

**Town of Garfield**  
**TOWN COUNCIL PUBLIC HEARING AND REGULAR MEETING MINUTES**  
**June 22, 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 Superintendent Bill Bowman, Police Chief Jerry Neumann and Clerk/Treasurer Annie Pillers.

Guests: Cher Curtis, Lisa Hampton, Eric Hasenoehrl, Alan Lewis, Cathie May, Joe Merry, Betsy Rawls, and Tami Southern.

**PUBLIC HEARING – 2012-2017 6-Year Street Plan:** Mayor Pfaff opened the 2012-2017 6-Year Street Plan Public Hearing at 7:00 PM and welcomed comment. It was suggested the Cleveland Overlay priority #6 be moved to priority #10 and renumber everything from there. Joe Merry addressed council, noting he was speaking as a citizen regarding a plan for 10<sup>th</sup> Street. He suggested paving the street from Main Street to at least the driveway past the Lewis house or all the way to Spokane Street. His explained his reason for this suggestion was road hazards – snow access for the police, fire and ambulance. He noted his appreciation for Public Work's snow removal in the area. He said if the road was paved this would cut down public work's time. Joe thought with his snow blower and Alan Lewis's blade they could do snow removal. Joe said he has some other proposals to make and he would do so later. It was noted there were two #5 priorities. Annie confirmed this was a typo and she would correct and renumber the projects accordingly. Larry Hunt suggested the 10<sup>th</sup> Street project be extended from Main Street to Adams Street rather than starting at Spokane Street. No additional input was given. Mayor Pfaff closed the public hearing at 7:06 PM and opened the regular council meeting.

Larry Hunt **MOVED** to adopt as revised, the 2012-2017 6-Year Street Plan, renumbering the priorities and extended the project limits for 10<sup>th</sup> Street. Andrew Flodin seconded the motion and the motion carried unanimously.

**INTRODUCTION OF GUESTS:**

**1. Transportation Improvement Board (TIB) Projects:** Eric Hasenoehrl and Lisa Hampton with Keltic Engineering update council on the TIB projects scheduled for this summer – the 2<sup>nd</sup> Street Overlay and the 3<sup>rd</sup> and 4<sup>th</sup> Street chip seal. Eric provided council with the preliminary engineering plans for 2<sup>nd</sup> Street and solicited input. He noted the preliminary plans reference the WSDOT standard plans. The 2<sup>nd</sup> Street project runs from Main St to Union St and includes grinding out the asphalt, going down about 3" and then putting 2" back to get more drainage. This fixes the existing drainage problem that runs across the sidewalk. Other bid items include mobilization, crack sealing, planing, asphalt mix, temporary traffic control (the plan is to close the street temporarily), grading of planing grindings (asphalt that is granular that sticks back together). Some of these grindings could be placed between California and Main at the drainage ditch or they could be paced somewhere else. It was suggested some of these grindings could be used on 10<sup>th</sup> Street. Eric noted TIB recognizes this type of work as asphalt preservation and grindings can be overlaid. The contractor would have to charge for hauling off these grindings if the town did not have a place to put them.

Eric estimated the work being done the 1<sup>st</sup> or 2<sup>nd</sup> week of August. He referenced the add alternate for 2 type 1 catch basins, next to the alley and on the east side of 2<sup>nd</sup> St. There was a question about existing pipe and if it goes under the alley or not. At bid time, the council could chose to accept or not to accept the add alternate work. Lisa confirmed TIB will cover minor drainage structures. It was note there are some soft spot removals necessary and maybe the county could do that. Bill would check into that. Bill asked about grinding instead of cutting. Eric said it would need to be dug down to sub-base and talked about something being amiss when you get alligating on the surface, either the sub grade is wet or there is not enough rock. Eric said it could be done after grinding but it's too close to the paving time. It could also be done before grinding. It was agreed the town would do the subbase/digouts. Bill asked if they were

lowering the manholes. Eric said no, they would crown it. He said the ADA ramps are the tricky part because of drainage and the water must flow out on both sides. Lisa confirmed they did not have a bid date yet and council agreed they could set that date once TIB completed the review. The project would be advertised for 2 weeks (the week of the 4<sup>th</sup> of July) and the notice to proceed could go out the first week of August. Eric estimated the project would take 10 days of work. As long as the project stays outside of the state right-of-way, there is no WSDOT review required. Currently the project does not go into state right-of-way.

