

Town of Garfield
TOWN COUNCIL MEETING MINUTES
February 25, 2009

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

ROLL CALL: Jarrod Pfaff, Andrew Flodin, Larry Hunt (7:02), John Kuehner, Tim Southern and Rob Watkins. Staff - Public Works Assistance Perry Brown, Police Chief Jerry Neumann, Clerk/Treasurer Annie Pillers. Public: Michelle Bly- Progressive Engineering, Cher Curtis, and Daymon Marple (7:47).

APPROVAL OF MINUTES: Andrew Flodin **MOVED** the minutes of February 11, 2009, be approved as written. Tim Southern seconded the motion and the motion carried unanimously.

OLD BUSINESS:

1. Public Safety Building Feasibility Study Close Out: Michelle Bly with Progressive Engineering announced the Public Safety Building Feasibility Study was now completed. Initially back in September during the public meeting there was consideration given to looking at the option of pole buildings and getting quotes. It was later determined not to pursue this idea. The agreement between the town and rural fire district was received and now a part of the study. Since last September the environmental component was completed and letters sent out last week to the State Historic Preservation Office, Fish and Wildlife, and Department of Transportation for comment. Michelle asked that any comments received be forwarded to her so she can include them in the final study. She noted the study was now ready to be sent to CTED. She indicated authorization was needed for the Mayor to sign the environmental assessment, noting the findings showed no significant impact based upon the checklist. Tim Southern **MOVED** the Mayor be authorized to sign the Public Safety Building Feasibility Study environmental documents and close out the study. Andrew Flodin seconded the motion and the motion carried unanimously.

Michelle noted the feasibility study consisted of 3 components – preliminary design, cost estimates and the environmental review. She presented the Closeout Performance Report. Larry Hunt **MOVED** that the Mayor be authorized to sign the Public Safety Building Feasibility Study CDBG Closeout Performance Report. John Kuehner seconded the motion and the motion carried unanimously. Michelle left one copy with council. Michelle went over the final document for the project, the final pay request of \$5,335.26 bringing the project up to the \$17,000 and zeroing out grant. This final pay request is for payment to Progressive Engineer for their work from last September through today. Larry Hunt **MOVED** that the Mayor be authorized to sign the No. 7 (Final) CTED Payment Request of \$5,335.26 for the Public Safety Building Feasibility Study. Andrew Flodin seconded the motion and the motion carried unanimously. Michelle left one copy with council.

Michelle offered to be of assistance to council with any projects they may be considering as part of the Economic Stimulus Package. Michelle Bly left the meeting at 7:15 PM.

PUBLIC WORKS: Perry Brown reported:

1. Public Works Superintendent Leave: Due to a recent death in the family the Public Works Superintendent would be gone until Sunday evening.

2. Sewer Camera and Locate Equipment: Mayor Pfaff updated the council on the purchase of a sewer camera system. The town has been working with Rosalia to get a sewer camera system. He was recommending the town buy its own locate equipment. For the camera itself, he was recommending joint ownership and purchase with Rosalia and Garfield, and maybe Oakesdale. Perry Brown reported how effective the camera system was that was demonstrated. It has a self leveling head and includes a DVD burner for recording inspections. He noted the locator can be

used to locate phone lines, power lines, and water lines too. He said it would be very useful for town's I & I problems. He liked the idea of the town owning its own locator to do digging. He felt the locator would be used constantly. He noted the Ridgid camera would only work with the Ridgid locator. Perry felt the towns would have no problem sharing the camera, and be able to shuttle the unit around as needed.

Perry Brown reported getting phone quotes on the locator and transmitter. Quotes were received from: Edge Construction \$3,207, Allan Coleman Co \$3,221, Central Winnelson \$3,285, and Ferguson \$3684. John Kuehner **MOVED** to accept the quote from Edge Construction for the locator/transmitter. Larry Hunt seconded the motion and the motion carried unanimously. The price quoted from Edge was good through the end of March. Consensus was that the locator/transmitter would not be purchased until Rosalia had made a decision on a camera.

3. Resolution 2009-07 Brand Name Bidding – Sewer Camera: Following up from recommendations from the Public Works Department, Tim Southern **MOVED** to adopt Resolution No. 2009-07 determining a brand name purchasing process for a sewer camera purchase. Andrew Flodin seconded the motion and the motion carried unanimously.

4. Training: Dave attended a water meter technology class on Tuesday and earned additional CEUs. Perry attended a compost class earlier in the day in Colfax. Although no CEUs were earned, the class was good. Discussion included the county's chipper program.

5. Chipper Program: The County's chipper operator will be out in a week or two to chip the existing pile. The intent is for the operator to come out regularly to keep the pile from becoming too big.

6. Vehicle/Equipment Maintenance: Perry will be working on the street sweeper this next week, doing general maintenance.

7. Snow/Street Maintenance: When possible, Perry has been trying to breaking up the larger snow burms so the snow will melt faster.

