

Town of Garfield
TOWN COUNCIL MEETING MINUTES – Final Draft
April 22, 2009

CALL TO ORDER: Mayor Jarrod Pfaff called the meeting to order at 7:05 p.m.

ROLL CALL: Jarrod Pfaff, Larry Hunt, Tim Southern, and Rob Watkins. Staff - Public Works Assistant Perry Brown, Police Chief Jerry Neumann, Clerk/Treasurer Annie Pillers. Absent: Andrew Flodin and John Kuehner.

Guests: Brian Conklin.

APPROVAL OF MINUTES: Tim Southern **MOVED** the minutes of April 8, 2009, be approved as written. Rob Watkins seconded the motion and the motion carried unanimously. Mayor Pfaff asked the council if it worked getting the draft minutes sent to them when he got them. Council said this was working fine. The mayor further explained Larry felt the minutes from the council meeting with Mike Boller did not have enough detail, so council is getting the minutes early. It was reconfirmed the minutes are only draft minutes until approved by council at the next. Larry noted Annie tries to get the minutes out Thursday or Friday and time is of the essence for review because the newspaper needs them by Monday.

PUBLIC WORKS: Perry Brown reported:

1. Reservoir Overflow Meter – Not yet completed. Perry will call the technician.
2. 2"Water Meter School & Meat Market – They are not done yet. The school meter is in and Perry thinks they have the part they need to fix Tom's meter.
3. Garbage/Clean Up Day - Perry has been busy. Last week there were 7 truckloads of garbage.
4. Dave's Status - He can't drive for 4 weeks. He came in yesterday but not today.
5. Repairs – Perry fixed a water leak at Chad Hawkins. He has a leak to fix at the Methodist Church and hopes to do this tomorrow. There is a valve in the street that he shut off so the leak has stopped and water is not being wasted. The hot water heater was shut off and Jim Storms knows the town is short-handed and will fix soon. There is also a leak at Beth Anderson's. It is very small and likely the nipple between the two valves that goes to the riser needs to be replaced.
6. Recent Activity – reading water meters for the first time this season, doing garbage and finishing up town clean-up, and busy with water and wastewater while Dave is gone.
7. Winter Meter Reads – Mayor Pfaff discussed a few of the winter overage water bills that appear higher than normal. He asked about changing water meters in town. The state suggests 10% of the water meters be replaced every year. Perry confirmed every meter they have an issue with they no longer fix, they replace it. If it is an old 5/8's meter they just replace it, it's not worth it to fix. The mayor asked about the recent cost of the 2" meter – roughly \$200. Perry said the town has very few 2" meters and more 3/4" or 1" meters which are less expensive. Perry confirmed a water leak over the winter at Dean Walker's and at Bob Richards'. The mayor asked about McCown's rental. Annie confirmed she would be going over the meter reads with Perry to catch any problems. Perry noted even with a simple toilet leak, like with the flipper, the water usage can add up quickly. He said if it's on the homeowner's side, the town doesn't always know. Further, he noted it's hard to read some meters with dirt, mud, etc. The mayor was clear he did not want that excuse and said if there's a problem with a meter, a question at all, just replace it. Larry Hunt asked if there was anything to test the meter. Perry said the town could not afford a calibration meter.
8. Compost Pile - Tim Southern offered to help with compost pile. Perry said once he gets the other meters read and gets the two water leaks taken care of he will be caught up. He will try to do the compost pile tomorrow.
9. Part-time Help – Perry confirmed Mike Bridge was scheduled to help with garbage on Monday.
10. Street Sweeping – Rob Watkins asked about street sweeping. Perry said he was just waiting for it to rain but even if it had rained recently he would not have had time to sweep the streets. The

mayor asked about parts repaired on the sweeper. Perry confirmed he did not replace any parts that were not needed and did not order any.

POLICE DEPARTMENT:

Mayor Pfaff asked Chief Neumann why he did not find out about the 3% raise in the contract until he read the minutes from Palouse. Jerry said the contract was fine for this year. He explained the 3% raise was for cost increases to the department such as the 3% raises for all 3 officers. He said the contract would not increase for a year, probably effective January 1st. Chief Neumann said nothing would kick-in for January 2010. It would kick-in May 1st 2010. Mayor Pfaff said the minutes stated a 3% increase 1/1/2010. Chief Neumann explained this was before the personnel committee met. He further clarified the raise of 3% would take effect May 1st 2010. Tim Southern said that this year would then be at \$66,000. Chief Neumann confirmed the contract would go for another whole year at \$66,000. \$66,000 until May 2010. The mayor and Tim Southern talked about getting the contract on a calendar basis January through December for budgeting purposes. Mayor Pfaff said Palouse would then be asking for an additional \$1,900 in 2010. He noted the current contract was signed in 2008. Chief Neumann agreed and said this initial contract expires at the end of the month. He said the council - personnel committee, authorized Mayor Echanove to sign an agreement with Garfield.

