

Town of Garfield
TOWN COUNCIL MEETING MINUTES
July 23, 2008

CALL TO ORDER: Mayor Jarrod Pfaff called the meeting to order at 7:00 p.m.

ROLL CALL: Jarrod Pfaff, Andrew Flodin, John Kuehner, Tim Southern, and Rob Watkins. Absent: Larry Hunt. Also present: Public Works Director Dave Ulrick; Clerk/Treasurer Annie Pillers; and Police Chief, Jerry Neumann, Officer Brian Dentler (In and Out).

GUESTS: Brian Conklin, Justin Gibbs (7:40), Randy Kriebel, Neal Leon, and Jim Wilson.

INTRODUCTION OF GUESTS:

A. Jim Wilson, Regional Environmental Manager- AK/ID/OR/WA, Rural Community Assistance Corporation (RCAC): Jim Wilson introduced himself and the services he can provide through RCAC, including a utility rate study for the town. Jim indicated he appreciated meeting with the council to get a feel for the scope of the work, the town's needs, and ensure there was support for the commitment of staff time. He talked with the council about the number of services connections, current fees, usage and peak demand, planned replacements, reserves, operations and maintenance, and future capacity. He noted the new water efficiency rule that requires systems to have a water use reduction plan in place next year. He talked about capital planning and USDA for funding options, if needed. Jim would work with the city clerk to get needed financial information to start the rate study and noted that Progressive would have a lot of information from the water system study. Mayor Pfaff asked how soon the study could be completed. Jim thought he could have it done by mid-September. He would be in contact with the council and attend a council meeting in a month or so. He was agreeable to look at water, sewer and garbage, noting USDA works on solid waste.

APPROVAL OF MINUTES: Rob Watkins **MOVED** the minutes of July 9, 2008, be approved as written. Tim Southern seconded the motion and the motion carried unanimously.

PUBLIC WORKS REPORT: Dave Ulrick reported:

1. Paving: Spokane Rock would like to pave Thursday or Friday of next week. This means the crew would need to sweep streets the first part of the week.
2. Sidewalk Project: The pre-construction meeting is scheduled for Wednesday, July 24th. Dave confirmed the trees would be remaining. The project cost-savings was estimated at \$4,000 with removal at \$3,000. Tim Southern asked about the curbs along the route. Dave noted curbs would not be the full length of the project, only where the sidewalk goes out to the street. Mayor Pfaff noted curbs provide a finished look.
3. Street Signs: Dave asked if the council wanted to pursue this \$5,000 project. Council requested that the signs be ordered for now. With time, new posts could be installed and/or fixed and straightened. Mayor Pfaff requested the signs and posts be placed according to the standard.

POLICE DEPARTMENT:

Chief Neumann provided council with the bi-monthly activity log, noting activity was slower in the last two week. He said there had been a little more traffic activity and explained two cases – one a telephone problem and the other a property complaint.

NEW BUSINESS:

A. Replace Yield Sign with Stop Sign at Park: Justin Gibbs asked the council to consider replacing the yield signs on his corner near the park with stop signs, noting that traffic does not slow down in that area and children are often playing. Dave Ulrick indicated yield signs were put in to slow people down, but that it has not worked. Mayor Pfaff agreed safety was an issue and that the yield signs should be replaced. He did note that parents, not the town, are responsible for their children. Consensus was to replace the yield signs with stops on both sides of the intersection. Dave confirmed he has just picked up 5 new stop signs. Justin left the meeting at 8:05 PM.

B. Ordinance No. 352N - adopting the property tax increase for collection in 2009 and Ordinance No. 353N - setting the regular and special levy amounts for the Budget Year 2009 : John Kuehner **MOVED** to adopt Ordinance No. 352N adopting the property tax increase for collection in 2009 and Ordinance No. 353N setting the regular and special levy amounts for the Budget Year 2009. Rob Watkins seconded the motion and the motion carried unanimously.

C. Resolution 2008-17 – November 4, 2008 ballot measure request for the 2009 Street Levy: Mayor Pfaff confirmed the proposed street levy was for \$55,000, up \$5,000 from the previous year. John Kuehner **MOVED** to adopt Resolution 2008-17 setting the November 4, 2008 ballot measure request for the 2009 Street levy. Rob Watkins seconded the motion and the motion carried unanimously.

D. Resolution 2008-18 – adopting the duty-to-serve statement for water service: Annie Pillers explained this was in response to the letter from the Department of Health regarding the water system study. Rob Watkins **MOVED** to adopt Resolution 2008-18 adopting the duty-to-serve statement for water service. John Kuehner seconded the motion and the motion carried unanimously.

