

Town of Garfield
TOWN COUNCIL MEETING MINUTES – Final Draft
April 28, 2010

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

ROLL CALL: Jarrod Pfaff, Andrew Flodin, Larry Hunt, and Rob Watkins. Staff – Public Works Superintendent David Ulrick; Police Chief Jerry Neumann, Clerk/Treasurer Annie Pillers; Attorney Stephen Bishop. Guests: Bekah Miller MacPhee, ATVP. Absent: Daymon Marple, Tim Southern.

INTRODUCTION OF GUESTS: Alternatives to Violence on the Palouse (ATVP), representative Bekah Miller MacPhee addressed council, updating them on the services provided by ATVP including a Toll-free 24-hour outline; a confidential shelter for dangerous situations (they would meet the person in Garfield and take them to safe haven); and legal and medical advocacy (meet at the police station or hospital). She confirmed they are a county-wide service and like to get out and do presentations in the communities. They were recently at Garfield-Palouse High School and Middle School. They have offices in Pullman and Colfax. Larry Hunt asked if they were county funded or privately funded. Ms. Miller MacPhee said most of their funding is at the state level, but that they are also a United Way Agency. Ms. Miller MacPhee left the meeting at 7:02 PM.

APPROVAL OF MINUTES: Annie Pillers noted she made a correction to minutes under the Approval of Checks, showing the last check number as 9458, not 9430 as printed and payroll/claims numbers. Larry Hunt **MOVED** the minutes of April 14, 2010, and recessed to April 21, 2010, be approved as corrected. Andrew Flodin seconded the motion and the motion carried unanimously.

POLICE DEPARTMENT: Police Chief Jerry Neumann updated council on the police department activities and provided the Garfield Activity Log from February 26th – April 28th. During this 62 days there was 319 hours of service with a few call outs. This totals 5.2 hours per day, 7 days a week. He confirmed handling junk vehicles is on-going. He noted Palouse's ordinance allows for 1 vehicle for refurbishing which starts a 24 month clock. He asked if Garfield had something similar. Stephen Bishop indicated no. You just can't have junk vehicles. Larry Hunt asked if Hatter Creek take cars. Dave Ulrick said yes. He expects them to be in town either today or tomorrow to pick up their trailer. Chief Neumann said there is a problem with junkers going to Idaho as there is a required DOT form to sign off. He clarified if you owe the vehicle you can take it to Idaho. Mayor Pfaff asked about the raceway issue to the school. Chief Neumann reported meeting with the coaches about this issue and that it has not been a problem. Larry Hunt agreed it was way better than the last 2 years. Chief Neumann left the meeting at 7:12 PM.

LEGAL – ANNEXATION: On behalf of Rich and Judy Olson, Stephen Bishop presented council with a Notice of Intent to Seek Annexation. This is the first step and if this is okay and it sounds like something the council is interested in, then he has the Petition for Annexation. Mr. Bishop described the property to council and showed them on the map the location, indicating the property was a little over 5 acres, contiguous with the newly annexed area from before. This land is adjacent to the orchard. He presented the Petition for Annexation. Rob Watkins **MOVED** to accept the Notice of Intent and to consider the Petition for Annexation presented by Rich and Judy Olson. Larry Hunt seconded the motion and the motion carried unanimously. Council set a public hearing for 7:00 PM, Wednesday, May 26, 2010, to hear public comment on the proposed annexation.

PUBLIC WORKS: David Ulrick updated council on the following:

1. Sealing Manholes – this has not been done yet, but they will get to it.
2. Water Service - Tara Black/School Ballfield – After discovering the connection was a little different than anticipated, the service is fully restored for Tara Black. The school was tied into the old line across the field, which has since been disconnected so they no longer have water to the front lawn. They will have to deal with this as it was not a connection.
3. New Chipper Blades – The council looked at the chipper blades recently replaced by Dave. It was

discovered the after-market blades wore down quickly and that was a problem.

4. New Fire Hydrants on 2nd Street. A new fire hydrant was installed at Veronica Mundell's and in front of Dave's house. One hydrant could be re-used on the end of D Street when the California Street waterline is done. The other hydrant is illegal and cannot be reused.

5. Backpack Sprayer – the town doesn't own any spraying equipment. Mayor Pfaff suggested buying two sprayers and recommended getting Solo's. Larry Hunt thought Costco had sprayers for about \$69. He indicated the town should get the diaphragm style rather than the piston one. They last longer with no wear on them. It was noted McGregor's carries the Solo units. Arrow Machinery sells Stihl. Dave would check the style of units available and the price. He typically buys spare parts at the same time so when a replacement is needed he has it in stock. He will check on this. Rob Watkins noted there are kits available to go to a fan spray rather than a cone spray.

