

Town of Garfield
TOWN COUNCIL MEETING MINUTES
September 8, 2010

CALL TO ORDER: Mayor Jarrod Pfaff called the meeting to order at 7:07 p.m.

ROLL CALL: Jarrod Pfaff, Andrew Flodin, Larry Hunt, Daymon Marple, Tim Southern (7:27 pm) and Rob Watkins. Staff – Public Works Assistant Perry Brown; Police Officer Joe Merry, Clerk/Treasurer Annie Pillers.

INTRODUCTION OF GUESTS: Andrew and Anjenette Thomas addressed the council. Andrew apologized for any inconvenience Saturday night. He said there was a misunderstanding about the pit in his backyard. He has had fires before and no one ever called before. He said he didn't know the rules. He had a garden hose and tool and was able to put out the flames before anyone showed up. Chief Conklin said he had personally been called about the fire. He responded and toned out the fire department. He said the fire was very large and exceeded the recreation fire limits. The limit is 3 x 3 in size with a fire ring and fuel not higher than the ring. The Chief confirmed he has no authority to issue a citation. Mayor Pfaff said he did not see much of a problem or need for a fine as the homeowner now knows the rules. Anjenette noted she had contacted her neighbors about the burning rules and they didn't know about having to have a permit either. She suggested putting a notice up to notify people. Larry Hunt agreed and suggested posting something annually, particularly before fire season. Although on the town website, it was agreed a notice should be posted at the Post Office and in the next restaurant newsletter.

Andrew Thomas said he had recently finished his degree in public policy administration and offered his time for research formally or informally. He said he had looked at the town's survey and was will to provide research or perspective. The PDA Chairman, Daymon Marple talked about openings on the Public Development Authority (PDA). Andrew asked what would happen if he was to move due to work. Daymon said he could simply resign then. The Mayor appointed Andrew Thomas to the Garfield PDA. Council consensus to approve the appointment of Andrew Thomas to the Garfield PDA. Daymon noted the next meeting was Wednesday, September 15th at 7:00 PM at town hall.

APPROVAL OF MINUTES: Larry Hunt **MOVED** the minutes of August 25, 2010, be approved as written. Andrew Flodin seconded the motion and the motion carried unanimously.

POLICE DEPARTMENT: Police Officer Joe Merry briefly updated council.

1. Junk vehicles – Currently the department is focusing on 3rd St, 4th St, and 5th St, doing a place here and there. They are working with each resident. Andrew Flodin asked about a red and gray Ford pick up on 4th Street, noting it has been sitting there for a year. Officer Merry confirmed it is on his list of vehicles that he's working on 3rd, 4th, and 5th. It could take 2 to 3 months.

2. Problem with kids in the park – there continues to be behavior problems, vandalism, tipping over picnic tables, etc. at the park. The sooner the department gets some rules back from Steve Bishop the more they can restrict the problems. In past kids would be removed from the park for 2 weeks. He said on that same note, the town needs something that can be used with the parents to say based upon the behavior of the kid, he or she is out of the park for 2 weeks. Currently, if the parents aren't too involved, there's no follow-up.

3. Prowlers – the department received complaints in the last week, trying doors between 3 am to 4 am. The officers have been working later shifts, taking a few hours off, and then come back at 4 am.

4. Loose dogs – continues to be a huge problem. He talked about a habitual situation getting 2 or 3 warnings and then writing a ticket. That has straightened things up, but new owners come with dogs and it's a revolving door. Larry Hunt questioned 3 or 4 warnings. Officer Merry said in this case they were sensitive that it was a momma dog still trying to raise 6 pups.

5. 3rd Street encourage students onto sidewalk - Brian Conklin confirmed the school busses are not using 2nd Street, but rather 3rd Street. He noted there are kids on 3rd Street who walk in the street. He asked about encouraging kids to use the sidewalk. Officer Merry left the meeting at 7:15 PM.

PUBLIC WORKS: Perry Brown updated council on the following:

1. Water Repairs/Meter Replacements - Replaced a water line on 5th St at Dave's mother-in-law's place. The new line went from the end of the 2nd all the way across the pasture. A water leak was fixed on 8th street at Grossman's. And a water leak was fixed at Brian Conklin's residence. 2 more new water meters were put in, replacing old ones. Mayor Pfaff asked how many that leaves the town? Perry confirmed on the shelf he has 2 longs and 3 short ones. Rob Watkins asked how many he likes to keep on shelf. Perry noted he likes to keep 3 of each. He said he replaced 38 meters this year.

