

Town of Garfield
TOWN COUNCIL REGULAR MEETING MINUTES – Final Draft
January 12, 2011

CALL TO ORDER: Mayor Jarrod Pfaff called the meeting to order at 6:59 p.m.

ROLL CALL: Jarrod Pfaff, Andrew Flodin, Larry Hunt, Sharon Schnebly and Tim Southern. Staff – Public Works Superintendent Bill Bowman (7:11), Fire Chief Chris McCully, Police Chief Jerry Neumann and Clerk/Treasurer Annie Pillers. Absent: Daymon Marple
Guests: Port of Whitman Joe Poire, Chuck Petras.

INTRODUCTION OF GUESTS:

Joe Poire, Executive Director with the Port of Whitman introduced himself to council. He briefly outlined the fiber optics project they have been working on at the port. The project is part of a statewide network and involves 12 other partners. The project builds a fiber optic line from Clarkston to Spokane, with a section running through Garfield. Joe provided council with an aerial map showing the route through the Garfield. There would be 2 spurs running off the main line to serve the medical clinic and the library. The main line would run along the east side of SR 27 and the south side of Main Street, with the spur line to the clinic on the north side of California and the west side of 3rd Street and the spur line to the library in the alley next to JE Love's. Joe said if things worked out there could be access later on, aerial build on poles. He noted the Port was asking for a franchise like they have with the City of Pullman. Tim Southern asked if the service would be extended to the school. Joe confirmed this was not in the original plans. There was discussion of whether a public hearing would be required before the franchise was approved. Joe said the Port would like to put the project out to bid in the next couple of weeks, do the engineering in March, with the project in April or May. If they have not heard from the town by May 1st they will have to design around the community. He estimated it would take one day to get through Garfield.

Joe confirmed the cost to the carriers would be .02 per foot per strand - \$200 a mile. \$130,000 to \$170,000 to lease the whole segment with 2 strands. He estimated to buy 100 mg and lease little tiny spurts (to get on the backbone) would be maybe \$800 a year plus bandwidth with somebody. Mayor Pfaff said he would run the franchise agreement by Stephen Bishop first. The mayor asked who would maintain the line. Joe indicated this would be contracted out. Joe said the line runs North after Oakesdale, goes to Rosalia on Old Hwy 195 to Spangle, Watt Rd, Smythe Rd into Marshal, Spotted Rd by the Spokane Airport and then drops down. Tekoa is fed off of Oakesdale, Tekoa to Plumber. EWU and Cheney would be on it, 2 community colleges and 3 universities. Mayor Pfaff asked which towns the port currently serves beside St. John. Joe indicated St John, Colfax, Pullman, Endicott, McGregor, and Port of Wilma.

Joe Poire left the meeting at 7:16 PM.

APPROVAL OF MINUTES: Larry Hunt **MOVED** the minutes of December 17, 2010, Regular Meeting. Andrew Flodin seconded the motion and the motion carried unanimously.

POLICE REPORT: Police Chief Jerry Neumann provided council with the December 2010 activity log, noting it had been a quiet December. The department resolved a couple of issues in town, misuse of a snowmobile. Chief Neumann distributed proposed Park Rules "Rules of Conduct" for signs to be posted at the park. The intent would be to post them on a 2' x 3' sign. The rules would cover any enforcement action that could be taken. He noted a couple of the rules were redundant. He would add language "a full reading can be obtained at town hall." He confirmed enforcement would be progressive such as removal from the park for one day, then a week, then 6 months, and a year. Sharon Schnebly asked if the department was just trespassing them. Chief Neumann noted they would arrest on state law stuff and that Section A refers to federal and state law, so they still stand on their own. Chief Neumann was working on getting a sign made to be installed in the spring. He would be contacting the Department of Corrections for a price. He recommended two signs – one at the bathrooms and one on the other side of the park. Council was agreeable to a 2' x 3' sign.

PUBLIC WORKS REPORT:

1. WWTP The facility is up and running. The second pump was wired in and it seems on par. There was a new problem with the generator battery discharging. An automotive battery charger was hooked up. The generator did not come on Monday and the battery was completely dead. Mayor Pfaff asked where Eric was on the VFDs. Bill confirmed he got one price back from Strom on the VFDs and installation. He is still waiting for other prices. One company knows about the telemetry. Mayor Pfaff said to get a hold of Eric, noting the rough budget was \$10,000.

2. Manhole Inserts Bill has been checking out a new company that seems to be getting right on it. They will send out two of them. He noted the plastic ones won't fit. There is a very tight clearance. They would have to be perfectly manufactured to fit. They are a \$110 a piece for stainless steel plus shipping and tax with at least 6 needed. Bill said he watched snow and slush run right down the street into the manholes. Mayor Pfaff suggested he go with 15 manhole inserts. It was agreed the stainless steel inserts would be better as the plastic version would crush anyway. Council approved a purchase of 15 inserts. .

