

**Town of Garfield**  
**TOWN COUNCIL MEETING MINUTES**  
**March 24, 2010**

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

**ROLL CALL:** Jarrod Pfaff, Larry Hunt, Daymon Marple, Tim Southern and Rob Watkins. Staff – Public Works Superintendent David Ulrick, Fire Chief Brian Conklin, Police Officer Joe Merry, Clerk/Treasurer Annie Pillers. Absent: Andrew Flodin.

**APPROVAL OF MINUTES:** Daymon Marple **MOVED** the minutes of March 10, 2010, be approved as written. Tim Southern seconded the motion and the motion carried unanimously.

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

- 1. Base Readings For Manholes:** Base readings for 18 of the 20 manholes identified by Eric with Keltic Engineering have been taken. He noted there is no manhole at spot #20 and he could not get a reading at spot #18 because the lid is under asphalt. Dave will email the results to Eric. Tomorrow he will try to dig it and put a riser on it. It is in the alley between Main and California on First.
- 2. C & Main Street Buried Manhole:** Gary with the state was contacted on Tuesday about the manhole under asphalt at C and Main Street. Dave relayed the town's plan. He said he would be cutting a square out of it with a saw, raise it and then patch it. The patch mix was picked up earlier in the day from Spokane. Dave hopes to have this done within 3 or 4 weeks.
- 3. 2<sup>nd</sup> Street Waterline Project:** the town crew has been called back there quite a bit.
- 4. Digital Camera:** A Kodak 10.2 digital camera was purchased for \$70. Dave has taken a few pictures with it in the manholes. He said this year would be disappointing as there's not enough groundwater to make anything show. The Mayor said that would get a good base.
- 5. Manhole Leak Repairs:** There is paperwork in the office about the material to patch the holes in the manholes. The Mayor asked if these were the holes around the pipe. Dave said it was for the seam that is leaking. It takes a caulking gun and needle. You put the material in the crack and it expands and seals. He said it was a cheaper than spraying the whole inside of the manhole. He estimated it at a few hundred dollars. Rob Watkins suggested buying it once to see if it works. Dave agreed. He could spend a couple hundred dollars to see if it works and then buy more. He noted some need concrete and to be sealed up.
- 6. Chipper Licensing:** The chipper will be taken to Spokane this Tuesday for its inspection for title and license. Mayor Pfaff suggested Dave schedule that same day with Oakesdale as they were having a problem with the chipper. Dave said they had been feeding trashy stuff through it. Perry told them leaves, pine needles would plug up the spout. It's a chipper not a grinder.
- 7. Street Patching:** Dave talked with the reps about the mix to use in potholes. It comes in a bag for \$9.65 a bag. Arrow Construction has UPM at \$15 a bag. Dave picked up 10 bags of this mix. He was told "it's just like UPM". He decided for a \$100 the town could try it. When Dave talked with the sales rep at UPM, he was trying to talk a plant in Post Falls into making it. If they do, Dave will try them. When he bought UPM it was \$25 a ton. There is a spot to put it and it can be stored outside. UPM advertises even a hole with standing water in it, it will stick to it. The mix Dave just bought, advertises the same. The reason he bought this mix today is because he is getting ready to patch holes for May Day.
- 8. Hearing Program:** Dave noted the town needs to have a hearing program. QCL is now offering this service. Dave will be checking into prices for the next meeting. They would test the decibels in each piece of equipment. Dave recommended a base hearing test too.
- 9. To-Do List:** Dave provided the Mayor with his current project list between now and the next council meeting. He intended to make a form to be used each council meeting that could be checked off, showing what was planned for the next couple of weeks, and what was done. The Mayor noted, in 3 weeks, he had 8 things on the To-Do list. Dave said he did not include the normal maintenance items and that right now, they were very busy with the 2<sup>nd</sup> Street Project. He said they would have more time if they didn't have the 2<sup>nd</sup> Street Project going on. The Mayor asked about ordering the risers for the manholes and Dave said they have to be ordered specific for each manhole. The Mayor also asked about the smoke test follow up. Dave said he needed to follow up with the property owners to make sure they did what they had to do.
- 10. Delzer Water Meter:** Mayor Pfaff asked about the water meter at Mike Delzer's rental. Dave confirmed it had been off for awhile and when it was read again, the meter dropped back 10,000 gallons. He was not sure what would cause that. When they went to turn it on, it had frozen and the bottom was out. It was

agreed it was best to replace the meter. Annie Pillers asked for council approval to bill for the service, under the assumption there had been no overage. Rob Watkins **MOVED** the water bill could be calculated based upon no overage. Larry Hunt seconded the motion and the motion carried unanimously.

**11. Water Meter Replacement Schedule:** 30 new water meters had been purchased. Dave said after the meter reads in April they will start replacing them. However, they won't get the differential reading.

