

Town of Garfield
TOWN COUNCIL SPECIAL MEETING MINUTES – Preliminary Draft
Garfield Community Center
July 27, 2011

CALL TO ORDER: Fire District Chairman Roger Pfaff called the special meeting to order at 6:05 p.m.

ROLL CALL: Rural Commissioners – Jiggs Anderson, Roger Pfaff, and Alan Wride. Town Council - Andrew Flodin, Larry Hunt, Daymon Marple, Sharon Schnebly, and Tim Southern. Staff – Fire District Secretary Tammy Howard.

Guests:

Firefighters - Max Hathaway, Jon Olson, and Chuck Petras.
Community - Cher Curtis and Cathie May.

TOPICS DISCUSSED:

New Fire Station – several years down the road
Downsizing the Fleet
Co-operative efforts with neighboring Fire Departments
Joint Fire Board to improve communication
Status of current Fire Chief

ADJOURNMENT: The meeting was adjourned at 6:55 pm.

Town of Garfield
TOWN COUNCIL REGULAR MEETING MINUTES – Preliminary Draft
Town Hall - July 27, 2011

CALL TO ORDER: Mayor Jarrod Pfaff called the meeting to order at 7:05 p.m.

ROLL CALL: Jarrod Pfaff, Andrew Flodin, Larry Hunt, Daymon Marple (7:06), Sharon Schnebly, and Tim Southern. Staff – Public Works Superintendent Bill Bowman, Police Chief Jerry Neumann and Clerk/Treasurer Annie Pillers.

Guests: Cher Curtis, Cathie May, and Bert Souders.

NEW BUSINESS:

1. Park - Cathie May asked council about the current condition of the park - tables and benches need painting, the sprinklers aren't running, there are trees with major dead branches, limbs are hanging out over the path, weeds have been growing, the shelter needs to be fixed, the backdoor on the restrooms need to be painted overtop the graffiti. Larry Hunt agreed to contact Bill's Tree Service. Cathie asked that the leaves be picked up this fall. Perry Brown had to repair the bathroom door this last weekend due to vandalism. It was suggested the security camera system be installed in the park. It was agreed this was a priority and that the coax needed to be installed.

2. Service Signs – Cathie May noted the café signs were still up and commented how often people come into town to find the restaurant. She asked if the signs could be taken down. Mayor Pfaff asked to hold off on that as Daymon Marple with the PDA was working on some restaurant options.

3. Public Works Schedule – Council discussed the public works department 4-10 work schedule and the projects for this summer including mowing and weed spraying. It was agreed a specific mowing schedule needed to be established that included the entrances to town, town hall, and the park. Council consensus was to have the weed spraying contracted out to a professional service and awarded the work to Palouse Hills Lawn Care LLC. Larry Hunt abstained from this discussion and the consensus decision. Tim Southern suggested the town purchase a sprayer and do the work itself next year. Council discussed the 4-10 work schedule, acknowledging the crew was still getting in 40 hours a week, but not getting all the work done in 4-10 hour days. It was noted with garbage on Mondays, it really reduced things down to 3 days – Tuesday, Wednesday and Thursday, as the crew was sometimes only in for one or two hours on Fridays. Mayor Pfaff noted the intent with the new garbage carts was to eventually have an automated system with a new truck which would allow for one person to do the collection. The carts were purchased first because there's no need buying a truck without the carts. Right now the new carts still require 2 workers on the truck. Bert said he has had a problem with garbage (sacks, etc.) getting stuck in the bottom of the new roller carts and asked that the crew check the roller cart to see if everything was dumped.

4. Street Repairs – Bert Souders asked about repair of the street where the school buses come through near his place. Larry Hunt confirmed the town had talked about it last year and decided next time asphalt was in town, they would put some up there. This is a very small area where a small triangle piece was not paved and gravel won't stay. It's at the edge of the road and goes out about 3-1/2 feet on the east side. It was suggested some of the grindings be dumped in there. It was agreed this would be worth a try. Council suggested putting the 2nd Street grindings near Bert's place and on 10th Street.

