

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

CALL TO ORDER: Mayor Jarrod Pfaff called the meeting to order at 7:02 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. Tim Southern joined the meeting telephonically from 7:03 PM to 7:05 PM.

RESOLUTION 2010-18 – Telephonic Council Participation at Council Meetings: Mayor Pfaff presented council with Resolution 2010-18 that would allow councilmembers to join the meeting by way of telephone. Andrew Flodin **MOVED** that Resolution 2010-18 be approved, allowing councilmember telephonic participation at council meetings. Rob Watkins seconded the motion and the motion carried unanimously. Council **MOVED** by consensus to allow Tim Southern to join the meeting telephonically.

APPROVAL OF MINUTES: Rob Watkins **MOVED** the minutes of July 14, 2010, be approved as written. Andrew Flodin seconded the motion and the motion carried unanimously. Tim Southern joined the meeting via telephone.

OLD BUSINESS:

1. Used Gator Purchase: Andrew Flodin **MOVED** to purchase the John Deere Gator for \$5,000 from Rob Watkins. Daymon Marple seconded the motion and the motion carried with a vote of 3 and 1 Abstention – Rob Watkins. Tim Southern disconnected from the meeting at 7:05 pm.

POLICE DEPARTMENT: Mayor Pfaff requested that the police services contract renewal for next year be completed by the end of August. Police Chief Jerry Neumann suggested Mayor Pfaff contact Mayor Echanove and Councilmember Mike Milano to set up a meeting, as he was not involved in the contract process. Chief Neumann noted that he supported a multi 2 or 3 year contract. Further he noted how well the contract was working with 3 officers, making scheduling go well. Daymon Marple said he thought the contract was working well, the officers are in town, and they go to the school.

Chief Neumann followed up on some action items from the last meeting:

Newspaper Circular Littering - Officer Merry followed up with the assistant editor. She said they were not responsible for the actions of their delivery personnel but they would be willing to provide information on who the delivery persons are if it continues. She further gave assurance it would stop. She was told if it continued the Police Department would issue a littering citation. She said the employee would also get terminated from their job.

Illegal Use at Compost Pile Debris – The person has been contacted and reported that he was working for a person here in Garfield. He is to get the Police Department the name and address of that Garfield person. Dave Ulrick confirmed if a person in town hires someone that person can use the compost pile but they must chip it before putting it in there. It was confirmed this person runs a tree trimming service. Dave Ulrick said he saw some guy coming in from Palouse that used the compost site. It was thought Larry Hunt saw someone different. Chief Neumann relayed if this person cannot come up with the name/address of that person he will be billed. He has until Friday to provide this information. Officer Merry thought this same person was cited a few years ago.

Park Use/Rules – Chief Neumann reported that things are fairly quiet and although they are still having some problems at park with juvenile behavior. He will be working with the city attorney to draft and post park rules. This will hold people accountable and can be removed if doing something illegal. Then there would be an avenue for a hearing. Chief Neumann was asked about posting the notice. He agreed signs would need to be posted, perhaps something in the paper, and then educate folks. Council briefly discussed the issue of dogs at the park and suggested “puppy mitts” for clean-up.

PUBLIC WORKS: David Ulrick updated council on the following:

Grader Repair: Dave confirmed the grading is working again. He and Steve at Hasan's had talked and agreed the oil should be changed, and a new filter and screen installed. It was running sluggish but now it runs just like before. He said it was not necessarily the guy that used it this spring. Steve had noted the worst thing that could be is that it would burn the clutches out. That would stop the machine. If they had to take out the transmission, they would change those anyway.

Street Oiling: Dave confirmed the street oiling was done. Daymon Marple asked about some places where they had stopped. Dave noted some people don't want their place to be oiled. Dave asked about the corners and the mayor and council agreed, they looked good.

Cleveland Street Overlay: Dave confirmed for about \$7,000 including mobilization, etc. about 75 feet of Cleveland could be overlaid. The street is 200 feet long. Dave said mobilization is really what cuts back on what the town can do. Mayor Pfaff suggested seeing what chip seal prices are.

Asphalt Patching: Perry just finished the cutting today for the patches. Dave said they should get to the asphalt patching next week hopefully, if pipes don't fall apart. It's a one day job. When you get the mix you have to use it that day. He said either the town will have to go get it or Larry Hunt will have to go get it, noting the price difference. Mayor Pfaff talked about Larry doing it because of the mess. Dave noted they use cooking oil and therefore, it's not a problem. He said it was like seasoning a cast iron frying pan. They do the same thing when they haul snow. The cooking oil is applied with a mop. Mayor Pfaff thought they might want to patch again at the end of August. Dave noted they had marked what they were going to do. Dave talked about the road condition at his house and that he had marked it in white for the Mayor to look at and decided what he wants. The white is at the same height as the grate. He said the road is low. Mayor Pfaff asked about the alligator patch. Dave confirmed this is not in the patching they were planning to do. He said the rest of the street isn't too bad. The Mayor asked Dave to put the request for him to look at this spot in his email to him on Friday.

Roto Hammer: Dave noted the town does not own a roto hammer or jack hammer. He said the town could use a roto hammer once in a while. The Mayor told him to price one up.

