

Town of Garfield
TOWN COUNCIL MEETING MINUTES
January 27, 2010 – Final Draft

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

ROLL CALL: Jarrod Pfaff, Andrew Flodin, Daymon Marple, and Rob Watkins. Staff – Public Works Superintendent David Ulrick, Police Chief Jerry Neumann, Clerk/Treasurer Annie Pillers. Absent: Larry Hunt and Tim Southern. Guests: Darcie Bagott, Duane Griffin, Judi Dunn-Gray, Pete Hertz.

WHITMAN COUNTY:

1. County Chipper Program. Judi Dunn-Gray with Whitman County addressed council regarding the existing DOE grant for the chipper program that was ready to close out. She provided background information on the program, noting when she came in the grant was already written. She further explained how it was portrayed to Mark Storey, Phil Meyer and Tim Davis was a lot different than what the grant was. She said what everybody does not understand is that grants are funded for start up, capital expenditures. We have to figure out ways to keep the program sustainable. Judi said the interlocal agreements with towns were signed for a year and the program works. She is very proud of it. She knows Whitman County has put a lot of money into it, and the Department of Ecology, to set up composting programs and training. Judi said one of the largest grant expenses was \$400 a month for a truck that was not always working. Judi explained the grant close-out process, and that if the county chooses at the end of the grant, not to continue the program, then they are responsible to buy the chipper and chose to use it, or DOE can take the chipper back from the county. Judi said she understood the town was chipper shopping. She noted when the county found out the funding was going away they sent a note to the towns to see who was still interested in it. At the time, the quote was \$250 a day. Judi noted she had been asking for a long time to address the issue of the grant ending. She had asked for a 6-month extension on the grant but found out the Offset Grants don't allow for extensions. By the time the item was on the agenda (December 3rd) and permission to buy a truck given, the county could not meet the state purchasing protocols and have it paid for by December 31st, therefore the county did not get a truck.

Now the program is being administered through David Nails who is setting the charges. "Chipper Tim" was laid off. The county cannot take a loss on anything and has to charge for services. The charges must cover the personnel costs of solid waste employees. A recent letter from David Nails said the cost would be \$50 to \$55 an hour.

Judi explained she is finalizing the grant. DOE paid 75% and the county paid 25%. The county is giving back \$68,000 to DOE. The grant stated what the county was to use the funds for, and if not continued for that program, servicing the towns, DOE has the right to take it back. The chipper was purchased for \$41,372.20 with the DOE paying \$31,029.15 and the county paying \$10,343.05. There were some extra supplies and chipper parts purchased too. Judi asked why not buy the county's chipper. She further talked about additional grants that are available – the CARE program with a deadline in March. If the town took over the chipper, they could provide the service and maintain it. She suggested making a proposal to Mark Storey and the Commissioners, and getting interlocal agreements between the towns. She talked about the opportunity to buy the chipper at fair market value. She noted the DOE Grant Officer is Nancy Lucas. Mayor Pfaff thanked Judi for the good information she provided.

2. Opening on Solid Waste Advisory Committee (SWAC): Judi announced that there were openings on SWAC and that Garfield does not have a representative. She encouraged Garfield to get a representative on the committee so the town could have input into where the county is heading and pricing too. She noted SWAC is reviewing the 5-year solid waste management plan. The committee meets every other month (the odd month) on the 3rd Wednesday at 1:30 pm. Daymon Marple said over the last years the county just passes everything SWAC and Empire Disposal propose. If the town is interested in having someone on SWAC, just send a letter should be sent to Mark Storey. Judi Dunn Gray left the meeting at 7:35 PM.

Council then discussed overall chipper needs with the Palouse representatives Duane Griffin, Darcie Bagott and Pete Hertz. Discussion centered on the cost to rent from the county and what this final figure

might be, including county personnel time from the minute they leave the landfill until they return. David Ulrick noted he had been at a meeting last week when David was addressing the charges, but he had to leave early so did not hear David Nails complete report. He thought there was another \$40 or \$45 that David Nails mentioned but he was not sure about this charge. Judi suggested offering to purchase the existing chipper from the county and then operate the chipper program in conjunction with the other towns. She also talked about Andy O'Neill writing a letter on the program to the commissioners. Judi Dunn Gray left the meeting at 7:35 PM.

Mayor Pfaff did not want the town to be shepherding the whole county. It was agreed, trying to manage this with multiple towns would be too complicated. Rob Watkins said it would be much easier to figure out expenses by splitting it down the middle. Any odd damage (fence post, etc.) that one town caused over the other could be covered by that town. Council talked further about how to share the equipment, maintenance costs, and a place to store the chipper. Mayor Pfaff favored purchasing a chipper as leasing would be more expensive than owning. He said the town had equipment funds available but little operating monies. There was discussion of collaboration between Garfield, Palouse and Oakesdale. Garfield would send a letter to the county. Duane Griffin, Darcie Bagott and Pete Hertz left the meeting at 7:46 pm.

POLICE DEPARTMENT:

Chief of Police Jerry Neumann provided council with the monthly Garfield Activity Log. During this time span the officers worked 136.5 hours or approximately 5.1 hours per day of service. One recent issue was a break-in at the school that has been investigated. Officer Merry continues to work on junk vehicles around town, contacting owners first, and giving them a chance to correct any deficiencies first. Chief Neumann said the new laptops were working great. They have ordered the mounts and rifle racks for the vehicles. There is roughly \$400 left on the grant and they may look at laptop carrying cases. Chief Neumann also noted the cell phone reception is much better with the building booster.