Larry Hunt **MOVED** to accept the preliminary plans as revised and authorize going to bid contingent upon TIB approval. Tim Southern seconded the motion and the motion carried unanimously. Lisa Hampton and Eric Hasenoehrl left the meeting at 7:33 PM.

2. Pool Operations: Tami Southern and Betsy Rawls with the Garfield Parks and Recreation Board met with the council and discussed recent efforts to get the pool ready to open for the season. During this they discovered the heat exchange on the boiler had blown out. When Ackerman's come out to look at they discovered the whole boiler was broken. Over the winter water had been left in the boiler and it had expanded and blew out the boiler. The boiler had just been replaced about 3 years ago at a cost of \$15,000. Now 3 years later it has to be replaced again at \$10,250. Because it was not shut down properly and is now costing lots of money, the Board was looking at sharing the cost with the town at 50/50. This would be a complete replacement of the boiler.

Tami Southern noted the board has spoke with Matt at Ackerman's and has asked them to shut down the boiler this fall and service it again in the spring, then the town is not liable. Additionally the board will be working with the school on the rent and getting insurance. Daymon Marple asked if the town had enough reserves to cover this cost sharing. Mayor Pfaff reported Stephen Bishop confirmed the town is liable for the damage. Larry Hunt said whether the town is liable or not, this is the one activity that the town has always had for kids, noting what else is there and that the pool is heavily used. He agreed with getting professionals to take care of the boiler each year and the board getting insurance. Daymon Marple said he's always thought the pool was underutilized and should be used all year long. Tami Southern reported on other improvements made at the pool including replacing most of the concrete, getting rain gutters installed to avoid water eating away at the concrete. This year the board wanted to add a gate between the kiddy pool and the main pool but now they are out of funds this year. It was confirmed with this additional expense this year for the pool, the board will have enough money to pay the employees but will have to take a loan out from the county this August until they get their levy money in October. There was a suggestion made that starting next year, the park board pay directly the employee that does the pool maintenance, not the town.

Larry Hunt **MOVED** the town reimburse the Garfield Parks and Recreation Board for one-half the cost to replace the boiler. Sharon Schnebly seconded the motion. The motion carried with Tim Southern abstaining. Council talked about fronting to the parks board, their one-half of the boiler replacement cost at no interest until they get their levy monies in October. Annie Pillers indicated she was not sure the town could do such a loan and thought an interest free loan would not be possible, since the town has to pay itself interest if it does an interfund loan. Larry Hunt **MOVED** to provide the Garfield Parks and Recreation Board their one-half cost of the boiler replacement cost, interest-free until receipt of their levy funds. Sharon Schnebly seconded the motion. The motion carried with Tim Southern abstaining.

3. Concrete fill/debris: Speaking for Keith, Betsy Rawls said Keith is requesting any leftover concrete debris for the ditch next to their driveway. Council was agreeable to providing any concrete debris when available. Betsy Rawls and Tami Southern left the meeting at 7:45 pm.

4. Fire Truck Parked Downtown: Cher Curtis asked why the fire truck was parked downtown on 2<sup>nd</sup> Street. Andrew Flodin explained this puts the truck closer to the fire station, rather than behind town hall and allows for a quicker response by the firefighters if they need extra water. Also, if there is a problem with the truck being stuck, then the other firefighters at the station would know and could leave a firefighter behind to help out.

5. Park Enforcement: Cher Curtis relayed a recent situation where a mother and her kids had to leave the park because the language was so bad she couldn't stay there. It was confirmed the new park rule signs are up and now the rules can be enforced.

6. Clean-Up: Bill was complimented for doing a good job of clean up at the recycle/shop area and that the compost pile was looking better. It was noted the older chips at the compost pile can't be sold because there's dirt in them. Bill intends to distribute these chips around the site and that will improve the area and they will decompose better.

7. Garbage Bins Downtown: Cathie May thanked bill for placing the garbage bins downtown. Bill said he plans to label two as garbage, anticipating there will be more garbage than recycling collected.

**APPROVAL OF MINUTES:** Tim Southern **MOVED** the minutes of June 8, 2011, Regular Meeting be approved as written. Daymon Marple seconded the motion and the motion carried unanimously.

