

**Town of Garfield**  
**TOWN COUNCIL PUBLIC HEARING AND REGULAR MEETING MINUTES – Preliminary Draft**  
**Town Hall – November 09, 2011**

**CALL TO ORDER:** Mayor Jarrod Pfaff called the meeting to order at 7:00 p.m.

**ROLL CALL:** Jarrod Pfaff, Andrew Flodin, Larry Hunt, Daymon Marple, Sharon Schnebly, and Tim Southern. Staff – Public Works Assistant Perry Brown, Police Officer Brian Dentler, and Clerk/Treasurer Annie Pillers.

**GUESTS:** Cher Curtis and Cathie May.

**PUBLIC HEARING – 2012 PRELIMINARY BUDGET:** Mayor Pfaff opened the public hearing at 7:01 PM and provided copies of the 2012 Preliminary Budget. He noted Fund 401 has a loss in it. He has been looking at the figures and the sewer property insurance is up \$3,000, diesel is up \$3,000. The WWTP is expensive to operate now that it operates. Water revenues look low. Talking with BIAS, one the reasons is how payments are applied when late. If a payment is missed for October and November, and a \$70 payment is made in December, garbage is paid first, then sewer second, the water. The estimated late water payments total \$3,000. This is also the 3<sup>rd</sup> year the water rate is \$1 low. Additionally, the mayor said he is comparing this year's costs versus last year's cost as to what the new normal is. Daymon Marple said the town has plugged a lot of water leaks. It was estimated the landfill dump fees will go up by \$2 in 2012. Perry Brown indicated it goes up progressively every year. There costs have increased for diesel and hauling it to Arlington. Mayor Pfaff said this is still the preliminary budget and it will change but it gives council an idea of where the town sits. He said Current Expense isn't too bad and Streets is holding its own. 401 is the guessing game still. Tim Southern said there were still 2 months left. He recommended trying to estimate as best as possible now but the council really wouldn't know until about February or March how accurate the year was prior. He noted water is still \$1 low and the percentage increase takes awhile to kick in. He recommended watching it for now and if have to, consider doing a budget amendment in the middle of next year. It was noted the town was hit with a lot of expenses at the WWTP but it had to be done. Tim Southern also noted the rate figures were based upon costs before the treatment plant was fixed. He said if the town has to redo the figures in 2 years it will. Larry Hunt noted the fuel prices are a big factor now. The plant wasn't using as much fuel before but now since its working, it's a factor. Perry Brown said once the sludge is removed and it cycles through, feeding the digester will create some of its own heat and need less fuel. Mayor Pfaff closed the public hearing at 7:11 pm and opened up the regular council meeting.

**APPROVAL OF MINUTES:** Larry Hunt **MOVED** the minutes of the October 26, 2011, Regular Council meeting be approved. Andrew Flodin seconded the motion and the motion carried unanimously.

**POLICE DEPARTMENT:** Officer Brian Dentler provided council a copy of the October 2011 Activity Log. There are still lots of fraud complaints. Officer Dentler reported a recent problem had been resolved. Perry Brown asked the department if they could make contact with the owners of the trailer parked on 3<sup>rd</sup> Street behind the fire truck, asking that it be removed for snow removal purposes. Officer Dentler said he would do so. Officer Dentler confirmed he had not followed up on a recent request from council about a living situation on the edge of town. He apologized and said he would do so. Council discussed possible use of the drug task force in town. Officer Dentler would follow up on this. The issue of keeping roosters and chickens in town was discussed, including numbers and noise. Officer Dentler had not had any recent complaints. Officer Dentler left the meeting at 7:23 pm.

**PUBLIC WORKS REPORT:** Perry Brown reported:

1. **WWTP:** Perry said he met with Bill this afternoon and he is back on a very part-time basis on light duty. Bill will be following up with Barr Tech on the sludge removal. Perry said he thought the plant would run more efficiently with the new boiler helping and the unit making its own heat. He provided council the quote from Pump Tech on a spare pump - \$4,570.72. Mayor Pfaff noted this would come out of reserves.

Perry confirmed there is only one dealer in the area for this type of ABS pump. He said the dealer assured him this was a much more efficient pump and would use less electricity, especially with the variable frequency drive motors. He also confirmed the designed was adapted to be used with a single rail drop system that the town has. He said it takes 4 to 6 weeks to get a pump. Perry clarified upgrading all the pumps to the newer style would be very costly and include removal of concrete, etc. He said the ABS pump was needed to ensure consistency with the other umps. Council acknowledged waiting 4 to 6 weeks for a replacement pump would be too long. By council consensus Perry was authorized to purchase a spare ABS pump this year. Perry noted numerous large dams built by beavers on Silver Creek impacting the efficiency of the WWTP pond. The clerk was asked to check about permits to clean out Silver Creek.

