

**Town of Garfield**  
**PUBLIC HEARING AND TOWN COUNCIL MEETING MINUTES – Final Draft**  
**June 24, 2009**

**CALL TO ORDER:** Mayor Jarrod Pfaff called the meeting to order at 7:09 p.m.

**ROLL CALL:** Jarrod Pfaff, Andrew Flodin, Larry Hunt, John Kuehner, Tim Southern, and Rob Watkins. Staff - Public Works Superintendent Dave Ulrick, Stephen Bishop, City Attorney, Fire Chief Brian Conklin, Police Officer Brian Dentler, Clerk/Treasurer Annie Pillers. Guest: Marilyn Jones.

**INTRODUCTION OF GUESTS:** Marilyn Jones gave an update on the upcoming Family Fun Day in Garfield in conjunction with the Mary Jane Butters Farm Girl Tour. Billie Byrne has agreed to display her buggy and stagecoach but Marilyn does not have confirmation on farm equipment for a display that day. She asked for council assistance with this. The name of Quinton Hellinger was suggested as a possible source for farm equipment. The Mayor agreed to contact Rusty Jamison. Marilyn confirmed she had spoken with John Love and his lot would be empty and available that day. Marilyn asked about blocking off California Street for the farm equipment display. Council was agreeable to this street closure if necessary, but suggested rather than completely closing the street and limiting access for drivers to the restaurant, etc., the farm equipment be displayed on the south side of the street next to the sidewalk and the JE Love lot be used to unload the equipment. The suggested was to block off the south side parking area starting that Friday evening after the bank and JE Love closed.

Brief discussion was held about the recent placement of the yellow caution barriers around the bar-b-que at the restaurant. Marilyn felt the yellow barriers were tacky. The Mayor explained he had spoken with Daymon and Daymon was agreeable to exchanging the yellow barriers in Garfield with the green barriers from Palouse. He further explained Daymon thought yellow at night would show up drastically better. Larry Hunt was not opposed to the yellow color and felt the PDA should deal with this, not the council. He felt this discussion was ridiculous and the council should not waste another minute on this. He agreed that Daymon's reason for choosing yellow was good. Rob Watkins and Tim Southern agreed with this.

**APPROVAL OF MINUTES:** Andrew Flodin **MOVED** the minutes of June 10, 2009, be approved as written. Rob Watkins seconded the motion and the motion carried unanimously.

**PUBLIC WORKS:**

**1. Reservoir Overflow Meter** – Dave Ulrick explained an overflow meter doesn't sound possible. Neither meter company has a meter for that type of situation. Meters are set up for a full pipe flow and do not read partial flows accurately. The mayor asked about the margin of error on a partial flow. Dave said most full flow meters have a plus or minus 2%. The mayor asked him to call the company and get the margin of error. If it was 30%-50% then the flow could be calculated. Dave noted a 2 inch meter was approximately \$700. Dave noted the new transducer sent is reading backwards. He can send that one back but he needs to do a couple of tests first. He will try to do those tests tomorrow.

**2. 2" Water Meter – School and Meat Market:** The 2" meter at the school was installed today. The part sent to repair the Meat Market meter was the wrong part. It just needs a divider plate. Dave will look at it again tomorrow. He has taken it apart and put it back in but something doesn't click, it may be upside down and backwards. The mayor asked the difference in cost between his idea of a new meter and Dave's idea of replacing parts. Dave estimated his time so far at about 2 hours (\$46) and a new meter would cost at \$700. He indicated the new 2" meters are 17 inches long and he would have to cut the sidewalk. It will take two days to change the meter. He re-confirmed the new 2" meters are now a standard 17 inches in length. He has not found a shorter length. The mayor

asked Dave to look into getting a 2" meter that is less than 17 inches in length.

**3. Public Works Computer:** The mayor talked about getting a computer for the Public Works Department for internet use for researching purchases, etc. Dave suggested bringing the old town hall computer back from the sewer plant. Both the mayor and Brian Conklin agreed a computer more than 3 years old would not be useful.

Marilyn Jones left the meeting at 7:20 pm.

**4. Public Works Assistant Training** - Larry Hunt talked about the council's recent request that Perry get his sewer license. He said talking with Perry, he has a 3-year point system for his licensing and he will max out his points this year. If he could wait until the first of the year in 2010, all those points would go to his next three year training cycle. Larry Hunt noted this way he will take less time away from the town and the training could count for next year. Dave said he understood the council's direction to mean Perry should take the training at his first opportunity. Dave felt the first of the year was the best opportunity.