**POLICE REPORT:** Police Chief Jerry Neumann submitted to council the department's hours for the last 1-1/2 months. He said with May Days, the hours increased to 6 hours per shift. Larry Hunt asked about the department's policy for fireworks. Chief Neumann said only safe and sane fireworks were allowed and the policy was the same as the state policy. Larry Hunt asked about the legal dates for setting off fireworks. Chief Neumann said it was either the June 30<sup>th</sup> or July 1<sup>st</sup> until midnight of July 5<sup>th</sup>. He noted no bottle rockets or anything that goes up and then comes back down is allowed, as well as no fire crackers. Chief Neumann noted the Palouse website had some information on fireworks. It was agreed this information should be added to the Garfield website.

8. 10<sup>th</sup> Street: Joe Merry thanked council for putting 10<sup>th</sup> Street as #12 on the 6-Year Street Plan. He realized it was probably not getting blacktop this year. He talked further about safety issues and how the road turns to mud part of the year, head-on accidents almost occurring, and the problem with the corner at the bottom, especially if someone is coming down with a load of garbage. The speed limit is currently 25 mph. He asked council to consider digging it down a little bit and then put 100% gravel on it, oil it and roll it. He said people scream across the top and that causes problems at the bottom. He suggested 5 mph signs at the bottom and back at the top on Spokane Street and no-through traffic signs at both ends. Larry Hunt asked if there was lots of traffic on that road. Bill Bowman said the best solution was to use asphalt grindings. It's just as good as asphalt and is used on the state highways. Mayor Pfaff suggested a Kelly hump, one at each end. Another suggestion included one way only with a "do not enter" sign at the top end entering 10<sup>th</sup> Street. It was noted a "local traffic only" sign in Garfield would be interpreted as any Garfield resident having access. Sharon Schnebly suggested the town try the speed limit signs first.

**PUBLIC WORKS REPORT:**

1. Street Oiling Bids: Bill reported the streets have been swept. He presented council the street oiling quotes from Mort's Dust Control and Tak Petroleum. Both gave their quotes by square foot. Mort's was 5.8 cents for \$4,664.64; Tak Petroleum was 4.9 cents at \$3,552.50. Council discussed problems in the past with an insufficient amount of oil applied. Council asked how much product per square inch would be applied. Bill confirmed the quotes do not indicate the thickness of product to be applied. It was suggested the amount of product to be applied should be researched and the town should specify the measurement. Tim Southern **MOVED** to reject all bids. Daymon Marple seconded the motion and the motion carried. Not sure about amount applied.

2. WWTP Repairs: – repairs have been made at the WWTP. The boiler for the digester is problematic, it's not burning well and using more fuel than it should. Parts are no longer available for the boiler. Retrofitting the head is very common. Bill reported getting a good price for labor, installation, service, and the state inspection - \$3,200. He said it is 10 days out getting the boiler. Bill also noted the water softener appears to have not worked for a number of years. Carlson's Plumbing installed a new water softener. Bill said the plant has to have a water softener to treat water going into the boiler. The pumps have been swapped over to the right side. Bill needs to read upon on the book for the telemetry. There is one lead/lag left to do and the flappers for the influent pumps to be serviced. The electrical is done.

3. Water leaks: The Adams leaked was fixed. Bill said they would need to talk about the sidewalk. There is no water leak at Texas Neal's now. And the leak at the Adam's residence is fixed.

4. Maintenance & Repair: The signs have been installed at the park. Garbage/recycle bins were placed downtown. New faucets at the park bathrooms have been installed and should be more tamper proof.

5. Water quality: There have been some reports of gray water or gravel in the water. This is due to the recent fire hydrant flushing by the fire department and the filling of the pool. It should clear up.