Water Leaks: Dave and Perry fixed a water leak at Assisted Living today. They left it open until they decide what to do. If there is a change, they will have to cut the street and find the end. That's what they would normally do. They will make that decision tomorrow. They had 2 more leaks. One at 2nd Street and one at 5th Street. Dave said they would be fixing the one on 2nd Street since they don't know what it is. The pipe is 14" deep and is an old rotten pipe. They don't know if it's the pipe or their connection. Dave was not going to call M&L to check if it's a town leak. He plans to dig a hole, find the end of the pipe and see what it is. He estimated it would take an hour or two at most. He noted 5th Street has been repaired 2 or 3 times before. He will dig it up.

Sign Posts: Dave thought he had ordered the post and parts to put on top. He then got an email from the company about placing an order. He ordered 12' posts instead of 10' posts as the state requires a 7' clearance between the bottom of the sign and the ground. If the town bought 10' signs and they were buried 2 foot plus putting the street sign and the others, there would not be enough clearance. He confirmed the extra 2 feet was \$5 per sign.

Chipper Usage/Blades: Oakesdale borrowed the chipper this week. When Palouse brought back the chipper they said it was dull. Dave tested it and it wouldn't do 4 inches. Dave put new blades on it. He said he's learning how long they can go between times to sharpen them. He said the towns probably run them harder with green stuff from trees. It was estimated there was approximately 100 hours of use on the chipper. Dave was checking with a local firm in Pullman about sharpening the blades. Rob Watkins suggested getting another set of blades so the town would have a set for rotation. Dave does not know the sharpening costs yet. It was confirmed they are not hard surfaced as that requires a sharp edge.

Grading Compost Pile: Mayor Pfaff noted Dave needed to grade the compost pile. Dave said he had done a couple of hours of brush. Mayor Pfaff asked about renting a construction dozer for the day for

\$300. Dave estimated it would not take that much longer with the grader, 6 hours. With the water leaks he had not had time to do it yet, but would take one day to do it.

Plate Whacker/Jumping Jack: Mayor Pfaff said to get a Honda motor. Dave said the plate whacker has a new motor on it.

Garbage Truck Hydraulic Leak: Mayor Pfaff asked about the garbage truck. Dave said it looks like the tank is starting to leak again. The Mayor suggested it get it fixed quickly.

OLD BUSINESS:

2. PDA – Restaurant Roof:

Daymon Marple reported, again in last week’s wind, part of the roof blew off at the restaurant. He noted that it has been hard to find roofing that matches the existing. A recent estimate was \$17,000. Daymon suggested contacting the same contractor that did one of the McGregor buildings which was twice the size of the restaurant for \$17,000. In talking with the Postmaster, he suggested a Mike Elder and his son who used a fiberglass product on the post office. Andrew Flodin suggested Cobra Roofing out of Spokane who recently did a torch down membrane for the county. Daymon would follow up. He confirmed the insurance company is involved. The deductible is \$1,000 and they are waiting for bids.

NEW BUSINESS:

1. Ordinance No. 385N – Adopting the property tax increase (1%) for collection in 2011: Daymon Marple **MOVED** to adopt Ordinance No. 385N adopting a 1% property tax increase for collection in 2011 be approved. Rob Watkins seconded the motion and the motion carried unanimously.

2. Ordinance No. 386N – Setting the regular and special levy amounts for the Budget Year 2011: Daymon Marple **MOVED** to adopt Ordinance No. 386N setting the regular (\$58,012) and special levy (\$55,000) amounts for the Budget Year 2011 be approved. Andrew Flodin seconded the motion and the motion carried unanimously.

3. On-Line Utility Billing Payment Option: Annie Pillers reported continuing requests from the community for an on-line bill payment option for their utility bills. In prior discussions with BIAS Software there was a \$2,000 to \$3,000 program fee plus a per transaction fee. Recent contacts with BIAS and State Bank Northwest (SBNW) now indicate a less expensive option, roughly \$250 to \$500 for some programming costs, no per transaction fees and no bank fees. The State Auditor said this option would work as long as the bank used to hold the funds was a Washington State Depository bank, SBNW is such a bank. Utility users would not have to be customers of SBNW to access this option. Utility customers would have to sign an authorization for funds to be withdrawn from their account and provided a voided check or deposit slip. Additionally, the town would sign an agreement with the bank. Annie noted the only possible down side is a 2-day waiting period before the funds are deposited. Rob Watkins noted this would have to be addressed as it related to late fees. Council gave approval to continue exploring this option.

APPROVAL OF CHECKS/2nd Quarter 2010 Financials/Apply Utility Deposit to Closed Account:

Andrew Flodin **MOVED** to approve the following bills presented to council for payment; to accept the 2nd Quarter 2010 Financial Report, the 2nd Quarter 2010 Financial Narrative, the 6/30/10 Treasurer’s Report, and the 2nd Quarter 2010 Adjustment Register; and to apply the utility deposit to closed account 649.

Daymon Marple seconded the motion and the motion carried unanimously.

Check Register #9568-9572 Payroll: \$5,028.63

Check Register #9573-9579 Claims: \$12,741.48 TOTAL: \$17,770.11

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

Jarrod Pfaff, Mayor

ATTEST: _____
Annie Pillers, Clerk/Treasurer