

Town of Garfield
TOWN COUNCIL MEETING MINUTES - Draft
January 28, 2009

CALL TO ORDER: Mayor Jarrod Pfaff called the meeting to order at 6:59 p.m.

ROLL CALL: Jarrod Pfaff, Andrew Flodin, Larry Hunt, John Kuehner, and Rob Watkins. Staff - Public Works Superintendent Dave Ulrick, Police Chief Jerry Neumann, Clerk/Treasurer Annie Pillers. Absent: Tim Southern. Public: Brian Conklin and Tammy Howard.

APPROVAL OF MINUTES: Larry Hunt **MOVED** the minutes of December 22, 2008, and December 30, 2008, be approved as written. Rob Watkins seconded the motion and the motion carried unanimously.

PUBLIC WORKS:

1. Street Lights – Dave presented council with a map of the proposed street lights to leave on and to turn off. Currently the town pays for 83 lights. 38 were proposed for turn off. No lights on Highway 27 were proposed for turn off except at 1st and A Street. Additionally, no lights on the busier street corners were proposed for turn off. Larry Hunt wanted to make sure the lights proposed for turn off were okay by the police department. Dave explained Joe Merry had initially provided a list of lights not to be turned off and none of those were on this proposed list for turn off. He indicated there are some other lights in town, but they are not paid for by the town. He said there was a light at the sidewalk near the lower end of the gym that the town had been paying for but really the school should be responsible for paying that bill. He had addressed this with the school. Lights proposed for turn off downtown included across from the gas pumps, the light at Palmer's corner, the middle block at the grocery store, at Tom Tevlin's and in front of JE Love's office. Dave noted concern that some flag poles may no longer have light when the street light gets turned off. He said flag etiquette does not allow a flag to be hung after dark without being lit. This could be the case in front of the JE Love office. Annie Pillers would make calls to the folks near the lights being proposed for turn off in case there was interest in adopting a street light. The mayor had reviewed the map and was agreeable with the proposed turn offs. He asked that they be turned off by the end of next week. Annie Pillers reported that AVISTA was requiring the town sign an agreement that the town would bear the cost for replacement and repair during the shut off time and any liability. She noted Stephen Bishop had reviewed the agreement and would be following up with AVISTA to come to an equitable resolution. Rob Watkins **MOVED** that the mayor be authorized to sign an agreement with AVISTA Utilities, once approved by Stephen Bishop. Larry Hunt seconded the motion and the motion carried unanimously.

2. North Fork Palouse River Study – Dave reported meeting with the Palouse Conversation District (PCD). They have been monitoring the creek for TDMLs (total maximum daily loads). They talked with Dave about alternative measures for field drainage and creek bed area use/riparian restoration. Dave noted DOE is familiar with the status along Silver Creek and if a change is needed it will be done. The PCD was not familiar with any permits for grazing for flood control.

3. Wastewater Pump – The pump for the biocell at the wastewater plant had to be rewound this past week by Strom Electric at a cost of \$728. During Dave's inspection he discovered the thermal protection had been bypassed. Dave clarified the pump currently sitting on the shelf is not the same pump that was being rewound. He further noted the influent pumps run the most and therefore require the most rebuilds – roughly every 4 years, depending upon the number of rags that end up in the system. A new pump would cost roughly \$3,500 and would have the same problem of overheating if a rag was placed in the system. The cost to have a pump rewind is les

expensive. Dave indicated the treatment plant is in good shape but the electronics are outdated and were so when initially installed. He noted when the pumps were selected for the plant, they were variable speed but in reality they never needed to be variable speed. He noted the pump with the biocell arms will need to be replaced.

4. Tree out of Park – with the snow finally melting away, the tree that fell down earlier this winter has now been removed. The brush and debris was picked up too.

5. Removal of Old Restrooms at Park – Mayor Pfaff asked that the old restroom building at the park come down this spring. After some discussion it was agreed removal should start after May Days, allowing for the ground to harden up a bit, reducing the potential for ruts in the grass due to heavy equipment. The mayor confirmed the bushes around the structure should come out as well.

POLICE DEPARTMENT:

Police Chief Jerry Neumann provided council with the monthly activity time log. He reconfirmed, once a month the council gets a written report. This handwritten activity log accounts for time and service in town. Chief Neumann complimented Brian and Joe for a good job of helping out with the copious amounts of snow at town hall. He noted the new police vehicle is now ready. The vehicle was purchased at Bagott Motors in Palouse, the graphics installed by Cutting Edge Signs in Moscow, and other equipment in the vehicle installed by the police department over the course of the last month. Jerry noted the vehicle has an option similar to Positraction, which includes a button to turn on and off this feature. It was noted this on and off feature can reduce the wear on the back tires when speed is required. It was confirmed the State Bank Northwest alarm company was able to find the problem (lose wire) in the bank's alarm system, stopping the false alarms.