5. Sidewalk Access – Bert Sounders asked who's in charge from the sidewalk to the street. Mayor Pfaff said the property owner is responsible to mow it and keep it straight. Bert noted the area when turning off the highway heading towards the school used to be mowed. It was noted this was not town right-of-way. Sharon Schnebly asked about the sight distance requirement to the corner. The sight distance is 15 feet back. Bert also noted a sidewalk area that was blocked by vehicles and equipment. Chief Neumann would follow up on this matter.

6. Junk Car Ordinance – Police Chief Jerry Neumann was asked about the junk car ordinance. He replied it was on going. Regarding a specific location, he confirmed the department has been assured the vehicles do run. According to the ordinance, to be considered a junk vehicle, they have to meet all 3 criteria. There was a question about whether the county health department could assist.

Police Department: Police Chief Jerry Neumann noted Officer Brian Dentler had attended the special council meeting. He asked if the monthly logs had been distributed and was told no. He said Officer Joe Merry has the monthly logs. Chief Neumann said things had quieted down and it has been quiet at the park too. Chief Neumann was asked to look into commercial truck parking on the northeast side of the park, especially with the community yard sale coming up on Saturday. It was thought there should not be overnight parking in that area and it has been off and on over the last couple of months. Mayor Pfaff said semi trucks have been asked to park downtown, at JE Love's and near the recycling center. He noted it was okay for semi trucks to park downtown, except during the plowing season.

OLD BUSINESS:

1. Resolution 2011-10 and 2011-11 – Authorizing the Purchase of Used Equipment Under Special Market Conditions: Mayor Pfaff noted about the recent discussion of purchasing a used skid steer and excavator and asked if anybody wanted to revisit the matter. Tim Southern **MOVED** to approve Resolution 2011-10 and Resolution 2011-11 authorizing the purchase of a used skid steer and used excavator under special market conditions. Andrew Flodin seconded the motion. There was discussion of allowing up to \$50,000 and anything over that the crew would have to come ask. Larry Hunt indicated he was still emphatically against this purchase. He talked about the utility taxes and raising property taxes and now spending \$70,000 on 2 pieces of equipment the town doesn't need. Mayor Pfaff said the town needed to be a lot more efficient on the street side. With this equipment the town could do a lot more street patching. The more patching the town does, then it can be paved. The town raised property taxes and did the utility taxes with the theory of updating equipment. With updated equipment can do pipes, roads, etc. and keep

at a lower rate. Larry Hunt suggested a one year trial period, renting or leasing the equipment for a week at a time. Tim Southern thought the proposed equipment could be used for more than just specialty projects. Larry Hunt said the town didn't need this equipment with the backhoe that can be used. Tim Southern suggested keeping the backhoe for a year and keeping track of how it is used. There was discussion of a recent water leak repair and that the backhoe could have been used for the project. Mayor Pfaff said because of the location it would have required the road be shut down and a flagger on site. Larry Hunt respectfully said he would have to agree to disagree on this decision. Discussion ended and the motion was voted on and carried. No vote Larry Hunt.

APPROVAL OF MINUTES: Tim Southern **MOVED** the minutes of June 22, 2011, Regular Council Meeting and the July 21, 2011, Special Council Meeting be approved as written. Daymon Marple seconded the motion and the motion carried unanimously.

NEW BUSINESS - Continued:

7. Ordinance No. 402N – Budget Amendment: Mayor Pfaff presented a budget amendment allowing for the purchase of used equipment up to a cost of \$70,000 and for an additional 100 hours for the public works relief position. Tim Southern **MOVED** to approve Ordinance No. 402N authorizing a budget amendment. Andrew Flodin seconded the motion and the motion carried. No vote Larry Hunt.