### **NEW BUSINESS:**

**1. Fire Chief Salary:** Mayor Pfaff confirmed Brian Conklin is the now the Fire Chief. He proposed raising his salary in hopes he stays in the position. He said the current salary is \$600 a year and that he was proposing doubling it to \$1,200 a year. He said the \$600 increase would not affect the budget. It was clarified this was the town's portion only. Larry Hunt asked if anyone had talked to the Rural Commissioners yet. The Mayor said they were not decided on this issue yet. Further, the mayor noted this raise would make the fire chief's wage greater than the mayor council and that he was okay with this. Larry Hunt said the \$100 a month would not just be \$50 a meeting, but for the time in between. The chief has more work and more responsibility. Council supported raising the fire chief's salary and also supported the idea of the commissioners raising the salary too. Tim Southern asked when the next Rural Fire District Commissioners meeting was scheduled. Brian Conklin did not know when the next meeting was but he would let the council know. There was discussion about council attending the next commissioners meeting or contacting the commissioners indicating support of the salary increase. Tim Southern **MOVED** to raise the Fire Chief's salary by \$600 a year, adopting Resolution 2009-12 setting the Fire Chief's salary at \$100 a month. Andrew Flodin seconded the motion and the motion carried unanimously.

**PUBLIC HEARING - 2010-2015 Six-Year Street Plan:** Mayor Pfaff opened the 2010-2015 Six-Year Street Plan Public Hearing at 7:26 pm. He noted the overlay projects were listed first as he thought the town could apply for grants next year because of a 2-year grant cycle. Rob Watkins asked about the Jefferson Street project. Dave confirmed Jefferson goes towards Elberton, while Cleveland Street is at the top of 3<sup>rd</sup> Street. Dave also noted the listing for Spokane Street and 10<sup>th</sup> Street had been switched this year. He recommended doing Spokane Street first and then 10<sup>th</sup> Street. There was a question about the SR 27 (4<sup>th</sup> Street) project. The Mayor explained this is for sidewalks and curbs –the grand boulevard project. Mayor Pfaff closed the public hearing at 7:29 pm.

**Resolution 2009-11 – Adopting 6-Year Street Plan:** Tim Southern **MOVED** to adopt the 2010-2015 Six-Year Street Improvement Plan as presented. Larry Hunt seconded the motion and the motion carried unanimously. Larry Hunt left the meeting.

### **POLICE DEPARTMENT:**

Police Officer Brian Dentler provided council with the monthly activity log and addressed calls since the last council meeting. He noted after the last meeting things were quiet, until last week when things got very busy. The department received complaints for unsupervised kids along Highway 27 and California Street. Brian indicated after the 4<sup>th</sup> complaint, the case goes to CPS and that the department has no option after the 4<sup>th</sup> complaint. Mayor Pfaff talked about his philosophy that the Police Department doesn't need to be a baby sitter. Rather than contacting CPS, he was in favor of

handling matters in-house. Stephen Bishop said the department had handled the matter correctly, especially because of the potential risk due to the location. The department responds and then leaves it in the hands of CPS. Officer Dentler said he tries to work with parents first and tell them the steps involved, and that the Police Department's response is done on a case-by-case basis. Mayor Pfaff said he did believe the department had responded appropriately.

Officer Dentler reported he and Officer Merry had some refresher pistol training. He noted a couple of juvenile problems with a local boy who they have dealt with a lot. The mayor asked Officer Dentler about any long-term strategies for this boy. Officer Dentler said they were working on some ideas. It was suggested finding a job in town that would be a deterrent.

The department just finished a case this week that involved an employee stealing gas. The person was arrested and charged with 2 felony counts. The department's involvement was over a 2 week long process, setting up a surveillance camera. Last Friday the department had probable cause but rather than rush, took their time to do it right. Officer Merry applied for a search warrant which wasn't needed after all as the subject provided the information needed without it. Council commended the department for their good work.