3. Snow Plowing no bad feedback.

4. Welder/Tools Bill saw a 252 Welder 1500 on Craig's List but it sold. He has been ordering some other tools. A brand new welder was \$2,047. Larry Hunt asked about the tool prices and how much was left in the budget. Mayor Pfaff estimated about \$400 left. \$4,000 this year plus \$2,000 for the welder. It was recommended going through Oxarc, Norco or A&L. Tim Southern **MOVED** to allow for the purchase of a welder for \$2,300 using the town credit card or a check if needed. Larry Hunt seconded the motion and the motion carried unanimously.

5. Vehicle Maintenance / Replacement Truck Mayor Pfaff asked about replacing Dave's old truck. Bill confirmed nothing has been done with it and there is no fuel pump. Larry Hunt said that could be replaced. In the past there was discussion of getting something that the town could put a snow plow on. Mayor Pfaff told Bill to figure out what they wanted. Bill said he did not know if the town needed it. He said the town could save money now and use what it has, maybe later move on it if needed. Larry Hunt noted the F350 and Dave's truck carried a lot of parts and tools. Surplusing the vehicle was recommended, but it was suggested a fuel pump be installed to make it more marketable. The value was estimated at \$200. Larry Hunt **MOVED** to surplus the 1990 Chevy Pick Up. Tim Southern seconded the motion and the motion carried unanimously.

6. Garbage Truck Retrofit Mayor Pfaff asked Bill to check into scheduling a spare garbage truck from Empire while the town's truck was retrofitted. The company thought they could do the retrofitting in one week, if they get it on a Tuesday morning. They need a week's notice before bringing the truck in. For scheduling, Tim Southern recommended Bill plan on it taking two weeks. Bill would contact Empire Disposal to see what they would charge for use of one of their trucks.

7. Sanding Gravel/Sander The town stockpile for sanding gravel is about out. One truck load is about 15 ton. 12 or 15 tons lasted about 2 winters, however it was noted the town didn't have the sanding truck then and had to hand shovel. It was agreed ¼ chips would be best rather than ¾ minus.

8. New Garbage Cans / Drop-Off Recycling Mayor Pfaff asked about where the town would store 300 trash cans. There was not enough room at the recycle shed. Both JE Love and McGregor's would be contacted about possible storage. Tim Southern asked if it would be cheaper to put in a big huge 20 yard bin or rollable dumpster, noting the small bins are always overflowing right now. Mayor Pfaff noted the cardboard has to be bailed and the general recyclables sorted. Bill Bowman would contact the scrap hauler and let him know the trailer is full again.

9. Grader Bill confirmed the brakes are out on the grader and it is dangerous. After one pump you lose the brakes. It's about \$1,547 for a master cylinder. Bill thought it looked a lot like a 1964 Ford F150 master cylinder. He has the part number and will check with Jones. He said the brake is all that makes it unsafe. It does a good job of peeling ice/snow off the streets. He has used it on 10th Street.

NEW BUSINESS:

1. Resolution 2011-01 – Adopting Greenhouse Gas Emission Policy: Mayor Pfaff presented the greenhouse gas policy needed for the fire station grant. The policy helps to cut down greenhouse gas emissions. Larry Hunt **MOVED** to adopt Resolution 2011-01 adopting a greenhouse gas emission policy. Andrew Flodin seconded the motion and the motion carried unanimously.

2. Option to Purchase Real Estate: The mayor reported the town has an exclusive option to purchase the proposed site for the fire station. The owner nets \$20,000 and the town is in charge of all closing costs. The current option lasts until 2013 but it could likely change to 2011. Mayor Pfaff was recommending getting an option signed and go buy the ground. With a \$40,000 loan over 10 years, it would be \$4,000 a year. He noted for the grant, its better the town owns it. He did not have high hopes of getting the grant this year. He said this was the last piece of ground in town big enough. Sharon asked if the town knew this is where they wanted it to go. Tim Southern said it was about only place the town wanted it to go. Mayor Pfaff noted so far it's passed the historical review. He said if the town doesn't have the station in 10 years that council can sell it. Tim Southern said there was a plus side to having the land. It takes 4 years to try and get a grant. If have the land, that makes it that much easier and better. It was noted if the town didn't build a fire station there; the town would still have possible uses such as a shop, recycle center, community center. Larry Hunt asked about an option through the end of 2012 which gives the town another year. He said he preferred that option. He was not as interested in jumping on it right now if the town could get an option for 2 years. Sharon Schnebly asked about seeing what the grant does. Mayor Pfaff agreed to see if the option could be changed to 2012. Tim Southern asked about the loan versus outright ownership. The mayor said he preferred the loan because interest was dirt cheap and the loan was better for cash flow. The mayor confirmed the other place looked at had too much railroad right-of-way. This would require going back to the original landowner and tracing ownership lineage.