E. Resolution 2008-19 – adopting revised typical road section for Hendrickson Subdivision: Neal Leon and Randy Kriebel discussed with council the street to be developed for entry and access to the first 5 lots of the Hendrickson subdivision. Mayor Pfaff explained the initial road specifications were developed by Paul Hendrickson and Archie Neal. The proposed typical road section for council consideration was developed by Terry Nab with Progressive Engineering. Both Randy and Neal felt the proposed road specifications were acceptable and would provide a better road. They did not believe the proposed standards were overkill and that the road built would hold up well. Neal said they were the best minimum standards he had seen. Randy indicated all the sod and top soil would have to come out. He talked about the need for compaction and then checking the compaction rate for the area. Randy noted he did not have a machine to check compaction. It was agreed the compaction would need to be inspected before accepted by the town and that Strata Engineering could do this. Mayor Pfaff noted the town did not want to take over a road that later was going to need to be redone. Randy asked about placement of the road. Council was clear that the engineer's drawings for the subdivision would need to be followed as designed and that the current road vertical standards already adopted by the town would have to be met. Randy noted the county wants a culvert across the road. He indicated Paul was also taking about a phone line in the area. Randy asked about access to water when he was putting in the road. Council confirmed he could have access to the hydrant outside of town hall for bulk use. Dave noted it has a meter on it and uses a 2" pipe.

Tim Southern **MOVED** to adopt Resolution 2008-19 adopting revised typical road section for Hendrickson Subdivision. Rob Watkins seconded the motion and the motion carried unanimously.

F. Water for Hendrickson Subdivision: Neal and Randy asked for clarification on the water system for subdivision. Mayor Pfaff explained the town was responsible for purchasing the first 1000 feet of pipe and installing the pipe for the entire length. The property owner, Paul Hendrickson was responsible for digging from where the town's work ended and for purchasing the balance of the pipe. He would be reimbursing the town for pipe installation. Council clarified the water line should be placed as designed by Terry Nab with Progressive Engineering and submitted to the Department of Health. They suggested Randy contact Terry directly. Randy asked about hydrants. Dave Ulrick confirmed one hydrant is going in now and that valves and flanges would be put in at the cul de sac for the addition of another hydrant later. He noted, although it was deep where the pipe was to be laid now, once the cul de sac was built it would only be 4 or 5 feet deep. He said the cul de sac should be built before the pipe was laid.

Neal Leon, Randy Kriebel, and Jim Wilson left the meeting at 7:50 pm.

APPROVAL OF WARRANTS/TREASURER'S REPORT:

1. Transition from Warrant System to Check System – Ordinance No. 354N:

Annie Pillers talked about the town converting from warrants to checks to cut down on unnecessary accounting steps and that the state auditor's office was support of this. Tim Southern **MOVED** to adopt Ordinance No. 354N authorizing the payment of claims or other obligations by check pursuant to RCW 35.27.345. Rob Watkins seconded the motion and the motion carried unanimously.

Annie further talked with council about the town's investment options for a higher yield. The bank was proposing a money market account with a higher yield for the general funds and a 15-month flexible CD for the water reserve. She noted recent conversations with the Washington State Treasurer's Office, Public Deposit Protection Commission to clarify the town's limit of risk with municipal funds. Under the Public Deposit Protection Act municipalities have a higher protection level for funds and are not limited to \$100,000, but it is not the same highest protection level as FDIC coverage. She noted participating public depositories, such as State Bank Northwest, pool the risk for municipal losses if a bank closes.

John Kuehner **MOVED** to approve the following bills presented to council for payment. Rob Watkins seconded the motion and the motion carried unanimously.
Warrant Register: #8565-8578 Claims: \$11,951.75, Payroll: \$5,000.96 TOTAL: \$16,952.71

EXECUTIVE SESSION: Rob Watkins **MOVED** the council go into Executive Session for a personnel matter for approximately 15 minutes with no further business to be conducted at the conclusion of the executive session. Tim Southern seconded the motion and the motion carried unanimously. Mayor Pfaff asked Jerry Neumann to be present for the executive session. The executive session closed at 8:26 and the open session resumed.

ADJOURNMENT: Tim Southern **MOVED** to adjourn the meeting at 8:26 p.m. Andrew Flodin seconded the motion and the motion carried unanimously.

Jarrod Pfaff, Mayor

ATTEST: _____
Annie Pillers, Clerk/Treasurer