. Recycling will be #1 again.

Public Works Vehicles Safety Equipment – Bill said he wanted to see what council thought about the idea of a headache rack for the F150. The other truck has a strobe and mount but it's not on it. Perry will put that back on it. With the headache rack, the lights would mount on each side of the truck at the end, not in the middle and provide better visibility. Council was agreeable to this.

Palouse Basin Aquifer Committee Well Monitoring – Palouse Basin Aquifer Committee sent a letter asking to monitor the town wells, checking the aquifer. Stephen Bishop said it would be good. They are trying to get a handle on use of water and have monitoring devices in Palouse, Moscow, Pullman, and the universities. Annie Pillers noted they also wanted the water well records for 2010. Council was agreeable to the monitor device and sending the water well records.

Sewer Manhole Inserts – Bill has been trying to get a hold of the company. He hasn't talked with the lady yet. They have been exchanging voice mails. The company maybe overloaded as they were out of town for awhile and may be doing catch up.

Grader – It is runnable but must be careful with the breaks. Bill found the master rebuild kit. It also appears to be crossed threaded and won't seal up. Mayor Pfaff asked Bill to use the grader along California Street. Bill said he would do so the next day.

Hands-Free Phone Device: Bill noted he and Perry sometimes have to talk on their phones while in the vehicles and asked if the town would buy hands-free phone devices. Council approved this purchase.

OLD BUSINESS:

1. 2012 Street Levy Election Date: Mayor Pfaff talked about election dates of April 26th or August 16th for the 2012 street levy measure. He preferred the August election. Tim Southern asked if this would still

allow enough time to withdraw the ballot request for November, if the levy passed in August. Mayor Pfaff confirmed there is a window to withdraw the November resolution. Council consensus was to place the measure on the August ballot.

2. Ordinance No. 398N – 2011 Budget Amendment: Mayor Pfaff reviewed Ordinance No. 398N, confirming this authorizes transfers to the Equipment Reserve Fund, Fire Equipment Reserve Fund and Current Expense Reserve Fund using the 2010 Current Expense surplus. Tim Southern **MOVED** to adopt Ordinance No. 398N. Andrew Flodin seconded the motion and the motion carried unanimously.

NEW BUSINESS:

1. Pool Reimbursement Rate for 2011: Mayor Pfaff proposed raising the 2011 pool reimbursement rate to \$21 an hour. It had been \$13.50 an hour for up to 50 hours, with actual costs beyond 50 hours. This new figure would cover the cost of what it costs the town for Perry. He would eliminate the 50 hour stipulation. Andrew Flodin **MOVED** that the pool reimbursement rate for 2011 be \$21 an hour. Tim Southern seconded the motion and the motion carried unanimously.

2. Rural Resources: Annie Pillers reported Rural Resources had contacted the town about an individual who was available to work for the town. This is a program through Rural Resources for adults. Rural Resources would be responsible for all costs. Stephen Bishop confirmed he had read the agreement and had no concerns. He noted the agreement requires the town do reports on the workers performance, etc., and provide supervision. Annie Pillers said a job description is required and Rural Resources recommends a proper job interview and selection process. There was council consensus to sign the agreement with Rural Resources for possible temporary workers. Bill Bowman noted if this did not work out, the Coeur d'Alene tribe also offers something similar with a worker for up to 6 months.

3. Ed-Ka Manufacturing: Mayor Pfaff announced that TJ with Ed-Ka Manufacturing was buying the grocery store building. Stephen Bishop confirmed he would be storing his spare parts inventory. TJ intends to repair the back of the building and keep the store front available. There would be no change in the front of the store. It will look just like it was. Larry Hunt noted TJ planned to put some nice blinds up in the store front. Stephen Bishop said he had conferred with Annie Pillers about zoning and it appeared to be an outright use. Annie Pillers reported she had checked with the Planning Commission Chairman, Tammy Howard and she agreed.