### **NEW BUSINESS:**

**Resolution 2011-09 Special Market Conditions – Used Mini Excavator:** Bill talked about a possible upgrade on the backhoe to track equipment. He said newer equipment operates more efficiently. He suggested replacing the backhoe with a mini-excavator and getting a skid steer with bucket. Both pieces of equipment could be worked at the same time. The skid steer on tracks would be better for clearing snow. There are a number of auxiliary attachments including a snow blower. The backhoe could be traded-in or put up for sale. Bill thought a private sale would get more money. Larry Hunt indicated he was against getting rid of the backhoe, especially if the backhoe was not used for a trade-in. He said it would not cost to hold onto the backhoe and recommended keeping it for a minimum of one year. He further noted that 95% of the town's utilities are in the street and not on private property, with few things in the alley or on grass. He said he was against spending that kind of money right now - \$20,000 to \$25,000 apiece for new equipment. He noted there were 3 or 4 rental outfits within 35 miles of town to rent mini-excavators or skid steers if needed. He said it was a huge expenditure and it would be a terrible mistake to get rid of the backhoe. Tim Southern wondered if the town could do it financially if the backhoe is taken out of it, that's lots of money.

Bill Bowman addressed the pros and cons of the types of equipment. With the 2 tractors they can both be used at one time. The excavator goes 360 degrees. Bill said a skid street is 60% more powerful. Tim asked about a bigger bucket. Bill said you can retrofit it to a 1 yard bucket, the attachments are endless. Mayor Pfaff said the town would not want to own the attachments, but rent them. Bill agreed they are high wear items. Mayor Pfaff talked about financing the equipment purchase over 3 years. Larry asked if the purchase would come from reserves. The mayor confirmed 50% utilities reserve, 10% equipment reserve, 10% street reserve and 30% out of utilities equipment reserve. He said he would only want to do the purchase if the equipment could be financed. Bill said he had checked and financing was okay, but he was not sure about a balloon payment.

Bill talked about equipment specifications such as 1,000 to 1,200 hours or 5 years or less and warranting the power train for the first year. Sharon asked if both pieces of equipment would be needed. Bill explained the mini-excavator is for the digging part and the skid steer allows the material to be moved and push snow. Tim thought the new equipment might work better for the work around here for streets. He agreed, if the town was going to do it, he could see the point of keeping the backhoe for a year. Bill Bowman confirmed an 8500lb machine is not as strong as a backhoe. Larry Hunt said he was not against the idea, but he was against spending this kind of money right now when the backhoe is not broken. Bill confirmed he was comfortable using the backhoe. Larry suggested putting a thumb on the existing backhoe that stays on all the time. He could not see spending \$45,000 now and nothing is broke. He suggested renting equipment when needed and said the town could not afford to get rid of the backhoe. Larry said the new equipment would have to be trailered every time it was used.

Daymon Marple suggesting doing a little bit more research on the options. Sharon Schnebly agreed and if something needs to be rented now, do it. She talked about getting more dollar figures in front of the council – how much, use, etc. Council consensus was to postpone any decision on equipment purchases until further information can be obtained.

**2. PDA Interim Maintenance Funds:** Mayor Pfaff confirmed speaking with Stephen Bishop and funding for interim maintenance was appropriate. Tim Southern **MOVED** to approve \$2,000 to the Garfield PDA for interim maintenance. Andrew Flodin seconded the motion and the motion carried.

**3. Hazard Mitigation Plan:** Annie Pillers explained the county was updating the hazard mitigation plan

and the town had participated with the county 5 years ago when it was drafted. Larry Hunt **MOVED** that the town participate in the Hazard Mitigation Plan update project with Whitman County and that Annie Pillers be the town's representative. Sharon Schnebly seconded the motion and the motion carried unanimously.

**4. Chipper:** Council discussed the use of the chipper. It was noted Palouse and Oakesdale use it more than Garfield does right now. It was noted that Oakesdale had called and will not be using it as the chips aren't good enough. Larry Hunt noted the whole idea of getting the chipper was that the crew would get to the compost site before it got to the position it is now. Council agreed the temporary relief worker should go down there and chip it. It was suggested the town rent a skid steer and grinder head, estimated roughly at \$550 a day, and chip it. Larry Hunt thought it could be done in one day.

**APPROVAL OF CHECKS:** Larry Hunt **MOVED** the following bills presented to council for payment.

Tim Southern seconded the motion and the motion carried unanimously.

Check Register #10014-#10020 plus EFTPS EFT Payroll: \$7,912.30

Check Register #10021-#10028 Claims: \$7,117.21 TOTAL: \$15,029.51

**ADJOURNMENT:** Daymon Marple **MOVED** to adjourn the meeting at 8:44 pm. Andrew Flodin seconded the motion and the motion carried unanimously.

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**Jarrold Pfaff, Mayor**

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