3. Resolution 2011-02 – Authorizing Submission of CDBG Grant Application: Mayor Pfaff reviewed Resolution 2011-02 authorizing submission of the CDBG grant request for \$580,000 for the fire station. The cost estimate was now \$441,000 plus \$30,000 for infloor heat with 12% for engineering. Eric estimated water and sewer at \$50,000. \$40,000 would be used for the match with the town doing the work and paying for the pipe. Andrew Flodin **MOVED** to adopt Resolution 2011-03 authorizing submission of CDBG Grant Application to the Department of Commerce for Construction of a Public Safety Building. Sharon Schnebly seconded the motion and the motion carried unanimously.

4. Ordinance No. 396N – Adopting Amended 2011 Budget: Mayor Pfaff presented council with an amended 2011 budget. Andrew Flodin **MOVED** to adopt Ordinance 396N adopting the 2011 Amended Budget. Sharon Schnebly seconded the motion and the motion carried unanimously.

5. 2012 Street Levy Ballot Measure: Mayor Pfaff asked council their preference on when to run the street levy ballot measure, April 26, 2011 or August 16, 2011. It was noted if April was selected, there would still be the option of the November ballot. Annie Pillers confirmed the November ballot resolution is due August 16th, the same day as the August election. No final results would be known at that time. She would check to see if a resolution adopted on August 16th could be rescinded if the August ballot measure passed.

6. Planning Commission Member Appointments: Mayor Pfaff presented proposed Planning Commission member terms from Tammy Howard, noting they were staggered. He said he was content with the appointments. Andrew Flodin **MOVED** to appoint the proposed slate of planning commission members as read by the Mayor. Sharon Schnebly seconded the motion and the motion carried unanimously

Paul Hendrickson	2nd Monday of January, 2011
Phil Weagraff	2nd Monday of January, 2012
Tami Southern	2nd Monday of January, 2013
Tammy Howard	2nd Monday of January, 2014
Damon Vassar	2nd Monday of January, 2015
Kevin Pickron	2nd Monday of January, 2016

Larry Hunt **MOVED** to appoint Sharon Schnebly as the ex-officio member to the Planning Commission. Tim Southern seconded the motion and the motion carried unanimously.

7. Ordinance No. 397N – Amending Zoning Code: Mayor Pfaff presented the updated zoning code allowing for public buildings in all zones and correcting the minimum lot size for newly platted lots to 10,000 square feet in all residential zones. Larry Hunt **MOVED** to adopt Ordinance 397N amending the Zoning Code to allow public buildings as a conditional use in all zones and setting the minimum lot size for newly platted lots in R-1, R-2, and R-3 at 10,000 square feet. Andrew Flodin seconded the motion and the motion carried unanimously.

8. Delinquent Utility Account Policies: Annie Pillers updated council on a tenant who recently moved out but had a delinquent balance on her account. She was asking for the option to make payments of \$75 over 4 months. Council authorized the 4 month payment schedule.

FIRE DEPARTMENT REPORT: Mayor Pfaff reported for the fire station grant a survey was needed for the fire district and that the fire department was willing to do the survey. They would need approximately 120 surveys outside the town limits. Fire Chief McCully reported the department received a \$10,000 grant this last month for anything they want. It was for the Garfield FD from an insurance company. He got an email on December 28th. It looks good so far. Mayor Pfaff asked which insurance company. Chief McCully said it was Firefighter Insurance Group out of California. It was on a point system and the local rep wanted to give it to Garfield FD. The intent is to purchase turn outs with the money. Chief McCully noted 311 would be out of service in the next couple weeks for service. It will have bars welded on it and be powder coated.

APPROVAL OF CHECKS: Andrew Flodin **MOVED** to approve the following bills presented to council for payment. Larry Hunt seconded the motion and the motion carried unanimously.

2010

Check Register 12/16/10 #9784 Claims: \$92.54

Check Register 12/20/10 #9785-9791 and EFT EFTPS PR Taxes Payroll: \$7,300.92

Check Register 12/31/10 #9798; #9801 - #9818 and EFT DOR Excise Taxes Claims: \$15,254.53

2010 Total: \$22,647.99

2011

Check Register 1/5/2011 #9792-#9797 and #9799 Payroll: \$6,860.14

Check Register 1/7/2011 #9800 Claims: \$33

Check Register 1/12/2011 #9819 Claims: \$42

2011 TOTAL: \$6,935.14

INVESTMENT OPTIONS: Following up from the last council meeting on interest earning options, Annie Pillers updated council that State Bank Northwest transferred the town's funds back to public funds and the checking account will now earn .25% with all funds secured.

ADJOURNMENT: Larry Hunt **MOVED** to adjourn the meeting at 8:10 PM. Tim Southern seconded the motion and the motion carried unanimously.

Jarrold Pfaff, Mayor

ATTEST: _____
Annie Pillers, Clerk/Treasurer