Larry Hunt asked Jerry if anyone from Garfield was able to attend the meeting when he called. Jerry said no. Mayor Pfaff said he needs more time before the meeting. Larry apologized, with his work schedule that day, he could not attend. Tim Southern said he was not available that day either. Mayor Pfaff reconfirmed the proposal would be to stay at \$66,000 until May 2010. Tim Southern agreed staying at \$66,000 but suggested renegotiating the contract to January 1st so that the contract would be in one budget year. Larry Hunt agreed, saying we needed to do it some time. He thought perhaps getting this contract renewed and then catching up the six months or perhaps having a 1-1/2 year contract. Mayor Pfaff was concerned about tacking on a 3% increase. Chief Neumann indicated it was May to May. Larry Hunt suggested a long contract for 2010 to get on an annual contract. Mayor Pfaff mentioned a one year contract till May 2010 or a 1-1/2 year contract with the 3% increase not starting until May 1, 2010 for the balance of the year. Chief Neumann said he was crystal clear on this.

Larry Hunt **MOVED** to authorize the mayor to sign a renewal of the police services agreement with the City of Palouse for 1 year or up to 1 year 8 months. Tim Southern seconded the motion and the motion carried unanimously.

Chief Neumann said he was still working with the Humane Society for a dog housing contract that would not cost Garfield. He said the contract with the Humane Society is also due in May. He hopes to lock in about a \$200 increase to the Palouse contract as a cost of doing business. He said it's easier for the Police Department to have this option for a place to take dogs. Without a contract, Garfield's option now is to keep the dogs 3 or 4 days and then get euthanized. The contract guarantees a kennel. He said Pullman and Palouse have a guaranteed kennel.

Chief Neumann gave kudos to Officer Joe Merry for the good job he did with the youngsters who spray painted the gazebo and picnic tables. They were caught in the process. The next day they had a work party with their parents to clean it up. It was thought the paint they used was found at the construction site at the mobile home park.

Chief Neumann noted the officer schedule for May Day is all set. They will have one extra officer for that evening as things are spread out. There will be 2 on during the day and 2 on at night.

Larry Hunt and Perry Brown both confirmed meeting with the weigh master when he was in town earlier in the day.

OLD BUSINESS:

I&I Leak Detection Equipment: Mayor Pfaff confirmed the bids for the Ridgid Camera Monitor had been received from Rosalia. The bids were as follows for the Ridgid RI23868 monitor, DVD and reel: Edge Construction Supply - \$9,870 plus tax; ToolUp - \$10,671.49 plus tax; Tools Direct - \$10,662.87 plus tax. Perry Brown asked about the free item originally quoted. Mayor Pfaff thought this was also included. It was clarified the cost of this camera would be split one-half Garfield and one-half Rosalia. Tim Southern **MOVED** to accept the bid from Edge Construction Supply for the Ridgid RI23868 camera. Larry Hunt seconded the motion and the motion carried unanimously.

Public Works Trust Fund Loan Application – I&I Planning: Mayor Pfaff outlined the option of getting a 0% loan with a 6-year payback schedule through the Public Works Trust Fund (PWTF) for the town's I&I problem. He said originally Keltic Engineering had estimated the cost at \$2 a foot but one of the contractors said it would be closer to .65 cents a foot. Dave had estimated approximately 20,000 linear feet of line in town. A contractor would scan the pipes for I&I problems. The mayor further noted, when he met with the Public Works Trust Board representatives, they told him when it comes to applying for grants, it looks way better to have had an outside company say the town has a problem rather than the town saying it has a problem. He said the smoke test would be free, other than paying for the smoke. Larry Hunt asked if it was too late this year. The mayor said they would likely do the work in November. He suggested applying for the loan and if gets okayed for \$15,000 then go out to bid. The loan application would have the project starting in November and finishing in March. He said the project repayment would be roughly \$208 a month or \$2,500 a year. Tim Southern indicated he was not sure about doing this. He understood why the town would want to do this, using an outside company if applying for grants later, but if the town buys its own camera, why not do it ourselves. He asked if the town expected to find major leaks. Mayor Pfaff said it would depend upon where the problems were found, under sidewalks, etc. If there was a problem along the shoulder of California this would be easy for the town to do. Tim further asked if the town pays for a camera, why can't it be done ourselves. Larry Hunt said he looked at it that the pressure is on for the town to find these leaks, to investigate and look at. He felt if push comes to shove, the town was going to be made to do it. He said Perry and Dave have other stuff that they have to do and the 0% loan was good. Mayor Pfaff clarified the 0% loan was the only reason he was looking at it. He said even at \$15,000 we could save with what is being putting away in reserve every year. Larry Hunt agreed with a professional company with a written report, it would show better. Mayor Pfaff said the town could come up with a 10-year plan.

