

Town of Garfield
TOWN COUNCIL MEETING MINUTES
April 9, 2008 - DRAFT

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

ROLL CALL: Jarrod Pfaff, Larry Hunt, Clark Johnson, John Kuehner, and Rob Watkins. Absent: Tim Southern.

Also present: Public Works Assistant, Perry Brown; Clerk/Treasurer Annie Pillers; Debbie Brown, Gale Eversole-The Boomerang, Jana Mathia -Whitman County Gazette, Joe Merry (left 7:15), Michael Rose.

APPROVAL OF MINUTES: Annie Pillers clarified the minutes of March 12, 2008, needed to be re-approved as the motion approving the minutes of February 27, 2008 was left out accidentally. Larry Hunt **MOVED** the minutes of March 12, 2008, March 26, 2008 and the Community Meeting of April 3, 2008, be approved as written. John Kuehner seconded the motion and the motion carried unanimously.

NEW BUSINESS:

A. May Days Vendors/Petting Zoo: Debbie Brown addressed the council about the vendor show to be held at the park. She asked about marking the park grass for the vendors to set up. Perry Brown suggested she use the water-soluble marking paint from the town to designate the different vendor sites. It was also suggested numbering each site. Perry noted that no vehicles were allowed in the park for risk of breaking sprinkler lines. Debbie also asked about a petting zoo. Mayor Pfaff asked Annie to call the insurance company about the petting zoo and let Debbie know.

B. Zoning: Michael Rose presented the council his proposed 2-story residence/attached garage. He noted the setback requirements in this zone don't provide enough area to build on an existing 50' x 100' lot. He also noted his living area would be split between upstairs and downstairs, rather than the entire 1000 square feet on the main floor. Annie Pillers reported speaking with Stephen Bishop and splitting the square footage between the two floors was not a problem. Mr. Rose understood he would need to apply for a variance with the Board of Adjustment in order to build the residence/garage. It was noted the Planning Commission was meeting on April 28th and likely Mr. Rose's variance request could be heard just prior to that meeting. Council discussed the current zoning standards for R-1 and the difficulty in new construction on existing lots. Larry Hunt **MOVED** the planning commission review the square footage requirement in R-1 revising the code to state that there be 1,000 square feet of living space. Rob Watkins seconded the motion and the motion carried unanimously.

C. Library District: Mayor Pfaff revisited the idea of annexing into the Whitman County Library District. He indicated the cost would be .50 per \$1,000 valuation and that the citizens would vote on the issue. He noted currently the town pays for library services from the existing town budget. Council discussed the pros and cons of annexation. John Kuehner was opposed because it was another tax increase for the community. Larry Hunt noted he was comfortable letting the citizens' vote on the matter for themselves. Larry Hunt **MOVED** that the proposal to annex into the Whitman County Library District be put before the voters. Clark Johnson seconded the motion and the motion carried unanimously.

D. Liquor License Renewal: Council spoke in favor of the annual liquor license renewal for Grumpy's Tavern. A letter of support would be sent to the Liquor Control Board.

E. Street Levy Property Taxes:

Mayor Pfaff reminded the council they had previously talked about whether the entire street levy should be split between the Street Fund and the Street Reserve Fund with transfers into the Street Fund as needed or if the entire street levy should go directly into the Street Fund, reducing the need for transfers from the Street Reserve Fund. Larry Hunt **MOVED** that the entire street levy proceeds go directly into the Street Fund. Clark Johnson seconded the motion and the motion carried unanimously.

F. Long Distance Phone Carrier: Annie Pillers talked about the current long distance service through Verizon at 15 cents a minute with a \$10 minimum per phone line. She proposed switching to either Andiamo or US Motion Telecom. She noted the rate with these carriers was 4.9 cents per minute with a \$3 minimum for all phone lines combined. Larry Hunt **MOVED** that based upon Annie's recommendation, the town switch long distance phone carriers to the provider of her choice. John Kuehner seconded the motion and the motion carried unanimously.