FIRE DEPARTMENT:

Mayor Pfaff addressed the proposed budget amendment with Chief Conklin. He noted last year the department didn't use \$1,200 of its budget. He proposed pulling out any money not used and putting it into the reserve fund every year. The more left over at the end of each budget year the more that goes into reserves.

Chief Conklin confirmed the chlorine railcars will be moving into the Belmont area soon. There could be up to 50 90-ton cars on site. It will include 24/7 armed security by Northwest Protective Services. There are some concerns about maliciousness. Right now Brian is working with Washington State Patrol, Oakesdale Fire, Tekoa Ambulance and Garfield EMS on response protocols were something to happen. Chief Conklin reported the radios were ordered and at a better deal than quoted.

APPROVAL OF MINUTES: Rob Watkins **MOVED** the minutes of January 13, 2010, be approved as written. Andrew Flodin seconded the motion and the motion carried unanimously

PUBLIC WORKS: David Ulrick updated council on the following:

1. Water Tank Inspection: Quotes to inspect the water tank were received from Inland Potable at \$2,950 and Liquivision at \$2,690 or \$2,890. Council consensus was to hire Liquivision to inspect the water tank. Dave confirmed they are in the area about every 4 to 6 weeks.

2. Chipper Quotes: Quotes on used equipment were to have been faxed today but were not yet received. The Bandit dealer is on the West side of the state. The Vermeer dealer is in Spokane.

3. Street Sweeper: The City of Moscow just got a new street sweeper. They are not sure what they will be doing with their existing street sweeper yet. Pullman just bought their first vacuum street sweeper.

4. Trainings: The pesticide applicator classes are held each month in Spokane, on Tuesday, Wednesday and Thursdays, with the test on Thursday. The sewer class for Perry should be coming up soon.

5. Sewer Liner for Main Street: Dave has not heard anything back from the supplier yet. He contacted several numbers but they were all the same supplier.

6. Repairs: The one ton needs new front tires. Also replacement parts are needed for WWTP and should cost between \$1,500 and \$2,000. The pump is not back from Strom Electric.

7. Public Works Computer: Mayor Pfaff talked about getting a laptop computer and printer for the Public Works Department. Right now the only access they have for internet is by sharing the clerk's computer. Council approval was given to the Mayor to purchase a laptop and printer for the Public Works Department.

NEW BUSINESS:

1. Resolution 2010-06: Mayor Pfaff confirmed this resolution would give the town the approval to buy a used chipper if the town finds one. The mayor had talked with Palouse Mayor Michael Echanove and Duane Griffin about splitting one. He noted at the county's charge of \$55 an hour for 2 hours each week the bill could be \$4,000 a summer. He noted the town couldn't afford this every year without raising rates. He noted the town has more money on the equipment side to buy its own chipper and let the county do their own thing. He said the town could split the chipper purchase with Palouse if they want. Andrew Flodin **MOVED** to adopt Resolution 2010-06 authorizing the purchase of a used chipper under special market conditions. Daymon Marple seconded the motion and the motion carried unanimously.

2. Ordinance No. 377N – 2010 Budget Amendment: Rob Watkins **MOVED** to adopt Ordinance No. 377N amending the 2010 Budget for Current Expense, Current Expense Reserve Fund and Fire Equipment Reserve Fund. Daymon Marple seconded the motion and the motion carried unanimously.

3. Utility Deposit: Daymon Marple talked about the current procedure when an account gets two months behind and a delinquency notice is sent giving them a 10-day shut off notice. Dave delivers the notice and if they don't pay and it gets shut off there is a \$20 reconnection fee. A deposit of \$75 is collected for new accounts and at one point covered one month's billing, but now with the new rates of \$86.39, the \$75 does not cover one month. Daymon suggested raising the new account deposit to cover the cost of one month's utility service if someone defaults. Mayor Pfaff agreed with this and suggested including the same escalation factor as is on the rates. Brian Conklin talked about requiring the utility bills be in the property owner's name. It was noted any delinquency is tied to the property and when the house sells, those costs are collected. However, when a tenant moves out between the 2nd and 3rd month of non-payment, a shut off notice is in effective and the delinquency remains. Rob Watkins said the council had talked about this before and perhaps should look at this again, checking with Stephen Bishop. Daymon Marple talked about looking into what kind of deposit to hook up to water would be for the new addition. Andrew Flodin **MOVED** to raise the deposit to match one month's water, sewer, garbage rates. Daymon Marple seconded the motion and the motion carried unanimously.

APPROVAL OF CHECKS: Rob Watkins **MOVED** to approve the following bills presented to council for payment. Andrew Flodin seconded the motion and the motion carried unanimously.

2010 Check Register #9337-9343 Payroll: \$5,107.68 TOTAL: \$5,107.68

2009 Check Register #9344 Claims: \$2,645.00 TOTAL: \$2,645.00

2010 Check Register #9345-9353 Claims: \$32,362.24 TOTAL: \$32,362.24

ADJOURNMENT: Rob Watkins **MOVED** to adjourn the meeting at 8:12 p.m. Daymon Marple seconded the motion and the motion carried unanimously.

Jarrod Pfaff, Mayor

ATTEST: _____
Annie Pillers, Clerk/Treasurer