NEW BUSINESS:

1. Resolution 2009-01 Public Records Officer: Mayor Pfaff read Resolution 2009-01 designating a Public Records Officer for the Town of Garfield, determining availability, and setting copying charges. John Kuehner **MOVED** to adopt Resolution No. 2009-01 designating a Public Records Officer for the Town of Garfield, determining availability, and setting copying charges. Larry Hunt seconded the motion and the motion carried unanimously.

2. Utility Fee Standby Rate: John Kuehner asked about the utility standby rate. Annie Pillers explained after further discussion with Stephen Bishop, it did not appear useful. The town's disconnect/reconnect fee for utilities is \$20. The standby rate of one half of the current utilities would be roughly \$43 with no services allowed. It was agreed this option was not viable and would be dropped from consideration.

3. Street Levy Election 2009: Mayor Pfaff talked about running the 2010 Street Levy earlier in the year, this spring. John Kuehner asked when the school levy would be on the ballot. Mayor Pfaff confirmed he spoke with Zane Wells from the school, and assured him that the town levy would not be on the ballot at the same time as the school levy. Council agreed to put the 2010 Street Levy on the April 28, 2009 ballot, understanding if passed, no funds would be received until 2010.

4. Resolution 2009-02 Adoption of 2009 Water System Plan: Mayor Pfaff read Resolution 2009-02 adopting the January 2009 Water System Plan. Andrew Flodin **MOVED** to adopt Resolution No. 2009-02 adopting the January 2009 Water System Plan. Rob Watkins seconded the motion and the motion carried unanimously.

5. Resolution 2009-03 Addendum to Original Wireless Communication Facility Agreement: Mayor Pfaff read Resolution 2009-03 an Addendum to the Original Wireless Communication Facility Agreement dated June 2004 between the Town of Garfield and First Step Internet, LLC for use of the town's water tower. He explained the current agreement with First Step expires this year. This addendum extends the contract as well as provides free wireless service to the fire station. Until

now the fire department has been paying for dial up service. Larry Hunt **MOVED** to adopt Resolution No. 2009-03 authorizing the Mayor to execute an Addendum to the Original Wireless Communication Facility Agreement dated June 2004 between the Town of Garfield and First Step Internet, LLC for use of the town's water tower. John Kuehner seconded the motion and the motion carried unanimously.

6. Resolution 2009-04 Establishing Procedures for Development of a Professional Services

Roster: Mayor Pfaff read Resolution 2009-04 establishing procedures relating to the development of the Town's Professional Services Roster for public works projects. It was explained this resolution allows the town to continue using Whitman County's Professional Services Roster for projects that require architects and engineers. Rob Watkins **MOVED** to adopt Resolution No. 2009-04 establishing procedures relating to the development of the Town's Professional Services Roster for public works projects by use of Whitman County's Professional Services Roster. Andrew Flodin seconded the motion and the motion carried unanimously.

7. Palouse Hills Lawn Care/Ditch Maintenance Proposal for 2009: Larry Hunt discussed the lawn care proposal with the council. He noted last year he pre-bought fertilizer and that fertilizer is not as high this year as last year. He noted lawn care maintenance has a \$300 increase from last year due to product cost increases. With tax, lawn care would be \$2,856.70. Ditch maintenance would bring the cost to roughly \$3,200 - \$3,500 annually. Rob Watkins **MOVED** to accept the 2009 Palouse Hills Lawn & Shrub proposal of \$3,200 for lawn care/ditch maintenance. John Kuehner seconded the motion and the motion carried unanimously.

8. Town/Rural Fire District Operational Agreement: It was agreed this document would be reviewed prior to the next council meeting and then submitted to council for adoption.

9. Posting of Town Notices: Larry Hunt suggested the town consider either using a bright colored paper or a specific posting site at the Post Office for notices to the community. It was confirmed the town is now using a bright neon green paper for notices. Annie Pillers will follow up with the postmaster about a specific location for a town bulletin board.

APPROVAL OF CHECKS

Andrew Flodin **MOVED** to approve the following bills presented to council for payment. Larry Hunt seconded the motion and the motion carried unanimously.

2008 Check Registers:

Check Register: #8873. Claims: \$0, Payroll: \$59.25 TOTAL: \$59.25 (Reissue of check #8822 previously approved by council 12/10/08.

Check Register #8882-#8895. Claims: \$12,496.12, Payroll: \$0 TOTAL: \$12,496.12

2009 Check Registers:

Check Register #8874-#8881. Claims: \$0, Payroll: \$5,575.87 TOTAL: \$5,575.87

Check Register #8896-#8897. Claims: \$123, Payroll: \$0 TOTAL: \$123

Check Register #8898-#8902. Claims: \$0, Payroll: \$4,863.02

Check Register #8903-#8913. Claims: \$40,439.06, Payroll: \$430.55 TOTAL: \$40,869.61

ADJOURNMENT: Larry Hunt **MOVED** to adjourn the meeting at 7:46 p.m. Andrew Flodin seconded the motion and the motion carried unanimously.

Jarrod Pfaff, Mayor

ATTEST: _____
Annie Pillers, Clerk/Treasurer