

**Town of Garfield**  
**TOWN COUNCIL REGULAR MEETING MINUTES – Preliminary Draft**  
**April 13, 2011**

**CALL TO ORDER:** Mayor Jarrod Pfaff called the meeting to order at 7:02 p.m.

**ROLL CALL:** Jarrod Pfaff, Daymon Marple, Sharon Schnebly and Tim Southern. Staff – Public Works Superintendent Bill Bowman, Police Officer Brian Dentler, Fire Chief Chris McCully, and Clerk/Treasurer Annie Pillers. Absent: Andrew Flodin and Larry Hunt.

**GUESTS:**

**EAGLE SCOUT PROJECT:** Nathan Cocking updated council on his Eagle Scout project for a sports championship sign in town. His projected budgeted was \$872.11. He reviewed the design with council and confirmed he would be building one sign for the south end of town. He would have decals on both sides so it could be seen both ways. He was proposing stainless steel and expanded metal. Nathan spoke with WNI RR and was given permission to build anywhere except within 10 feet of the railroad track. Another sign could be built at a later date for another Eagle Scout project or senior project. Nathan Cocking left the meeting 7:10 pm.

**STREET VACATION REQUEST:** Roger Million and Chad Hawkins addressed council regarding vacating a portion of B Street near Harold Woodworth's place and Chad vacating a portion of C, D and Willow Street. They presented a plat map to council. Council reviewed the street vacation policy ordinance and resolution with Roger and Chad and gave each a copy. It was noted a value would have to be determined for the land. There was no opposition expressed to closing the street. Roger and Chad would come back with the required documents. They left the meeting at 7:25 pm.

**POLICE REPORT:** Police Officer Brian Dentler updated the council that March had been a quiet month. He provided council a copy of the new park signs, noting they will include the town logo. They were re-sized to 3 x 2 and would cost \$295 for two signs. After review, council suggested the two sentences in the 2<sup>nd</sup> to last line become one sentence with a comma separating them. The revised sentences would read "Exercise equipment to be used by persons 12 years of age and older, unless accompanied by an adult over the age of 18." Council also discussed the public nuisance ordinance and a possible violation in town. Officer Dentler would follow up on this matter. Officer Dentler left the council meeting. Officer Dentler returned shortly and confirmed he had made contact regarding the nuisance. The individual was given 2 weeks to clean things up and was agreeable to doing so.

**PUBLIC WORKS REPORT:** Bill Bowman reported:

1. Roller Carts – garbage collection went very well with the new roller carts. It was definitely a bonus not having to manually pick up cans.
2. WWTP – both pumps are on manual right now.
3. Town Clean Up – went very well with 3-3/4 garbage trucks worth of trash collected.
4. I&I – 4 of the storm drain manholes were sealed off. When there is not rain there is still inflow. The mayor suggested getting the camera and checking the culvert at 2<sup>nd</sup> and California. Bill agreed this was the time to check things out.

**OLD BUSINESS:**

**1. Ordinance No. 399N – Port Fiber Optics Franchise:** Mayor Pfaff presented Ordinance No. 399N, granting a nonexclusive telecommunications franchise to the Port of Whitman and other matters properly relating thereto to council for the first reading. Tim Southern said this ordinance was written by Stephen Bishop and was a better one. If there were problems, the Port would have to pay for it. Ordinance No. 399N would be presented at the next council for consideration and adoption.

**APPROVAL OF 1<sup>ST</sup> QUARTER 2011 ADJUSTMENT REGISTER/1<sup>ST</sup> QUARTER 2011 FINANCIAL REPORTS, 3/31/11 TREASURER'S REPORT AND CHECKS:**

Daymon Marple **MOVED** to approve the 1<sup>st</sup> Quarter 2011 Adjustment Register, 1st Quarter 2011 Financial

Reports, 03/31/11 Treasurer's Report and the following bills presented to council for payment. Sharon Schnebly seconded the motion and the motion carried unanimously.

Check Register #9908-#9915 Payroll: \$7,214.00

Check Register #9916-#9940 Claims: \$28,177.70 TOTAL: \$35,391.70

**ON-LINE UTILITY PAYMENTS/DIRECT DEPOSITS PAYROLL:** Annie Pillers updated council that she had been working with State Bank Northwest for on-line utility account payments and also for direct deposit of payroll. The bank would not be charging any fees. There were two standard bank documents that needed to be signed by the Mayor to start the next step. BIAS would have to do some programming for the on-line and direct deposits to be made. Tim Southern **MOVED** to approve on-line utility payments and direct deposit payroll and authorized the mayor to sign the necessary bank documents. Daymon Marple seconded the motion and the motion carried unanimously.

**NEW BUSINESS:**

**1. Resolution 2011-06 – Canceling unexpended check:** Tim Southern **MOVED** to adopt Resolution 2011-06 authorizing the clerk to cancel unexpended payroll check No. 9755. Sharon Schnebly seconded the motion and the motion carried unanimously.

**2. Port-a-potties for Unmanned Fuel Facilities:** Daymon Marple expressed his interest in seeing an ordinance that requires unmanned fuel depots to have port-a-potties. He confirmed talking with Busch in the past. Recently they did repair the backlight issue on the pumps and had the area plowed.

**3. Yard Vacation:** Tim Southern expressed interest in having the town vacating a portion of his yard. He got approval to put a fence up many years ago. There is a portion of his land that no one can determine ownership.

**DAYCARE:** Mayor Pfaff discussed recent progress on the daycare project. Neither the town nor the church has been able to get any grants. He estimated the contractor renovation work to be between \$40,000 and \$45,000. The mayor proposed the town contribute money to the PDA for the project. He further suggested the town consider getting a loan for the amount contributed to the PDA to keep the town's reserves at their current level. He said using the 2008 budget figures, the town could pay the loan back so with the 2011 budget; the town should still be able to make the loan payments. The mayor clarified he was not proposing the PDA pay any money back. Rather the town would make a straight contribution to the PDA for the project and that the loan would be used to keep the town's reserves, not using cash. He said the interlocal was still being drafted. The board would include 2 from the school, 2 from the town, 1 from the daycare and 1 from the church. He noted it was easier for the church to operate the daycare and that their insurance was very cheap. The mayor said he was asking for council approval on the loan, but that he would not get the loan yet, waiting until needed. Tim Southern **MOVED** that the mayor be authorized to get up to a \$50,000 loan if needed. Daymon Marple seconded the motion and the motion carried unanimously.

**FIRE DEPARTMENT:** Fire Chief Chris McCully confirmed talking with commissioners about the air compressor and splitting the cost. Their thought is that they have to buy a generator for \$1,000 because the existing generator is shot. It was agreed the town will pay for the air compressor. The town and rural will each be buying turnouts. The commissioners proposed knocking out the back wall of the station for more room, moving the community center. They also said they would like to see the town and district meet twice a year.

**ADJOURNMENT:** Tim Southern **MOVED** to adjourn the meeting at 8:11 pm. Sharon Schnebly seconded the motion and the motion carried unanimously.

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Jarrod Pfaff, Mayor

ATTEST: \_\_\_\_\_  
Annie Pillers, Clerk/Treasurer