

**Town of Garfield**  
**TOWN COUNCIL MEETING MINUTES – Final Draft**  
**January 13, 2010**

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

**OATH OF OFFICE:** The following officials took their oath of office:  
Andrew Flodin Council Position No. 2; Daymon Marple Council Position No. 5; Jarrod Pfaff Mayor.

**ROLL CALL:** Jarrod Pfaff, Andrew Flodin, Larry Hunt, Daymon Marple, Tim Southern and Rob Watkins.  
Staff – Public Works Superintendent David Ulrick, Police Chief Jerry Neumann, Police Officer Joe Merry, Clerk/Treasurer Annie Pillers. Guests: Brian Harmon, Julie Hartford and Carol MacPherson.

**APPROVAL OF MINUTES:** Larry Hunt **MOVED** the minutes of December 21, 2009, be approved as written. Andrew Flodin seconded the motion and the motion carried. Abstention: Daymon Marple.

**VEHICLE ABATEMENT HEARING:** Mayor Pfaff opened the hearing at 7:01 pm. Mr. Harmon relayed that his vehicles were running. He said all of his vehicles had been tagged. He noted the Porsche didn't belong to him and that he inherited the Chevy pick up from his dad. It had sentimental value for him. He further noted he had gotten rid of several vehicles including the van and white Probe. The Porsche would be gone soon. Tim Southern noted the council was not making it personal, but rather they had an ordinance with standards. Officer Merry asked Mr. Harmon when it would be a good time to meet for an inspection. Mr. Harmon agreed to meet with Officer Merry at 3 pm tomorrow afternoon (Wednesday). Chief Neumann addressed Carol MacPherson, noting as property owner some of the liability comes back on to her. Carol spoke to Brian and said that she, her brother and mother had talked to him about his vehicles. Brian confirmed he was removing the vehicles and would be moving out of the area and that the area would be cleaned up when he moves out. Brian Harmon and Julie Hartford left the meeting at 7:06 pm.

Larry Hunt talked about requirements for a valid license, insurance, properly working equipment, etc., needing to be road legal. Officer Merry said he could add this paragraph to the letter and articulate the requirements. Chief Neumann reconfirmed if a vehicle meets 3 of the criteria it is considered a junk vehicle, but if less than 3 criteria are met, it is not a junk vehicle. Larry Hunt said it was a catch 22 and he would not want to consider any changes in the ordinance being in the middle of enforcement. Chief Neumann talked about being licensed to be road legal. Larry Hunt said they would not really be road ready if not insured. It was confirmed they need to be licensed and insured to be road legal for Washington State. Larry asked if this was being verbalized to the owners. He felt strongly the vehicles owners needed to be aware of the terminology and that the wording can be vague. Officer Merry confirmed the department is now meeting with the owners first and going over the vehicles. That should eliminate hearings. If nothing is done within a reasonable timeframe, they can then go in and start the abatement process.

**POLICE DEPARTMENT:**

Chief of Police Jerry Neumann provided council with the December 2009 Garfield Activity Log, noting everything is fine and it's a positive new year. Carol MacPherson left the meeting at 7:15 pm.

**PUBLIC WORKS:** David Ulrick updated council on the following:

**1. Water Tank Inspection:** Time to revisit the decision on inspecting the water tank. This should be done every 5 years and it has been since 2004. The council has talked about this for 3 years for now. Dave had not checked prices until the council discussed it. He thought the price could range from \$1,500 to \$2,000 depending if other communities were doing so at the same time. Mayor Pfaff said if others in the area were doing it, the town should too.

**2. WWTP Pump:** One of the pumps was taken to Strom for repair work. This is the first time this pump has been out of the hole. It was purchased in 1995.

3. Christmas Decorations: The Christmas decorations were taken down today.

4. Recycle Area: The work area around the Recycle Center has been cleaned up so it doesn't look as messy.

5. Chipper: Council discussed the chipper program for the town. Dave reported the cost to use the county chipper will be \$50 to \$55 an hour depending up the person coming with the chipper. This is just the cost for the person operating the chipper, not the cost to rent it from the county. Dave has been in contact with a company in Seattle about a 12" bandit. He thought a 6" chipper would be okay, except for Christmas Trees, but said the town doesn't get too many of them. The county chipper is a 12". Mayor Pfaff noted Palouse had not decided to go with the county. He talked about a cost sharing idea with them and noted Oakesdale might be considering a chipper this year too. Dave thought Rosalia may have purchased a chipper a few years ago on a grant. Tim Southern suggested perhaps a cost sharing with Oakesdale and Palouse, look at a grant to buy one and rent to them or buying a used one and rent out. Larry Hunt suggested looking at all avenues for a chipper program. Get prices for a monthly lease for 2 or 3 times a year and consider sharing the lease price with Oakesdale, Palouse and maybe Rosalia, because maintenance of a chipper is expensive. Dave said during the busy season the town would need a chipper every 2 or 3 weeks. He thought a fairly decent one could be found for \$7,000 to \$8,000. Mayor Pfaff thought a ballpark figure for the county's rental cost would be \$250. Tim Southern asked about a lease with option. Both Mayor Pfaff and Larry Hunt like the idea of a lease option. The Mayor said this would allow the town to get a new one each year.