6. Street Sweeping – Street sweeping is almost done and likely will take about 1/2 to 1/3 of the time. Perry has been on the sweeper for about 8 hours. He has not yet done downtown or 2nd Street. Dave anticipates it will take about a day and a half for all the street sweeping. He noted, however, that normally they dump 7 or 8 yards of sand, but this year they only dumped about 3 yards. So far, in using the sweeper, it has been dumped about 4 times. He noted they are dumping these materials where they park the town equipment, to make a graveled area.

7. Surplus Old Street Sweeper – It was agreed the old Elgin Street Sweeper should be surplus. Stephen Bishop confirmed if it could not be sold, then the town can dispose of it. The town can try to get rid of it but is not held to some extraordinary duty to sell. It was agreed it should be advertised. Dave suggested the advertisement include the type of engine it has, noting International engines are hard to find for industrial applications. Rob Watkins talked about perhaps donating it to another small town like Farmington or Steptoe. Dave also suggested the old sander body be surplus, noting the new truck is working just fine. It was clarified the old sanders slides into the back of a truck. It was agreed no minimum price would be required on these items.

8. Project List – Dave presented council with his project list, showing the normal projects he does each week. He listed them for each day of the week, and provided a time estimate. Mayor Pfaff asked about having a list that shows what he plans to do for the next 2 weeks. He suggested two sides to the page; one half showing the basic schedule and the other half being the To Do list showing what is projected. Rob Watkins asked why some days of the week he had more time allotted for paperwork and other days had less. Dave explained it has an average of 6 hours a week in paperwork, and taking out Monday for the garbage route, he divided the 6 hours over the rest of the week, using an estimate per day. Rob Watkins said this list didn't leave room to do anything else. Mayor Pfaff clarified in addition to the normal work, he wanted to know what he hoped to do in next 2 weeks. Larry Hunt noted there appeared to be communication problems and suggested, rather than wasting any more time, the Mayor develop a form to be used by Dave to fill in the blanks. The Mayor agreed to do this.

9. Work Schedule: Starting Monday, May 3rd public works would be working 8 hour days, no more 10 hour days.

OLD BUSINESS:

NEW BUSINESS:

2010 1st Quarter Financials:

Mayor Pfaff presented the 1st Quarter 2010 Financial Report, the 1st Quarter 2010 Financial Narrative, the 3/31/10 Treasurer's Report, the 1st quarter 2010 Adjustment Register and the Addendum to 4th Quarter 2009 Adjustment Register. He noted the line items are hanging around at 25% to 30% of the budget, which is right on track. Annie Pillers noted the Addendum to the 4th Quarter 2009 Adjustment Register reflected the Water Deposit Fund Number change from 633 to 433 which required a reallocation of interest/investment activity and clarification that by accident the 5/31/09 Preliminary Treasurer's Report prior to the Utilities Reserve Fund Transfer was signed by the Mayor initially, but now the 5/31/09 Final Treasurer's Report was printed and signed. Andrew Flodin **MOVED** to accept the 1st Quarter 2010 Financial Report, the 1st Quarter 2010 Financial Narrative, the 3/31/10 Treasurer's Report, the 1st Quarter 2010 Adjustment Register and the Addendum to 4th Quarter 2009 Adjustment Register. Rob Watkins seconded the motion and the motion carried unanimously.

2. 2010 Street Oiling: Dave confirmed receipt of two quotes for the street oiling this year. Northwest Dust Control was \$5,207.33 at .056 per square foot. Mort’s Dust Control was \$5,597.79 at .059 per square foot. Dave explained they both have done oiling for the town in the past and use the same material. The only difference would be the control they have for quantity in output. Dave was not aware if one company had a newer truck. Rob Watkins **MOVED** to accept the lowest apparent bid from Northwest Dust Control. Larry Hunt seconded the motion and the motion carried unanimously.

3. Ordinance No. 384N – Increasing Penalty for Dog Public Nuisance Violation: Mayor Pfaff noted the council had discussed this increase awhile ago. It was clarified this doubles the current penalties of \$25, \$50 and \$100 for the 1st, 2nd and 3rd offense, respectively. Larry Hunt **MOVED** to adopt Ordinance No 384N increasing the penalty for a dog public nuisance violation. Andrew Flodin 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. Annie Pillers noted the 2nd payment request for \$48,775.35 to M&L Construction would likely be paid in between council meetings.

Check Register #9459-9463 Claims: \$10,503.20 Check Register #9464-9469
Payroll: \$5,019.32 TOTAL: \$15,522.52

ADJOURNMENT: Larry Hunt **MOVED** to adjourn the meeting at 7:45 PM. Rob Watkins seconded the motion and the motion carried unanimously.

Jarrold Pfaff, Mayor

ATTEST: _____
Annie Pillers, Clerk/Treasurer