

Town of Garfield
PUBLIC HEARING AND TOWN COUNCIL MEETING MINUTES – Preliminary Draft
May 12, 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 and Rob Watkins. Staff – Public Works Superintendent David Ulrick; Police Chief Jerry Neumann, Clerk/Treasurer Annie Pillers. Guests: Eric Hasenoehrl. Absent: Andrew Flodin, Tim Southern.

PUBLIC HEARING - Zoning – Public Buildings as a Conditional Use : Mayor Pfaff opened the public hearing at 7:00 PM. It was explained current zoning does not address public buildings. Planning Commission has already adopted findings of fact and recommends public buildings as a conditional use in all zones. No public comment received. The Mayor closed the public hearing at 7:01 pm and opened up the regular council meeting.

ENGINEER REPORT: Eric Hasenoehrl with Keltic Engineering discussed the following with council:
Resolution 2010-15 Street Standards: The proposed typical road section included both a gravel section and a paved section. The gravel road standard was for a rural setting, not downtown. He tuned up the gravel section to include 14" of ¾ minus with geotextile fabric. It also included a drainage ditch below so water would not seep into the road. He noted with such standards, a gravel road could become paved. The paved road standard takes into account the clay in Palouse soils and also has a ditch below subgrade. He further suggested adopting a standard that does not allow a paved road that is torn up, be turned into a gravel road, not to a lesser order. He said a paved road is much better than a gravel road in that sense.

Eric noted an urbanized section with large lots could allow for a gravel road. As those lots break down, go to a paved section when subdivided. He suggested paved versus gravel be tied to size of lots. Then the cost would come out of the development. Daymon Marple asked if this would be for new or existing. The Mayor said the gravel standard was for new development. Mayor Pfaff said he liked the idea of the pavement requirement tied into lot smaller lot sizes. Paved rurals would have ditches, and could later go to curb and gutter with sidewalks. Eric suggested council think about some of those standards. The Mayor noted once something was done, the town inherits any problems. Daymon asked if the new development would just require gravel. He thought new developments would include pavement and sidewalks. Mayor Pfaff noted the developer was thinking of 3 to 7 acre lots and didn't know if the town wanted to make them outlay the cost for asphalt. He agreed with Eric that the parcels will go down to smaller lots sometime. Eric noted he liked that the town started with a wider right-of-way (ROW). Typically he sees a 50 to 60 foot ROW requirement.

Rob Watkins **MOVED** to adopt Resolution 2010-15 adopting revised road standards and typical road section for the Town of Garfield. Daymon Marple seconded the motion and the motion carried unanimously. Mayor Pfaff asked the next council agenda include discussion on what minimum lot size triggers the road to be asphalt. Eric noted this resolution refers to the standards being met, taking the date out of it, so it updates automatically. Daymon Marple asked about the lots sizes and the Mayor said it made common sense that someday the lots may go down to 100 by 100. At that point the town might want to say it can't be subdivided unless paved. Ideas suggested included 5 acres allows gravel; 5 acres to 1 acre requires pavement; and less than 1 acre requires paved road with curb, gutter and sidewalk.

Additionally, council discussed the difference between a lane versus a driveway. Eric asked when the town considers that a driveway becomes a street. He noted in some towns, when a common driveway serves two or more houses that makes it a street, while other towns chose to make it a street when it serves 4 houses or more. He suggested the town think about this in a rural section. Eric further noted the cost of going to a street and pavement is hooked to the subdivision of the property. Larry Hunt liked this approach, noting it would be a choice of the property owner choosing to subdivide his property. Eric also noted fire code requires driveways that are 150 feet from the road have a 20 foot clear roadway to the house and a fire hydrant. He said it has to be an all-weather purpose road. The council agreed they

should now consider developing subdivision standards. The Mayor suggested sending this to the Planning Commission for their consideration. Council agreed.

2nd Street Waterline Project – There was a question as to whether M&L was using a cold mix or hot asphalt on the street. It was confirmed they were putting down hot asphalt. Daymon Marple reported driving on the road and it nearly jarred him out of pick up. He hopes they are not done. Eric thought the project called for one lift of 2” of asphalt. He agreed to drive the route. The Mayor noted this was one of the first streets the town repaved and he would like to get it back to that level again. Eric noted the standard allows for a 1/8 inch dip or bump in ten feet. Eric reported he would be meeting with M&L at 10 am on Friday, May 14 at the community center.

TIB Grant Funding - Mayor Pfaff asked Eric to relay to Lisa that the town wanted to apply for pavement work through TIB grant funding. Eric asked if the town had its street ratings. Dave said he had the pavement ratings through Streetwise. Annie would contact Gloria Bennett at TIB for current street ratings.

APPROVAL OF MINUTES: Larry Hunt **MOVED** the minutes of April 28, 2010, be approved as written. Daymon Marple 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 April 2010 Activity Log. He noted a recent incident of luring at the park, where someone was trying to entice kids to a car at the city park. The department will be doing more emphasis patrol. Chief Neumann confirmed a recent investigation determined there was some Meth and a pipe found in a sock in town. It appeared to have been thrown out into the street and likely run over. The department has no suspects in this case. Chief Nuemann noted this was the third May Day for the department. It was confirmed the Chili Cook-off would be held in the parking spaces in front of the restaurant. He also reminded council the contract is up this year and suggested meeting in October or November. Mayor Pfaff recommended meeting on the contract next month. He proposed a 2-year contract. Chief Neumann also reported the contract with the Humane Society was renewed again this year and includes Garfield as it did last year. Mayor Pfaff asked about progress on junk vehicles. Chief Neumann assured council the department continues to work on this issue and will be working with another party after this weekend. He noted the options for addressing junk vehicles includes fix it, roll it (remove from town) or hide it (behind fence, inside a building). He noted junk vehicles not fixed or removed must not be visible from the street. Rob Watkins **MOVED** the Mayor be authorized to sign and submit to the Department of Commerce the \$9,999 Justice Assistance Grant reimbursement request. Larry Hunt seconded the motion and the motion carried unanimously. Eric Hasenoehrl and Chief Neumann left the meeting at 7:45 PM.