6. Water Reservoir Overflow Meter: H2E has not been back since they were out in December. He expects them back the first part of January. The float is in the tank and ready to be wired when they finish the programming.

7. Sewer System Infiltration: Mayor Pfaff asked about using the flow meter for the sewer system. Dave confirmed he would be using it here soon. He used it last spring during high flow and last summer during low flow and recorded the data. He will take readings in the same places this year and then the town will have 2 years of background to tell them where the flow is coming from. He confirmed testing about a half a dozen manholes and did do a couple readings on the new sewer lines too. Mayor Pfaff asked with the current weather conditions, if the town had the sewer camera would Dave be able to see anything. Dave agreed he could and would get the camera. Mayor Pfaff confirmed the town's number one issue for this year was the infiltration problem. Dave said most of the infiltration comes from the private side of the service, from the property line to the house with old clay lines, broken or leaking lines under the houses. Mayor Pfaff asked that the camera be placed in the line at Tim Southern's. Following up from the smoke test, he wants to find the hole in it for the culvert. Dave talked about sleeving the line which involves a fabric tube that is placed into the existing pipe and seals the pipe. It's the easiest to do. He said the cost is not the sleeve, but rather the cost of the company coming down to do just one line. His hope would be to do this in conjunction with Spokane to save on costs. The company that does this for Spokane comes out of California. He would get back to council for the next meeting.

#### **NEW BUSINESS:**

**1. Washington State Archival Grant Agreement:** It was confirmed the town had been awarded a grant to archive its records. The Mayor needed authorization to sign the grant documents: Grant Agreement and Service Level Agreement with Imaging Services. Tim Southern **MOVED** to authorize the Mayor sign the Washington State Archival Grant Agreement documents. Larry Hunt seconded the motion and the motion carried unanimously.

**2. Resolution 2010-01:** Rob Watkins **MOVED** to adopt Resolution 2010-01 approving the interlocal agreement with the Association of Cities Risk Management Service Agency and its Members . Daymon Marple seconded the motion and the motion carried unanimously.

**3. Resolution 2010-02:** The Mayor explained Resolution 2010-02 and 2010-03 would allow the town to buy a used street sweeper or garbage truck if a deal came along and they decided to do so. Without the

resolution, the town wouldn't be able to do so. He said the town would be more likely to buy a street sweeper this year and a garbage truck only if a good deal popped up. Tim Southern **MOVED** to adopt Resolution 2010-02 authorizing the purchase of a used garbage truck under special market conditions. Rob Watkins seconded the motion and the motion carried unanimously.

**4. Resolution 2010-03:** Tim Southern **MOVED** to adopt Resolution 2010-03 authorizing the purchase of a used street sweeper under special market conditions. Rob Watkins seconded the motion and the motion carried unanimously.

**5. Resolution 2010-04:** The mayor explained this was a housekeeping task, updating the mileage reimbursement to the new federal rate. Larry Hunt **MOVED** to adopt Resolution 2010-04 setting the travel expense reimbursement and business mileage transportation allowance. Andrew Flodin seconded the motion and the motion carried unanimously.

**6. Resolution 2010-05:** Annie Pillers confirmed Stephen Bishop wrote this to allow for a minimum 3-day posting if there is no statutory requirement for publishing a public hearing notice. This is helpful as the town's paper of record only publishes weekly. Andrew Flodin **MOVED** to adopt Resolution 2010-05 establishing procedures for notifying the public of upcoming hearings and publishing agendas for forthcoming council meetings. Larry Hunt seconded the motion and the motion carried unanimously.

**7. Selection of General Engineer:** Mayor Pfaff reported last year Keltic was selected as the engineer for the 2<sup>nd</sup> Street Project specifically. He was now recommending the selection of Keltic Engineering as the town's general engineer. Larry Hunt **MOVED** to select Keltic Engineering as the town's general engineering firm. Rob Watkins seconded the motion and the motion carried unanimously.