PUBLIC WORKS REPORT: Perry Brown reported:

1. Sidewalk Construction 2008 – Progressive Engineering is continuing to work with Dave to finalize the design. Some additional changes had been made, including moving the corners at Union and Second.
2. 2nd and Union Water Leak / Fire Hydrant – The leaded joints are falling apart, making this a major reconstruction. For now the repair will be done to the corner and most of the parts are in stock. The Mayor asked Perry to re-order all parts used.
3. Water Leak next to City Shop – The water line was replaced across California Street without having to cut the new pavement.
4. AWC Risk Management Inspection – The AWC insurance representative met with the crew and inspected the city buildings. For now the town has no insurance deductible. The representative left a report and a list of suggested items to address such as monthly inspection of the sidewalks, a rental agreement for the community center, etc. He also encouraged the town to apply for a \$1,000 2008 Loss Control Grant for the purchase of a flammable liquids container for paint and other combustible materials.
5. Recyclables – 2 loads (7,200 lbs) of scrap white goods was hauled away recently and there was no tipping fee.
6. Sweeper – The part needed to repair the sweeper arrived. The sweeper will be repaired and operational soon.
7. Gravel Road Maintenance - Mayor Pfaff asked Perry to fill in the potholes on the gravel roads, particularly the road along side Ed-Ka Manufacturing.
8. Chlorine Machine – The machine has not been functioning properly and will have to be changed.
9. Park Restrooms – The restrooms will be open for the season next Friday, April 18th.

MAYOR'S REPORT:

A. Street Signs: Mayor Pfaff asked Perry to have all the street signs straightened out by the end of the summer. He talked about his goal of having all the street signs and posts uniform, either all wood posts or all metal posts, with new updated, reflective signs. Perry agreed to check on prices for new street signs. Annie would follow up about the possibility of getting street signs at a reduced rate through the prison system. The mayor talked about possibly using recyclable proceeds for the street signs but did not have an answer yet from the auditor. The idea of submitting for street signs through the AWC Loss Control Grant would be explored too. Rob Watkins **MOVED** to increase the street levy by \$1,000 this next year to cover the cost of new street signs. Larry Hunt seconded the motion and the motion carried unanimously.

Water Plan: Mayor Pfaff explained the contract with Progressive Engineering was for \$35,000. Since the water study started the state rules related to water systems changed. This added to the engineering costs for the plan and Progressive has donated a portion of its work, however, the plan is still not complete. During a billing cycle in 2007, the rate went from \$35,000 to \$38,000. Mayor Pfaff talked about approving this increase but holding Progressive to finishing the project with no additional billing. Larry Hunt **MOVED** to increase the contract with Progressive Engineering from \$35,000 to \$38,000 for the water plan study. Rob Watkins seconded the motion. After further consideration by council, Larry Hunt withdrew his motion. No further action was taken. Mayor Pfaff would address the bill with Progressive.

Water/Sewer Hookup Fees: Mayor Pfaff reported on the hook up fees for surrounding communities. Colfax charges a flat \$1,000 for water and for sewer. Tekoa and Oakesdale both charge a flat \$100 for each. Palouse charges \$200 plus the cost of all materials (marked up) and a \$5 per foot fee to dig in gravel and \$25 per foot to dig through asphalt. Perry explained currently the town charges \$750 for water and includes a meter set at the property line and a 10-foot stub out. The sewer hook up is \$200 and includes one stick (roughly 22 feet) from the main. There was discussion of charging actual costs plus a percentage but it was felt this would be too difficult for contractors trying to quote a project. Council also discussed if the crew would be working past the property line. It was agreed the crew would not work beyond the property line. Perry noted meter prices are changing so rapidly right now, he did not have a cost. Perry recommended charging a flat \$1000. Perry did not think it would be very likely a water line would go more than 100 feet from the main to the property line. He would get prices from Ferguson and report back to council at the next meeting. Mayor Pfaff asked him to include prices for a 2" meter.

OLD BUSINESS:

A. Reader Board: Larry Hunt reported recent estimates for the electronic reader board ranged from \$12,000 to \$14,000. All agreed this was way beyond any costs the town could incur. Larry would continue to pursue business signs in frames.

APPROVAL OF WARRANTS/TREASURER'S REPORT: Larry Hunt **MOVED** to approve the following bills presented to council for payment. Rob Watkins seconded the motion and the motion carried unanimously.

Warrant Register: #8429-#8451 Claims: \$15,538.67 Payroll: \$4,921.26 TOTAL: \$20,459.93

Annie Pillers noted the Mayor had been given preliminary quarterly financial statements. Larry Hunt and Clark Johnson were appointed to the Finance Committee. They would meet with Annie to go over the financial statements and review the annual report before submission.

ADJOURNMENT: Larry Hunt **MOVED** to adjourn the meeting at 8:20 p.m. Clark Johnson seconded the motion and the motion carried unanimously.

ATTEST:

Jarrod Pfaff, Mayor

Annie Pillers, Clerk/Treasurer