Larry Hunt asked Perry about doing the smoke test before November and if the smoke test showed the town was in good shape, not needing to do the camera work. Perry explained these tests show different things. The smoke test tests for infiltration from roof drains while the camera work will show the seams of the pipes and where the water is coming in from around the pipes. The smoke test won't show the joints of the old clay lines and what is hooked in that shouldn't be.

Mayor Pfaff suggested, like the town did with the recycle center paving bid, the town have 2 or 3 alternatives on the bid request for 5,000 feet or 10,000 feet. He was not sure if the town would need to go more than that as 10,000 feet would be half the town in one year. Larry Hunt agreed stating the town could then look at what it can afford to do. He suggested finding out if going up to 15,000 feet would be a big break in price.

Larry Hunt **MOVED** to authorize the mayor to sign the Public Works Trust Fund Loan Application for up to \$15,000 for I&I Planning. Tim Southern seconded the motion and the motion carried unanimously.

NEW BUSINESS:

1. **Resolution 2009-10: Canceling Lost Check #8940 – Action Medical.** It was clarified Action

Medical provides the first aid kit supplies. Larry Hunt **MOVED** to adopt Resolution 2009-10 canceling lost check #8940 to Action Medical. Rob Watkins seconded the motion and the motion carried unanimously. Annie Pillers explained the check was never received by Action, returned to the town nor cashed, it was lost. She would reissue a new check to them.

2. Cable TV Franchise Agreement: Mayor Pfaff went over the recent letter from Elk River TV Cable Company requesting no franchise fees anymore. The mayor noted the agreement with Elk River expired last June. The mayor was split on the idea. He doesn't think much has been done to improve services. He noted the fees were not a lot of money for the town, maybe \$1,200 a year. He said Stephen Bishop was okay with renewing the agreement with no fees. Larry Hunt agreed with the mayor and did not see the benefit. Tim Southern could care less either way. He said what does it matter if there is no agreement, you can't collect franchise fees any way and shouldn't collect them.

Council consensus was to ask Stephen Bishop to draft up an extension to the franchise agreement, keeping the fees as is. Council talked about cable in general and if the current carrier left, would any one else come to town. Larry Hunt said cable was a thing of the past. It's all going to Satellite. Perry Brown did not think another carrier would come to town and they would have to be dirt cheap to make someone pull out of Dish. Brian Conklin said the only advantage of cable would be if you could get high speed internet. He said the best you can get with First Step is 2 mg, while Comcast would be 8 mg. He said if Verizon upgraded the phone switch the town could get DSL here, but currently there is a 1964 model switch.

APPROVAL OF CHECKS/1st QUARTER 2009 FINANCIALS/ADJUSTMENT REGISTER:

Mayor Pfaff noted the 1st Quarter 2009 Financials show most of the expenditure line items at 25% of budget. It was agreed the financial report and adjustment register would be addressed at the next council meeting, after Finance Chairman Larry Hunt reviewed them and met with the clerk.

Tim Southern **MOVED** to approve the following bills presented to council for payment. Rob Watkins seconded the motion and the motion carried unanimously.
Check Register #9009-#9022. Claims: \$9,472.74, Payroll: \$5,413.84. TOTAL: \$14,886.58.
Voided: #8940 \$53.47.

ADJOURNMENT: Tim Southern **MOVED** to adjourn the meeting at 7:52 p.m. Rob Watkins seconded the motion and the motion carried unanimously.

Jarrold Pfaff, Mayor

ATTEST: _____
Annie Pillers, Clerk/Treasurer