

Town of Garfield
TOWN COUNCIL REGULAR MEETING MINUTES Preliminary Draft
Town Hall – February 24, 2016

CALL TO ORDER: Mayor Ray McCown called the meeting to order at 7:01PM.

ROLL CALL: Mayor Ray McCown, Mark Young, Neal Leon, Daymon Marple and Dave Ulrick. Staff: Clerk/Treasurer Cody Lord and Public Works Brad Hasenoehrl and Mark Phillips. Absent: David Jones

GUESTS: Scott Bowman, Sandra Cavallo, Justin Phillips

APPROVAL OF MINUTES: Mark Young **MOVED** to approve the minutes of the Regular Council Meeting February 10, 2016. Dave Ulrick seconded the motion and the motion carried unanimously.

POLICE DEPARTMENT REPORT: Joe Handley present for the Police Department.

Officer Handley talked about 203 Wesley Street saying it is better than it was but it is still needing improvement. The department will be going to Moses Lake to do some access training which will allow them to use the system to conduct background checks for Concealed Pistol Licenses. There was a burglary in town on 5th Street sometime around the 20th. The department was able to use the camera system to view some activity in the area. They have some promising leads and are hoping to make an arrest next week. Erin Olsen would like to start a neighborhood block watch and she currently has about 20 people signed up and interested in helping. In the next couple weeks they will set up a meeting at the community center. This could be helpful because the department would rather come out and make contact with suspicious people before anything happens saying it is better to be proactive about it. Daymon Marple questioned, is the computer program you are being trained on the same program Chief Neumann was talking about and Officer Handley confirmed yes, everyone in the department will be certified and there will be additional training in Spokane.

PUBLIC WORKS REPORT: Brad Hasenoehrl and Mark Phillips present for the Public Works Department

Water

- A leak resurfaced on California Street, Mark and Brad dug it with help of a council member. Everything else in the water department is going fine.

Sewer

- A load of bio-solids was hauled last week to Spokane.
- ML Albright will be here on the 10th to repair the WWTP.
- Set the flow meter to 3 and they are getting about .26 with results at 7,900. Brad increased it 7 they will be getting samples back in 2 weeks. The fecal coliform numbers need to be under 100.
- Everything else in the sewer department is going fine.

Garbage

- Garbage is running fine.

Streets

- Mark swept last Friday, they will leave gravel on the hills for now until there are no more slick days forecasted.

Park

- Both lawnmowers are serviced and ready to go.
- Brad and Mark will be attending pesticide training on March 2nd and 3rd at McGregor's.

Mark Young asked Brad and Mark how much time they have been at the plant the last couple weeks. Brad said today not as much as expected but they have been spending as much time as possible out there. Mark Phillips said he would like to set up an Amazon account to buy tools as they are about 25% cheaper than local stores. Dave Ulrick said he has never been involved with online shipping. Mayor McCown said he is opposed to it as he wants to see continued support of Whitman County businesses. Daymon suggested getting in contact with Napa and some of the other supply stores to see if they will give the town

a deal to be competitive with the online prices. Neal Leon said most places will give discounts if you have an account with them and asked Mark are you after specialty tools or just general items. Mark said they are just wanting to purchase general tools this way. Mark Young said it is nice to be able to buy locally but they have to look at the price differences, the best option is to look at the price locally and price it online and see how it rates. Mark said it is unfortunate but it is the way of life now, so much production is done out of country but the town also has to look at the bottom line in terms of dollars and cents. He suggests making a decision case by case based on pricing. Mark said he will still buy filters, oil and those sort of items locally. Mark Young **MOVED** to create an Amazon account but before they purchase do a local search to see if they can get the same thing locally for the same or better price. Neal Leon seconded the motion and the motion carried unanimously.

OLD BUSINESS:

1. Community Center Upgrades.

The current charges are \$1,555.52 for the upgrades to the community center. The community center is almost completed and the library closet has been completed. Steve Jones has finished painting everything. Mayor McCown did get the two prices for new windows in the front of the fire station; \$358.00 for a sliding one and \$216.00 for a stationary window. The doors open so they probably don't need a window that opens which will be more secure. Mark said it is safe to assume they have approval on the overhead door replacement. Mayor McCown said two carpet contractors bid the community center and library carpet cleaning job. There is about 4,000 square feet to clean and the companies will move everything. Two different bids came in and they came up with the exact same figure. Mayor McCown said he has worked with Clearwater Chem-Dry before and they have done a nice job. Dave Ulrick **MOVED** to have Clearwater Chem-Dry clean the carpet in the Community Center and Library. Neal Leon seconded the motion and the motion carried unanimously.