**12. I&I Study/NPDES Permit Renewal:** Rain was expected Monday or Tuesday. Dave said it would need to be a decent rain of an hour or so to get a good reading. The Mayor asked about the sewer figures getting to Eric at the end of each month. Dave confirmed they have to be at DOH by the 15<sup>th</sup> of each month. He said after sending the samples, it takes approximately 1-1/2 weeks to get the test results back from Anatek. He has an arrangement worked out for sending them to Eric. Dave said at one point he had to talk to Anatek because the results were going to Moscow and then to him. Now they fax the reports to him. Daymon Marple asked about the report required last June for the sewer system to get the permit renewed. The Mayor indicated Eric is working on the I&I issues, with Dave getting him the data. Eric will do the sewer plan for about \$15,000. He did not believe the state would issue the permit if the town was not showing it was doing something on the I&I.

**13. B Street Culvert Project:** Larry Hunt asked what was being done with the culvert near Ed Ka. The Mayor estimated the project at \$6,000. He asked if the town wanted to try and do it this summer. Daymon Marple asked if it was town property. The Mayor confirmed he had talked with Stephen Bishop and the town has jurisdiction and can work there. Tim Southern said he understood it was the town's jurisdiction, but it wasn't causing a problem up stream. It was suggested if Ed Ka wanted the work done, they buy the culvert. Larry Hunt would follow up with Ed Ka.

**POLICE DEPARTMENT:** Officer Joe Merry updated council on police department activities. He confirmed they continue to work on junk vehicle investigations until they get all done. They are taking more time with each individual so there are not as many hearings. They had one Nigerian scam case with an individual in town. It was turned over to customs and the postmaster general. It was recommended Officer Dentler wave more in town. Officer Merry reported Officer Dentler had done a spectacular investigation in town recently. It was also recommended the speed sign trailer be placed at the South end of town for awhile. Currently, it's at the North end of town. Officer Merry noted they continued to have problems with the battery staying charged. They were considering a solar charging system. Officer Merry also noted battery problems with the Crown Victoria and asked who was responsible for maintenance. It was thought this was through Palouse under the contract, but would be checked.

### **NEW BUSINESS:**

**1. Waterline Replacement B to D Street:** Mayor Pfaff reviewed the bids submitted from A&R Construction and M&L Construction for replacement of the waterline from B to D Street on California and a sleeve under the railroad crossing on Main Street, B to D Street. M&L Construction's base price for California was \$39,596.60 plus \$3,088.53 in sales tax. Their base price for the Main Street railroad sleeve was \$12,000 plus \$936 in sales tax. A&R Construction's base price for California was \$55,457.00 plus \$4,325.65 in sales tax. Their base price for the Main Street railroad sleeve was \$21,500 plus \$1,677 in sales tax. The Mayor explained California's Alternate #1 was if the contractor finds rock. California's Alternate #2 was for the same problem as on 2<sup>nd</sup> street, and they can't meet compaction. If so, it would have to be filled with rock. California Alternate #3 was if the contractor found rock under the railroad and they would have to bore through. M&L Construction's California Alternate #1 was \$800 plus \$62.40 in sales tax; Alternate #2 was \$3,519 plus \$274.48 in sales tax; Alternate #3 was \$5,000 plus \$390.00 in sales tax. M&L Construction's Main Street railroad Alternate #1 was \$5,000 plus \$390 in sales tax and Alternate #2 was \$3,120 plus \$243.36 in sales tax. A&R Construction's California Alternate #1 was \$500 plus \$39 in sales tax; Alternate #2 was \$5,508 plus \$429.63 in sales tax; Alternate #3 was \$16,000 plus \$1,248 in sales tax. A&R Construction's Main Street railroad Alternate #1 was \$17,000 plus \$1,326 in sales tax and Alternate #2 was \$2,220 plus \$173.16 in sales tax.

The Mayor and Dave Ulrich talked about starting on the north side, crossing the road and then going on the south side. There was a question about mobilization costs. The Mayor noted mobilization is often more than just mobilization, such as profit, and that the boring machine would have to be brought in for the project. The Mayor reported approximately \$200,000 in utility reserves right now. He noted the town had