2. Garbage Collection Fill-In Assistance/Repair – who's been available has been bouncing around. They are all doing well. Perry believes he has enough fill-in help till the end of month. He has a new guy on Monday, and then Mike from last week is back. At the end of the month Mike Bridge will be available again after the fair. Perry confirmed the leak on the garbage truck was fixed. They took it to EdKa to get it done right. It required welds on the tank. They ground it down and were able to get a good weld.

3. Computer – been playing on the computer and can run it a little bit.

4. WWTP – Tomorrow Dave is scheduled to help a couple of hours at the WWTP showing Perry how to get things set up to do that monthly report.

5. Additional Trees in Park/Pooper Scooper in Park – Ray McCown is putting in 2 more trees at the park tomorrow. They are Oak trees and donated by families as a memorial. Perry will be taking out one more teeny Hawthorne tree. He will finish ripping out the root system and seed to grass at the Gazebo next week. The newly purchased pooper scooper will be installed at the park tomorrow.

6. Work Hours: Perry confirmed he is generally working from 6:30 am to 2:30 pm. He normally works till noon on Friday, depending on how much time he worked earlier in the week.

7. Pothole/Street Patch at Burt Souders - Daymon Marple commented how awesome the road patching looked. Perry confirmed they got 21 tons of mix from Poe and 5 tons from Motley. Poe was not making any mix the day they needed a final small amount. Larry Hunt mentioned Burt Souders inquiry about the hole up near his driveway. Larry talked with Perry and Perry will look at it. Larry said it's right where the pavement comes into V. It's a very small area in front of his driveway over the brink of the hill north to his garage, down from the old bus garage. When the street was paved once it was at an angle. The next time it was paved straight on. Perry said it was a goofball thing done by Progressive. It has gravel in it but when the busses and garbage truck hit it, it pushes gravel into the driveway. If Perry had known about the problem when he was doing patching he could have taken care of it. He's not convinced cold mix will do it. He will look at it more closely tomorrow.

NEW BUSINESS:

1. Resolution 2010-20 – Adoption of Spill Prevention and Response Plan: It was confirmed this proposed plan was approved by the Department of Ecology and would allow the town to haul its own biosolids. Perry Brown said the town would need to decide which way to go. If Barr Tech comes they will take all the town's bags. If the Perry hauls, the town's bags come back. Perry explained the town has the old system of bagging. You buy bags to put on the shoot. Mayor Pfaff suggested Perry haul the biosolids so the town can get the bags back and then decide for the future. Perry estimated it would take him 2 trips and Barr Tech 1 trip. The mayor said that was okay as he didn't want to pay for bags. Perry estimated there were about 22 totes out there right now. Larry Hunt **MOVED** to adopt Resolution 2010-20 adopting a Spill Prevention and Response Plan. Rob Watkins seconded the motion and the motion carried unanimously. Perry said he needs to talk with Palouse and see what they do with theirs. Mayor Pfaff noted that Rusty Jamison will take the biosolids if we have more time to get the permit. We have to test our soil and his soil, etc. Perry Brown noted some of the testing is done.

Old Business:

1. Garbage Can Upgrade: Mayor Pfaff confirmed the price of regrind garbage cans costs more than new cans, so he's now back to going with the new ones. He said he would need to get a hold of the outfit that will do the retrofit and make sure they can get it done between Tuesday through Friday. Larry Hunt suggested trying to nail down Tuesday through Friday or the town would have to consider putting off collection for a day. Perry Brown said in the past, when there was a fire, the town rented a truck from Empire Disposal. Mayor Pfaff asked Perry to check with Empire on the price.

2. Ordinance No. 387N – Budget Amendment Street Fund/Street Reserve Fund: Mayor Pfaff talked about needing to amend the street budget with a \$5,000 transfer from reserves to cover the month until get

the rest of the tax money in November. Tim Southern **MOVED** to adopt Ordinance No. 387N amending the 2010 budget – Street Fund and Street Reserve Fund. Larry Hunt seconded the motion and the motion carried unanimously.

3. Public Works Assistant's Salary: Mayor Pfaff explained he had been reviewing the budget for Dave's position and discovered Perry's wage is drastically low. He earns \$29,000 a year while the comparable is \$36,000, which is embarrassing. He did the math, suggesting a raise to \$34,000 October 1st and a raise to \$36,000 January 1st. The \$34,000 raise would require an increase of \$316 in Current Expense, \$1200 in Streets, \$1,400 in Water, \$260 in Sewer and \$1,600 in garbage. Larry Hunt noted the town is so far behind on a state scale, if we want to get someone and entice them enough to stay around. Larry Hunt **MOVED** that the Public Works Assistant's salary be raised to \$34,000 effective October 1, 2010. Daymon Marple seconded the motion and the motion carried unanimously. Annie Pillers said she would have a resolution to that effect at the next council meeting. Andrew Flodin left the meeting at 7:42 PM.