2. Recycling Program

Mayor McCown scheduled for pickup awhile back and there was a vacation day in there so it took a bit longer to get it collected. Mark Young asked how long it was taking to get the box filled and Cody responded it is taking about 4-6 weeks to fill. Dave asked if we get any weight slips on the collection and Cody said no but we will need to request them from the county so we can report the recycling to the state. Mayor McCown said he is liking the program, it is saving money on tipping fees by not loading down the garbage truck. Sandra Cavallo said every time she pulls in the recycling area she worries about getting a flat tire. Mayor McCown said there is nothing to worry about. Sandra said that Debbie Brown wanted to come and talk about the program but couldn't make it in today as she is ill. Cody asked everyone to please remind people, when the container is full come to the town to request to have it taken away, please don't call the county directly.

NEW BUSINESS:

1. AWC Insurance Standards

Cody explains the town's insurance company, AWC is going to start implementing member standards that all members need to meet. If these standards are not met and a claim is brought against the town we would be required to pay the deductible between \$5,000 and \$10,000 depending on the claim. Most of the standards that are presented on the AWC report have to do with Public Works, mayor and council responsibilities. Mark reads the requirements for compliance to the rest of the council. After reading the standards to the council Daymon asked if Cody could email a copy to everybody.

Sandra said she has talked with community members about the community garden and gotten some feedback and concerns. Some people are wanting to know if there will be a cost to use the garden, is there a potential duration the town will be offering the program as people don't want to invest time and energy if the program will go away in a couple years. Also they would like to know if fruiting trees would be

allowable on the garden space and will the current suggested location be a hot spot for deer to intrude. Dave said it would be difficult to figure out what the price would be for everyone but it would just probably amount to the cost of water divided by all the participants. Daymon said since it is a community garden and on city property maybe they could do something like they did with the cemetery district and just charge a flat rate for all users. Mayor McCown said they will be putting a new meter on the cemetery line. Mark said they might consider having one or two council members sit down with interested parties and get some details addressed. Sandra said she doesn't have commitments from anyone yet, but she will keep working on it. Mayor McCown said he doesn't see any reason why it can't be long term and low cost. The company that had the satellite equipment up there has folded and all the old dishes would need to be disposed of including their equipment in the shed that can go to recycling.

FINANCIAL:

Approval of Checks: Daymon Marple **MOVED** to approve the following bills presented to council for payment. Neal Leon seconded the motion and the motion carried unanimously.

Check Register #12192-12194 PLUS EFTPS	Payroll: \$6,677.42
Check Register #12195-12198	Claims: \$799.57 Total: \$7,476.99

Cody said the Employee Handbook was next to the table and available for review as discussed in the previous email. Dave said Cody had emailed a copy to him and that works best for him to review the information. Dave said there are several parts that need to be worked on. Mark asked Cody if he could email the handbook and Cody said yes. Mark wants to talk about the changes in an open meeting but would like to wait until the next meeting. Cody asked would you like me to email the handbook to all the council members and Daymon said they would review the AWC Member Standards first and then move onto the handbook after the next meeting. There was discussion about what constitutes full time hours with the Town of Garfield.

Cody brought up concern about the gun club lease being expired. Cody sent the lease to Stephen Bishop's office for review to make sure nothing is missing. Neal said he has a concern about the gun club grounds. He said the grounds were originally donated to the town for recreational use and he doesn't have a problem with the gun club using it, however now they lock it so only members can get in there. Dave said this is to keep the general public out of there for safety concerns and also stated a person can donate anything to anyone with an intent in mind what will happen to it but once it is theirs they can do with it what they please. Officer Handley said it is a good point about liability and leasing the property takes the liability away from the town. Daymon said Stephen Bishop came to the meeting when the lease was constructed to deal with this concern. Currently the gun club has its own insurance. The lease will be furnished to council for review once Bishop's Law Office has sent it over.

ADJOURNMENT: Daymon Marple **MOVED** to adjourn the meeting at 7:41 PM. Dave Ulrick seconded the motion and the motion carried unanimously.

Ray McCown, Mayor

ATTEST: _____
Cody Lord, Clerk/Treasurer