the pipe and it might as well be used. He said with the 2<sup>nd</sup> Street Project, the Well Decommissioning, and now this possible project; the town would be drastically ahead on the water plan. Then the town could let the funds building up for a few years. He recommended the council consider doing this project. Larry Hunt agreed, noting if it was put off, the price would only go up. Tim Southern said if the town was going to do California Street they might as well do the sleeve on Main Street while there. Again, citing the cost of waiting another year. Dave Ulrick noted the valve is East of Larry Palmer's but on the west side of the tracks to Tim Southern's side of the street and Teresa Hasenhoerl's drive way. It will improve the fire flow to that hydrant. Tim Southern noted if the development occurred it would take right off there. Larry Hunt said if this project was done then the town would need to seriously plan on laying low on water expenditures for a couple of years. He asked about grant money. The Mayor noted there was not much grant money available. Rob Watkins thought doing the project now would be a cost savings. It was noted the engineer's estimate was \$60,000 and this was lower. The Mayor said the current bid is \$42,000. A&R would be \$59,000. Tim Southern noted also doing the sleeve under the railroad at Main would add \$12,000. He felt if grant money did come available, the sleeve would already be in on Main Street. Dave was asked if the town could later consider doing the waterline on Main Street, as long as it was 5' from the fiber optics line. It as noted there was room on the North side. Rob Watkins **MOVED** to accept the bid from M&L Construction for the waterline replacement on California St from B to D St, and placement of a sleeve under the railroad on Main St. Larry Hunt seconded the motion and the motion carried unanimously.

**2. Ordinance No. 383N – 2010 Budget Amendment Utilities Reserve:** Mayor Pfaff confirmed this amendment was for the California & Main waterline projects. Larry Hunt **MOVED** to adopt Ord. No. 383N amending the 2010 Budget. Daymon Marple seconded the motion and the motion carried unanimously.

**3. 2<sup>nd</sup> Street Water Line Project Change Order No. 1 and No. 2:** Mayor Pfaff presented Change Orders No. 1 and No. 2. He noted Change Order No. 1 was for standby time for utility repairs and brought the contract up to over \$87,000. Larry Hunt **MOVED** to accept Change Order No. 1 for 12 hours standby time for utilities. Tim Southern seconded the motion and the motion carried unanimously. The Mayor discussed Change Order No. 2 that would replace the 8" pipe across the ball field with 10" high density polyethylene pipe. He noted this change order was on hold for now as it could require redoing the project environmental documents. The engineer was looking at other options besides this 10" pipe. The Mayor suggested recessing until Monday, April 5<sup>th</sup>, giving the engineer time to look at other options.

**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. Annie Pillers noted the town cannot earn interest on ARRA funds, so the contractor must be paid the same day as the ARRA Funds are received by the town. Because of that the check to M&L for their first pay request was issued on 3/23/10. She further noted council had already approved this pay request.

Check Register #9416-9430 Claims: \$66,609.89 Payroll: \$6,391.88 TOTAL: \$73,001.77

**FIRE DEPARTMENT:** Daymon Marple talked about visiting with the Fire Chief in Palouse about their station. He noted the entire facility was built without grant money. Daymon noted one of their past board members who was actively involved in the project was willing to meet with Garfield. He told Daymon the #1 factor for the project working was the consolidation of the rural and city. It was clarified they were still separate, but with a joint fire board operating things. Chief Conklin briefly talked about the Rosalia Fire Department and discussions of merging. He also briefly referred to the paging issues for Farmington EMS, noting the Hospital District was addressing this matter. There was discussion about Fire and EMS response. He felt co-locating Fire and EMS would be good. He further noted he was working on some fire department updates on the Comprehensive Plan for the Planning Commission.

**ADJOURNMENT:** Larry Hunt **MOVED** to recess the council meeting until Tuesday, April 6<sup>th</sup> at 5 p.m. Rob Watkins seconded the motion and the motion carried unanimously. The meeting recessed at 8:05 PM.

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Jarrod Pfaff, Mayor

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

**Town of Garfield  
TOWN COUNCIL MEETING MINUTES  
Recessed to April 6, 2010**

**CALL TO ORDER:** Mayor Jarrod Pfaff called the meeting to order at 4:58 p.m.

**ROLL CALL:** Jarrod Pfaff, Larry Hunt, Daymon Marple, Tim Southern and Rob Watkins. Staff – Public Works Superintendent David Ulrick, Clerk/Treasurer Annie Pillers. Absent: Andrew Flodin.

**NEW BUSINESS – continued:**

**3. 2<sup>nd</sup> Street Water Line Project Change Order No. 2:** Mayor Pfaff updated the council that Change Order No. 2 allows for the 8” HDPE equivalent for pipe. He noted this change order increases the project by approximately \$1,600. He further noted the original bid was for approximately \$84,000. The budget allows for \$109,000. Larry Hunt **MOVED** to accept change order No. 2. Tim Southern seconded the motion and the motion carried unanimously.

**4. Resolution 2010-11 – Code of Conduct for Federal Grants:** Tim Southern **MOVED** to approve Resolution 2010-11. Rob Watkins seconded and the motion carried unanimously.

**ADJOURNMENT:** Larry Hunt **MOVED** to adjourn the meeting at 5:05 p.m. Rob Watkins seconded the motion and the motion carried unanimously.

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Jarrod Pfaff, Mayor

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