4. Public Works Superintendent Salary/Position Selection: Mayor Pfaff said the state comparable for Dave's position was \$46,000. He was recommending a salary of \$42,000 to \$46,000, based upon qualifications. Larry Hunt was comfortable with that and Tim Southern agreed. Council consensus was the new public works superintendent salary should be between \$42,000 to \$46,000, based upon qualifications.

Mayor Pfaff asked the council if they wanted to go through the public works superintendent resumes by committee or full council. If done as a council, there is flexibility to recess the council meeting until another date and meet to review applications. Larry Hunt said he would like time to read through them but on the other hand said his question was that the Mayor hires and fires. Council agreed it would be best, as a council to review the applications, with each council member selecting his top ten. It was suggested this meeting be recessed until Monday, September 13th. It was further agreed, after review of the applications, the number of candidates to be interviewed would be decided at that time and that Perry Brown should participate in the selection and interview process. Larry Hunt asked how much emphasis or weight would there be on living in town or a certain amount of time to respond for an emergency. Mayor Pfaff said they needed to be within the Oakesdale-Palouse area, 11 to 15 minutes away. Brian Conklin agreed especially with winter time and snow plowing. Perry Brown said it was 20 minutes when he applied for his job.

APPROVAL OF CHECKS/VOIDED CHECK REGISTER: Andrew Flodin **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 final payment to M&L for the 5% retainage on the 2nd Street Waterline was paid between council meetings.

Check Register #9616 Claims \$18	#9617- 9618 Payroll: \$5,795.58	#9619 Claims: \$5,684.27
#9620-#9626 Payroll: \$3,924.16	#9627-#9648 Claims: \$69,667.89	TOTAL: \$85,089.90.
VOID #9613 \$36		

McGregor Late Fee: Mayor Pfaff explained McGregor's had called about waiving their late fee due to a missed payment and that he did not authorize waiving the fee. Council agreed with the mayor's decision not to waive the late fee.

ADJOURNMENT: Rob Watkins **MOVED** to recess the meeting until Monday, September 13th at 6:30 pm. Daymon Marple seconded the motion and the motion carried unanimously. The meeting was recessed at 7:50 PM.

**Town of Garfield
TOWN COUNCIL MEETING MINUTES
September 8, 2010 Meeting Recessed to
September 13, 2010**

CALL TO ORDER: Mayor Jarrod Pfaff called the meeting to order at 6:36 p.m.

ROLL CALL: Jarrod Pfaff, Larry Hunt, Daymon Marple, Tim Southern and Rob Watkins. Staff – Public Works Assistant Perry Brown; Clerk/Treasurer Annie Pillers.

REVIEW OF PUBLIC WORKS SUPERINTENDENT APPLICATIONS: Council reviewed the public works superintendent applications provided by the Mayor. The following candidates were selected for initial interviews:

William Bowman
Steve Finkbeiner
John Harris
Chad Hawkins
Thomas Swenson

Council discussed how close to town the individual would need to live. The mayor indicated no farther than Oakesdale or Palouse. Council agreed within a year of hire, the individual should live within the Oakesdale/Palouse area. Perry Brown noted during snow season, he could always call the individual and let him know he needed to come in.

Council briefly talked about the current 6-month probationary period and whether there should be some requirement that the individual has to stay with the town for a certain period of time. No action was taken on this.

The mayor asked council to provide him any questions they would like to ask during the interviews. It was suggested council reconvene on Tuesday September 21st at 5:30 PM with interviews starting at 6:00 PM.

ADJOURNMENT: Larry Hunt **MOVED** to recess the meeting until Tuesday, September 21st at 5:30 PM. Daymon Marple seconded the motion and the motion carried unanimously. The meeting was recessed at 7:20 PM.

**Town of Garfield
TOWN COUNCIL MEETING MINUTES
September 8, 2010 Meeting Recessed to
September 21, 2010**

CALL TO ORDER: Mayor Jarrod Pfaff called the meeting to order at 5:30 p.m.

ROLL CALL: Jarrod Pfaff, Larry Hunt, Daymon Marple, Tim Southern and Rob Watkins. Staff – Public Works Assistant Perry Brown.

GUESTS: William Bowman, Thomas Swenson.

PUBLIC WORKS SUPERINTENDENT INTERVIEWS:

Council interviewed Thomas Swenson.
Council interviewed William Bowman.

ADJOURNMENT: Larry Hunt **MOVED** to adjourn the meeting at 7:25 p.m. Daymon Marple seconded the motion and the motion carried unanimously.

Jarrod Pfaff, Mayor

ATTEST: _____
Annie Pillers, Clerk/Treasurer