**8. ARRA 2<sup>nd</sup> Street Waterline Grant Scope of Work:** Mayor Pfaff reported that it was possible there could be \$20,000 of grant funds not used because the bid came in at \$84,000 and was lower than expected. Council talked about using these funds for 2 additional similar water lines (.E Main St from B to D, and E. California St). The contractor M&L had bid \$12.94 for pipe work. The Mayor noted it would have to be engineered and ready to go even before the town got the okay on the grant funds. Larry Hunt noted it would take well into the project before the town got the okay. Council consensus was to use Keltic Engineering for the engineering needed on both E. Main and E. California. Mayor Pfaff would be meeting with the engineering firm tomorrow to discuss the project and costs. He said the town could spend \$15,000 instead of \$60,000. Mayor Pfaff further noted the water plan anticipated one project per year, but if the town could do 3 projects in one year, then \$20,000 could be put into reserves over the next 2 years.

**9. Motley/Volk Development:** Mayor Pfaff discussed the potential Motley/Volk development this spring. He said that Paul Hendrickson annexed in 200 acres of land and sold 100 to Jerry Motley and Peter Volk. Munir Daud is doing the engineering now. The grand question for council was whether or not to make them hook into sewer. He said it would be in the town's best interest to have them hook into sewer but the catch was the I&I problem that needs to be resolved. The Mayor was scheduled to meet with the Department of Ecology next week. He further noted the town would need to figure out the best place to hook up. One recommendation was near Damon Vassar, under the railroad tracks to 2<sup>nd</sup> and Union. The other option was behind Cherie Curtis, continuing down First Street. Daymon Marple asked if the town was maxed out on sewer. The Mayor noted DOE would not confirm this yet, which was why he wanted to meet with them. He said at the very least while M&L was drilling tracks, the town should ask them to drill 60' under the railroad. Dave thought a 6" line would work for the development. He discussed the best location to hook in, noting it would be harder at 2<sup>nd</sup> and Union. The existing line is 8" at 2<sup>nd</sup> and Union.

**8. Aerial Mapping of Town:** Mayor Pfaff talked about the opportunity to get some aerial mapping of the town done in conjunction with a developer who was working on a project in town. The mayor suggested the cost could be split 1/3 between streets, water and sewer. The town would get a new color aerial photo to replace the existing black and water photo, along with new topographical maps and everything would be put on a CD and turned over to the town. The town's share would be \$7,500. Larry Hunt said this was

another opportunity the town had. Daymon Marple **MOVED** to select Munir Daud for the aerial mapping of the town. Rob Watkins seconded the motion and the motion carried unanimously.

**FIRE DEPARTMENT:**

**1. Truck Repair:** Fire Chief Brian Conklin reported the department had discovered another frozen valve on one of the trucks, which had split after the newcomers welcome. He said as soon as the truck that is in for repairs gets back, the other one will go up.

**2. Portable Radio Purchase:** Chief Conklin discussed the need for additional portable handheld radios with the radio frequency conversion taking effect March 1<sup>st</sup> throughout the county for fire and EMS. He said right now the department needs 10 radios and by the end of the year they will need 15. He noted the rural fire district commissioners are willing to purchase 5 radios. The cost to buy 5 radios would be \$2,500. In addition to the 5 portables, the rural fire district is also replacing a mobile truck radio for approximately \$282. The mayor suggested the \$2,500 purchase for the radios come out of the fire reserve fund. Larry Hunt **MOVED** to match the rural fire district purchase of 5 portable radios. Daymon Marple talked about the fire department being funded through the general fund and in discussions last week at the AWC training other jurisdictions have run levies for fire. Daymon Marple seconded the motion and the motion carried unanimously.

**3. Joint Fire Board:** Chief Conklin suggested a representative from Council and a representative from the fire commissioners, and he, consider meeting to start talking about forming a Joint Fire Board – logistics, requirements, what is wanted, how it would look, and work on some kind of agreement. Mayor Pfaff recommended that he, Larry Hunt and Daymon Marple be the representatives for the town since they were not on the fire department. Consensus was to have the Mayor, Larry Hunt and Daymon Marple meet with the rural fire district commissioners on the Joint Fire Board.

**4. Cell Phone Account:** Following up from a request from Debbie Anderson, Tim Southern discussed a cell phone account under the name of the Garfield Fire Department with the town's address. The account has a past due balance. The council confirmed last year they decided to cancel any fire department cell phone. Mayor Pfaff would follow up on the cell phone account matter.

**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. Abstain – Larry Hunt.

2010 Check Register #9317-9321 Payroll: \$5,316.71 TOTAL: \$5,316.71

2009 Check Register #9322-9336 Claims: \$12,893.01 TOTAL: \$12,893.01

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

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**Jarrold Pfaff, Mayor**

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