4. Gun Club Insurance: Mayor Pfaff explained the gun club lease was found and in the lease, they need to have liability insurance. They have not yet obtained insurance. He was recommending the town draft a letter that they get the insurance by the end of the month or they end the lease. Sharon Schnebly had talked with Alan Keasal. They are trying to get insurance that covers just the building and not the property. That is their standpoint. They also want to avoid raising the gun club fees. Tim Southern said they needed insurance on ground that they use too. Larry Hunt said they need liability insurance so that if someone gets hurt on that ground, they cover it. The town should be insured against any public liability. Stephen Bishop said it was a remote stretch that the town would be liable. Daymon Marple talked about individual NRA member insurance that costs \$10 a year. Other gun clubs require all of their members to have this insurance. It was noted, however, that lots of users at the gun club are not gun club members. They are just folks that come out and shoot. It was agreed they need to get the insurance and a letter should be sent.

5. Daycare: Mayor Pfaff updated council on the daycare. He was asking for council authorization to spend \$5,000. The bids were coming in drastically higher because of prevailing wage if using .09 funds. He further noted the .09 grant will only pay 75% max of the project. Stephen Bishop said prevailing wage would be required even without .09 funds. It was noted, by code, the building needs a fire sprinkler system by code. Mayor Pfaff said they have still have two bids to come in. He wants the school to match it too. Peggy Ray will know in April if she gets the grant she applied for this January. .09 will be applied for next month. Larry Hunt was all for the \$5,000 with the stipulation that the school matches too.

6. Community Center Maintenance: Larry Hunt asked who maintains the community center. He got a call over a month ago that the toilet in the women's restroom had a leak or runs all the time. He also said they reported the lights on the eaves going down the alley to the community center door were not working or were broken out. Bill confirmed he had already repaired the toilet. He was not aware of the lights and would get them fixed.

APPROVAL OF CHECKS/4th QUARTER 2010 FINANCIAL REPORTS: Mayor Pfaff reviewed the year-end financial statements with council, noting there was a \$20,000 surplus in Current Expense. He reported that water was over and sewer was over because they had big expenditures that were extra beyond the yearly operating costs. He said the funds ended fairly decent and that the reserves are still growing. Mayor Pfaff said he would be going through the water fund and pulling the extra projects out to see how it affects the profit and loss statement. Annie Pillers noted the financial reports were preliminary as she was still working on the Annual Report and was unsure if any year-end adjustments would be needed. There were no questions of council.

Larry Hunt **MOVED** to approve the 4th Quarter 2010 Financial Reports and the following bills presented to council for payment. Tim Southern seconded the motion and the motion carried unanimously.

Check Register #9836-#9843 Payroll: \$7,316.15 Check Register #9844-#9861 Claims: \$16,852.66
TOTAL: \$24,168.81.

FIRE DEPARTMENT REPORT:

Fire Truck Classification - Fire Chief Chris McCully had talked with General Fire about a 30-year rule on fire trucks having to be pulled out of service if they don't classify anymore. He still needs to talk with Fire Chief Mike Bagott and the state. There was some question as to whether the 30-year requirement was the manufacture date or the in-service date. The city's pumper needs to classify for the insurance rating. If lose the truck classification, then lose the fire rating. Larry Hunt noted before when the department got that classification, the rate never went down. Tim Southern said the WACs would give information on the requirements. Chief McCully hoped it was just the pump that needs to be certified, noting that it is certified. He said the other truck does not classify as a pumper. It didn't come out of the factory as a pumper. He noted grants will not allow purchase of a used truck.

Insurance Grant - Chief McCully got word on the grant today and they expect to send the \$10,000 check in about 3 weeks.

Air Compressor - An Ingersoll Rand is priced at about \$470, 110 volt, either 20 or 30 gallon tank.

Building Maintenance - Chief McCully talked with Bill today about a couple of lights not working in the building.

Responses - 1 chimney fire on the south hill.

Turnouts - the department is waiting for the grant to come through. General Fire will be coming down to measure everyone.

Radios - Daymon Marple asked about the need for more radios and the change over date. Chief McCully said May 9th is the new date. He noted the department is waiting to get a few radios back from people who are no longer on the department.

ADJOURNMENT: Larry Hunt **MOVED** to adjourn the meeting at 7:43 PM. Sharon Schnebly seconded the motion and the motion carried unanimously.

Jarrold Pfaff, Mayor

ATTEST: _____
Annie Pillers, Clerk/Treasurer