8. Ordinance No. 403N – Adopting Property Tax Increase for Collection in 2012: It was confirmed Ordinance No. 403N approves the 1% property tax increase of \$580.12 plus allows for a 1.55% banked capacity increase of \$899.76. Mayor Pfaff explained this banked capacity is due to the lag time between the county auditor setting the valuation and the final valuation determination from the state Department of Revenue. Daymon Marple **MOVED** to approve Ordinance No. 403N – adopting property tax increase for collection in 2012. Sharon Schnebly seconded the motion and the motion carried unanimously.

9. Ordinance No. 404N – Setting Regular and Special levy amounts for the budget year 2012: Annie Pillers confirmed the special levy for streets will be on the August 16th ballot being mailed later in the week. If this measure failed, it would appear on the November ballot. Larry Hunt **MOVED** to approve Ordinance No. 404N setting the regular and special levy amounts for the Budget Year 2012. Andrew Flodin seconded the motion and the motion carried unanimously.

10. Traffic Visibility – Sharon Schnebly asked about the possibility of installing a traffic mirror on the pole at the corner of 4th and Main Street. It was agreed this would be cost prohibitive due to the size required to be effective. It was noted there is a yield sign posted at this location.

11. Street Oiling – Larry Hunt noted that a number of graveled roads didn't get oiled this year, such as above 8th Street, but yet private drives did, such as at the trailer court. Mayor Pfaff confirmed he had reviewed the roads to be oiled and determined which would and would not be done. He indicated 7th street and the trailer court were not on the list. Annie Pillers said Perry told her there was some private work being done in town when the street oiling company was here and she believed the trailer court was part of that private work. She also noted the bill was \$240 over the estimate because of the necessary radius areas that were oiled. Perry Brown had reviewed and approved the bill. Council was pleased with the quality of the work.

FIRE DEPARTMENT REPORT - Joint Town Council/Rural Fire Commissioner Meeting – Council reported the joint fire meeting went very well. The fire commissioners wanted to work towards a semi-joint fire board. The meetings could be held at 6:30 pm before the 7:00 pm town council meeting. The commissioners were agreeable to getting rid of some of the rigs and buying a brush truck. Larry Hunt said no money issues were discussed. He said he was against knocking out the wall at the community center for the fire department until an alternative for the community center was found.

FINANCIAL

1. APPROVAL OF CHECKS: Tim Southern **MOVED** the following bills presented to council for payment. Daymon Marple seconded the motion and the motion carried, abstention Larry Hunt.

Check Register #10029-#10036 Payroll: \$7,384.07
Check Register #10037-#10054 Plus DOR EFT Claims: \$18,365.31
Check Register #10055 –#10059 plus EFTPS EFT Payroll: \$6,246.40
Check Register #10060 - #10071 Claims: \$23,036.24
TOTAL: \$55,032.02.

2. LATE FEE EXEMPTIONS: Annie Pillers addressed late fee exemptions for public agencies with a limited bill paying cycle such as the school, park and recreation (pool), cemetery, hospital district and the PDA. She also asked that the Garfield PDA's recent late fees totaling \$20 be refunded. Council consensus was that public agencies with a limited bill pay cycle be exempt from late fee charges and the recent late fees billed to the Garfield PDA be refunded.

EXECUTIVE SESSION: Larry Hunt **MOVED** the council go into executive session for fire department personnel review {RCW 42.30.110(1) (g)}, reconvening at 8:15 pm with no further business to be conducted. Tim Southern seconded the motion and the motion carried unanimously. The public and the town clerk left the meeting.

OPEN SESSION: Council reconvened into open session at 8:15 PM.

ADJOURNMENT: Daymon Marple **MOVED** to adjourn the meeting at 8:15 pm. Sharon Schnebly seconded the motion and the motion carried unanimously.

Jarrod Pfaff, Mayor

ATTEST: _____
Annie Pillers, Clerk/Treasurer