FUN RUN ROUTE: Mayor Pfaff relayed a request from the Garfield Park & Rec District to sweep cemetery hill as this was the route for the Fun Run for May Day. Unlike the old sweeper, Dave Ulrick agreed that the new sweeper should be able to fit up that route. Council consensus was to authorize street sweeping of cemetery hill.

PUBLIC WORKS: David Ulrick updated council on the following:

Sewer Plugs – 3 sewer plus were fixed since the last council meeting.

Water Reservoir Cleaning DVD – the DVD of the cleaning of the water reservoir was available for review.

Street Oiling – this should occur soon. Dave asked the contractor to do it before May Day but was not sure this would happen. He confirmed it takes about 4 hours to oil the streets in town. Dave has been busy straightening up gravel roads for oiling. Mayor Pfaff noted how nice the road at EdKa’s looks. Based upon that he felt the grader should be used more. Larry Hunt noted once the roads are oiled, they can’t use the grader. Dave said he noticed the roads were not breaking up nearly as bad with the street oiling. He agreed about using the grader, but indicated if he does it too soon they turn into muddy roads.

May Day Prep – the crew has been busy preparing for May Days.

Street Patching – If all goes well, 3rd Street maybe patched tomorrow. Dave was expecting the contractor to be done on 2nd Street mid-day tomorrow. Patching 3rd Street would be dependent on if there was any mix left over for that or not. The crew continues to work on getting little pot holes done.

Chipper – The crew has used the chipper twice now for about 4 hours. They will try to get the compost pile done in next couple of weeks, and get the area cleaned up. The Mayor noted they would need to do some drastic grading now that it is drying out. Larry Hunt said the compost facility was getting full but realized what Dave and Perry used to do was push everything into huge tall piles. Now they leave it all on one level pile so they can get to it easier for chipping. He noted eventually they will have more space when they get the area cleaned up. Dave said the plan is not to go more than 2 weeks and do chipping more often than that, if possible. Dave also noted he added a new requirement when the chipper is rented. They have to read the operator's manual before using it. Dave asked about ordering a spare set of chipper blades and the Mayor agreed this should be done. The price is approx. \$111. He noted the blades start at 3-1/2 and can be sharpened to 2-1/2 before replacing. Rob Watkins asked about a sharpening wheel.

Hearing Program – Council was updated on the hearing program required by L&I. Dave had contacted two companies. The program requires an initial baseline reading and then is rechecked bi-annually. They have to test all the equipment and keep a log.

Project list – Dave provided council with a list he made and Perry made. Dave listed the number of hours the different departments normally take in a week. Perry listed replacement of 10 meters. There are a total of 30 to replace. Mayor Pfaff asked Dave to combine the two lists into one. There was discussion about what was a special project versus normal maintenance. Mayor Pfaff suggested the special projects list should be full, not what they expect to get done, but special projects when they find time.

OLD BUSINESS:

1. Resolution 2010-14 Declaring Surplus Property: Larry Hunt **MOVED** to adopt Resolution 2010-14 declaring certain items surplus. Daymon Marple seconded the motion and the motion carried unanimously.

2. Chipper Rental Revenue: Mayor Pfaff discussed the recent purchase of the chipper. The cost was split between the Equipment Reserve Fund and the Utilities Equipment Reserve Fund. He asked council their opinion on what fund or funds the rental revenue should be credited. His idea was to record the rental revenue into the regular Equipment Reserve Fund as it had no revenue stream other than interfund transfers or to record the rental income to Parks. Larry Hunt asked if the rental income could go into these funds or would there be some restrictions. Annie Pillers would contact the State Auditor about this rental income and restrictions, if any, with certain funds or proprietary funds. .

3. Planning Commission 3/15/10 Findings of Fact/Recommendations: Council discussed the 3/15/10 Planning Commission Findings of Fact. Daymon Marple reviewed the items covered. By consensus, Council was in agreement with the findings and recommendations of the Planning Commission. Additionally, council was supportive of adding public buildings as a conditional use to all zones. Draft Findings of Fact on the above matters would be prepared for review and approval by council.

APPROVAL OF CHECKS: Rob Watkins **MOVED** to approve the following bills presented to council for payment. Daymon Marple seconded the motion and the motion carried unanimously. Annie Pillers noted the 2nd payment request for \$48,775.35 to M&L Construction was paid between council meetings.
Check Register #9470 Claims: \$48,775.35 Check Register #9471-9476 Payroll: \$5,408.61
Check Register #9477-9492 Claims: \$18,984.64 TOTAL: \$73,168.60

EXECUTIVE SESSION: Rob Watkins **MOVED** to go into Executive Session for personnel – employee performance review, for approximately 45 minutes when the council will reconvene and close the meeting with no additional matters to be discussed or decided upon. Larry Hunt seconded the motion and the motion carried unanimously. Annie Pillers left the meeting at 8:15 pm. The council reconvened at 9:00 pm from executive session.

ADJOURNMENT: Larry Hunt **MOVED** to adjourn the meeting at 9:00 PM. Rob Watkins seconded the motion and the motion carried unanimously.

Jarrold Pfaff, Mayor

ATTEST: _____
Annie Pillers, Clerk/Treasurer