8. Well/Water Tank Telemetry System: Recently public works has had problems with the telemetry system for the well and water tank. A couple of times in the last month the tank showed it was below the overflow level, but water was spilling out over the top. A loss of 100,000 gallons was estimated for one incident and likely another 70,000 gallons of water loss on another incident. The battery indicator was reading low and the crew discovered a corroded connection. Since the corrosion was cleaned up the battery indicator has not been reading low and there have not been additional overflow spills. Perry noted he checks the tank monthly and has never seen this problem before. The tank is not suppose to overflow until at a level of 40, but it was overflowing when the level reported 38.6. Council recommended next week public works find out whom to call for this type of problem. They also suggested checking into an overflow sensor.

POLICE DEPARTMENT:

Police Chief Jerry Neumann provided council with the bi-monthly activity time log. Following up on the council's discussion at their last meeting, Chief Neumann noted he was working on the existing contract Palouse has with the Humane Society for stray dogs, with the hope of expanding service to include Garfield at no extra cost to Garfield. He estimated the additional contract cost at \$100 to \$150 but this could be absorbed under the current agreement Garfield has with Palouse. The contract with the Humane Society guarantees a kennel if a stray dog is picked up.

NEW BUSINESS:

1. Recycling Center Paving Project – Small Works Roster: Annie Pillers updated the council on the \$9,500 grant award from DOE/Whitman County for paving the front area of the recycling center. In the original grant the request was for a 50' x 50' paved area. Further review showed a 50' x 70' area might be more useful. She was awaiting a final answer from DOE about full use of the \$9,500 regardless of area size. The intent was to go out to bid now while contractors were not busy using the Small Works Roster process. She presented the council with the bid specs that had been reviewed by Dave. It called for completion of the project by September 1, 2009, giving the paving contractor leeway for completion, hopefully reducing costs. Tim Southern **MOVED** that the town use

its Small Works Roster to seek bids on the Recycling Center Paving Project. Andrew Flodin seconded the motion and the motion carried unanimously.

2. Well Decommissioning Project – Small Works Roster: Tim Southern **MOVED** that the town use its Small Works Roster to seek bids for the Well Decommissioning Project. Rob Watkins seconded the motion and the motion carried unanimously.

3. Current Expense 12 Year Projection: Mayor Pfaff reviewed two recent spreadsheets estimating revenues and expenditures through 2020 for the Current Expense Fund. The initial spreadsheet with higher revenues (approx \$1,300) and lower expenditures (\$1,100) showed the fund not starting to lose until 2018. However, the second spreadsheet with lower revenues and higher expenditures, showed the fund starting to lose in 2016 rather than 2018. He noted there were a number of variables over that many years that could change the situation, but right now he didn't want to move any money out of Current Expense. He noted the spreadsheet factored in the 1% property tax increases, lower city assistance and the 2%-3% utility increases.

4. Restaurant Operation: PDA Chairman Daymon Marple addressed council about the anticipated reopening of the restaurant. The PDA met with Smokin' Papa's from Colfax. Plans are moving ahead with getting the restaurant open. The PDA is just waiting on the contract at the attorney's office. Currently the owners are running their businesses out of their Red Canteen Trailer at the Cenex in Colfax. Previously they operated Smokin' Papa's restaurant. They plan to have a full menu in Garfield plus a quick mart in the restaurant. They will have their smoker on the side street. They also have a beer license and this will be part of the Garfield restaurant. They plan to continue the canteen operation in Colfax too. In 2005-2006 they were earned the "Best Ribs in Portland" award. The PDA is working on getting the kitchen hood system fixed for proper venting prior to the restaurant opening.

OLD BUSINESS (Continued):

2. Street Levy: John Kuehner asked about posting signs/notices about the upcoming Street Levy election. It was agreed, the town would not post anything about the town's levy until after the March 10th school levy election.

3. Street Lights: Perry noted with the street lights remaining on, residents should be encouraged to call the clerk's office if they have street lights out so Avista can properly fix them.

APPROVAL OF CHECKS:

Tim Southern **MOVED** to approve the following bills presented to council for payment. Andrew Flodin seconded the motion and the motion carried unanimously. Check Register #8933-#8951, Spoiled #8938. Claims: \$7,314.81, Payroll:\$5,281.59.TOTAL: \$12,596.40

EXECUTIVE SESSION: Larry Hunt **MOVED** to go into executive session for personnel matters for approximately 10 minutes with no additional business to be taken up by council upon closing of the executive session. John Kuehner seconded the motion and the motion carried unanimously. Perry Brown, Cher Curtis, Daymon Marple, Jerry Neumann left at 7:55 pm, and Annie Pillers left at 8:00 PM. The meeting reconvened at 8:17 PM.

ADJOURNMENT: Tim Southern **MOVED** to adjourn the meeting at 8:17 p.m. Andrew Flodin seconded the motion and the motion carried unanimously.

Jarrold Pfaff, Mayor

ATTEST: _____
Annie Pillers, Clerk/Treasurer