### **PUBLIC WORKS - Continued:**

**5. Weed Control** – Mayor Pfaff asked about the weeds being sprayed on the gravel across from town hall. Dave confirmed they had been sprayed and were dieing. The mayor talked about doing the edges around town. Dave said when spraying occurs they get calls from neighbors asking them not to spray there. The mayor asked Stephen Bishop about the liability of spraying. He noted as long as Dave has is applicator's license it is okay. Dave confirmed neither he nor Perry had their license. Stephen Bishop said they really should and that in the other town's the public works crew has their applicator's license. He further said, if they have their license, there is no huge liability but they need to be careful about what to spray. If the spraying is hired out, it costs quite a bit more. The contractor's insurance would protect the town, but ultimately the town is on the hook. The mayor asked if the reduced liability was worth the additional money for the contractor. Council talked with Dave about both he and Perry getting their applicator's license. They can either take the class or read the books and take the test on line. It was noted the class is offered at WSU either in January or maybe April. The class is also offered at the CETC building in Colfax. The class is two days long with the test the second half of the second day. Tim Southern suggested they get the books, study up and take the test as soon as they can. The Mayor suggested Dave get his first and then Perry. Stephen Bishop suggested using round up to spray weeds as it has no residual. Council talked about a variety of weed killers, including their pros and cons and residual, from Curtail, Glean and non-grass herbicides. It was noted the private applicator's license requires 20 training credits every 5 years while the public applicator's licenses required 40 training credits. WSU offers 6 credits each year. McGregor's also offers training credits too.

### **OLD BUSINESS:**

**1. Park Gazebo:** Council asked about the new park gazebo. Brian Conklin indicated he was waiting for the old bathrooms to come down first. Dave asked about the old bathrooms coming down before the 4<sup>th</sup> of July and the mayor said that would be fine. Dave noted they had access to some free labor through community service. The mayor asked about the sprinkler system. Dave said he had spoken with Brian about this and the plan was to have either a trap door or to put in an access along the side of the gazebo for sprinkler control access. Brian estimated the gazebo would be approximately 30 inches off the ground with 2 to 3 steps with a 10 inch rise. He has not yet priced the materials but the current budget is approximately \$3,300. He said the gazebo would be a 16 foot diameter octagon. If the budget would allow, he hoped to put on a metal roof and never have to deal with it again. Reaney Park in Pullman has an 18 foot diameter gazebo that is huge, and that is almost exactly what we need. Brian confirmed it will be staked out when the bathrooms

are done. He noted there is already power at the spot so everything we need is already there.

**NEW BUSINESS (Continued):**

**2. CDBG Recovery Grant:** Council was updated on the 2<sup>nd</sup> Street Water Line project. Right now it appears Garfield will be awarded the grant. The project is estimated at \$138,150 with grant funds of \$118,150 and town funds of \$20,000. Official grant approval is to come next week. Council was agreeable to the \$20,000 match and moving forward with the grant. After having reviewed the statements of qualifications submitted, Mayor Pfaff was suggesting selecting Keltic Engineering Services. He had not heard anything else from council. Both Andrew Flodin and Tim Southern had reviewed the statements of qualifications and agreed with the selection of Keltic Engineering. Council consensus was to use Keltic Engineering Services. Annie Pillers explained by developing a roster for professional services the council was free to use different engineering firms based upon their experience for projects that came before the town rather than just one firm. A contract for engineering services would be presented at the next council meeting for approval. Annie Pillers noted as part of the CDBG-R grant, the town needed to designate an Environmental Review Officer. The council appointed Annie Pillers as the town’s Environmental Review Officer.

**FIRE DEPARTMENT:**

Fire Chief Brian Conklin addressed council. He talked about working on the trucks. Recently he had spoken with Annie about purchasing things needed for the department. Getting a city credit card was proposed. Tim Southern said no as purchases should go through the commissioners. Mayor Pfaff agreed with the idea of a credit card for purchasing supplies. The \$250 purchase limited was noted. Dave Ulrick said this was true, except for big items for repair that could not wait 2 weeks for approval. John Kuehner asked about the credit card procedure. Annie Pillers explained each employee has a credit card with a maximum limit of \$1,200 per card. Previously each employee had a card with a combined limit of \$3,500. When the new cards were issued a maximum limit of \$1,200 per card was established for security reasons. Annie explained the new system allows better accounting of expenditures and was reviewed with Larry Hunt. John Kuehner **MOVED** to authorize a credit card for the Fire Chief. Rob Watkins seconded the motion and the motion carried unanimously. Tim Southern talked about the county paying their share. Brian noted the fire district pays for all the fuel and all repairs. Brain noted he plans to be at every single commissioners meeting.

**APPROVAL OF CHECKS:**

Rob Watkins **MOVED** to approve the following bills presented to council for payment. Tim Southern seconded the motion and the motion carried unanimously.  
Check Register #9075-#9086. Claims: \$6,534.48, Payroll: \$6,062.38. TOTAL: \$12,596.86.

**ADJOURNMENT:** Andrew Flodin **MOVED** to adjourn the meeting at 8:15 p.m. Tim Southern seconded the motion and the motion carried unanimously.

\_\_\_\_\_  
Jarrod Pfaff, Mayor

ATTEST: \_\_\_\_\_  
Annie Pillers, Clerk/Treasurer