2. Snow Removal Preparation: The orange truck is now up and running and ready for hauling snow if needed.

3. Street Signs: Perry asked for clarification on placement of the directional street signs, noting the replacement placement of a sign at 8<sup>th</sup> and Union. It lists the 200 block. He said Main is the 0 block, California the 100 series, etc. Council confirmed this was correct and the 300 series would be on the other side of the street.

4. Park: Perry would be taking down the “open” restroom sign and putting up the “closed” sign. He would also be picking up the leaves in the park.

### **OLD BUSINESS:**

1. AWC Loss Control Grant: Annie Pillers updated council on the estimated cost of \$1,800 for the park surveillance equipment. Erin Henrickson offered to install the equipment and when reviewing the project recommended upgrading the 500 gb hard drive to 1 tb and increasing the cable from 500 feet to 1000 feet. He had also determined the cameras could all be placed within the park eliminating a line going across the street. Perry Brown had recommended installing the lines underground. Annie said she was still waiting on First Step for their figure on the remote access and if there would be any monthly fee charged. Larry Hunt offered to donate his time and equipment to do the trenching. Council consensus to approve the park surveillance equipment purchase of approximately \$1,800.

2. Park: Perry Brown confirmed the basketball lights timer is set to shut off at 10 pm. He would check it with the recent daylight savings change.

3. Railroad property: Larry Hunt relayed a recent conversation with Wes Griner and then Whitman County Commissioner Greg Partch. Wes had concerns about the condition of the railroad property. Commissioner Partch had offered to hand-deliver a letter to the railroad officials regarding the town’s position, if the town chose to write a letter. Larry presented a letter to council addressing the problems including the unkempt condition and the numerous noxious weeds. He noted the clerk had previously contacted the railroad on this matter, but nothing was done. Larry was asked about removal of the railroad cars and he noted they rent their lines out for storage. Sharon Schnebly indicated federal law allows the railroad to store railroad cars anywhere they want. Council signed the letter.

### **NEW BUSINESS:**

1. Police Services: Council discussed the police services being provided by the City of Palouse – the chain of command, follow-up, and communications. These matters would be addressed with Police Chief Neumann at the next meeting. Perry Brown left the meeting at 7:53 pm.

2. Resolution No. 2011-14 Personnel Manual Update: Mayor Pfaff reviewed the proposed updated personnel manual. The original version transferred hours on a dollar for dollar basis. The mayor was recommending this be updated to an hour for hour basis. Larry Hunt **MOVED** to adopt Resolution 2011-14 amending the personnel manual to allow for use of vacation and sick leave for shared leave on an hour-by-hour basis. Tim Southern seconded the motion and the motion carried unanimously.

3. Ordinance No. 410N – 2011 Budget Amendment: Mayor Pfaff presented Ordinance No. 410N amending the 2011 budget, adding hours for the public works relief position and another \$3,000 for WWTP M&R. Mayor Pfaff confirmed the purchase of the spare pump would be from reserves and nothing amend anything. Andrew Flodin **MOVED** to adopt Ordinance No. 410N amending the 2011 budget. Sharon Schnebly seconded the motion and the motion carried unanimously.

### **FINANCIAL**

1. APPROVAL OF CHECKS: Andrew Flodin **MOVED** the following bills presented to council for payment.

Tim Southern seconded the motion and the motion carried unanimously. Larry Hunt  
Check Register #10190 Claims: \$2,210; Spoiled Check #10191  
Check Register #10192-#10199 Payroll: \$7,186.15  
Check Register #10200 - #10216 plus DOR EFT Claims: \$12,448.28 TOTAL: \$21,844.43

Annie Pillers noted TIB grant funds for the 2<sup>nd</sup> Street overlay and 3<sup>rd</sup> and 4<sup>th</sup> Street chip seal would be coming in between council meetings and she would be issuing payments to Whitman County and Poe Asphalt.

**ADJOURNMENT:** Andrew Flodin **MOVED** to adjourn the meeting at 8:00 pm. Tim Southern seconded the motion and the motion carried unanimously.

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**Jarrod Pfaff, Mayor**

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