

Town of Garfield
PUBLIC HEARING AND TOWN COUNCIL MEETING MINUTES
April 14, 2010

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, Tim Southern and Rob Watkins. Staff – Public Works Superintendent David Ulrick, Fire Chief Brian Conklin, Police Chief Jerry Neumann, Clerk/Treasurer Annie Pillers. Guests: Chuck Petras, Lisa Hampton and Eric Hasenoehrl-Keltic Engineering.

PUBLIC HEARING: Mayor Pfaff opened the Zoning Public Hearing at 7:00 PM for public comment. There was no public comment given. Mayor Pfaff closed the Zoning Public Hearing at 7:01 PM.

APPROVAL OF MINUTES: Larry Hunt **MOVED** the minutes of March 24, 2010, and recessed to April 6, 2010, be approved as written. Daymon Marple seconded the motion and the motion carried unanimously.

2ND STREET WATERLINE PROJECT: The council reviewed Change Order No. 3 and Pay Request No. 2 with Keltic Engineering. Eric Hasenoehrl reviewed the elements of the change order including the materials needed for an additional 2" connection; an 8" coupler barrel; a 8" 11.25 fitting; 2 sewer sleeves added at the beginning of the project; water service time of 5 hours, down from 8 hours when they couldn't locate lines; and unsuitable materials. Daymon Marple said with the change orders it seemed like letting someone have an open checkbook. Mayor Pfaff asked how come the project was not making compaction with the dirt in the trench. Eric said it was too wet – 26% rather than the needed 18%. Larry Hunt questioned why this was missed to the tune of over \$15,000 to \$16,000. Eric noted the contract as bid, allowed for replacement of unsuitables if needed. Larry Hunt felt as long as they have been taking on the project they could have stacked the material and let it dry out. He said when they bid the project they knew they would be doing the work in February or March, not August. He was not pleased. It was agreed now there was not enough time for unsuitables to dry out and that the town had spread the unsuitables at the compost pile. Eric noted the contract allowed for a 6 month window, so the contractor could fit in the work as they saw fit.

Mayor Pfaff expressed his concern that the project was now at \$110,000 and does not include the ball field. He asked what would happen if the contractor hit the old school foundation. Eric explained they still have to take the actual amount of quantities and the total project cost was estimated at \$106,000. Lisa Hampton noted the 1,695 ft of 8" water main would drop down to 1200 instead with a cost reduction of about \$6,000. This credit would be for the town's 400 ft of pipe to be provided. It was clarified this 400 ft of pipe was not going to be used on the 2nd Street project after all, so there would be no cost savings. Mayor Pfaff said initially they were told the contractor would start at the ball field and they didn't. Now they are not going to use the town's 400 feet of pipe. He wanted to know why they didn't use the town's 400 ft of pipe first.

Council consensus was to table any decision on Change Order No. 3 or Pay Request No. 2 until the pipe question was answered. The Mayor talked about postponing any decision on the B to D Street project. Council consensus was to postpone a decision on B to D Street. Council suggested recessing the meeting to April 21st. Mayor Pfaff thanked the engineers for listening to them through this process.

Mayor Pfaff asked about the asphalt schedule. Eric confirmed they would be drilling the field and then asphaltting street. He was recommending the street be filled in a little more, as it was still too rough.

Annie Pillers asked about a low water pressure issue at Tara Black's house. The town had been working on the issue. Eric would follow up on this. Eric and Dave briefly discussed Tad Perringer's concern that the water tasted funny. Dave had met with Tad, took his meter apart, and cleaned it out. Eric noted it was likely the water just tasted different than before. Tad had described it as metallic. It was agreed the metallic tasted had to be coming from his steel pipes on his side of the meter. The new pipe was plastic to his meter and then he had steel pipes from the meter to his house. It was also noted M&L was likely using a different chlorine than the town used, and it tasted different. It was suggested flushing the hydrant but it

was agreed this would not flush water from the property owner's pipes, on his side of the meter.

PUBLIC SAFETY BUILDING: Eric Hasenoehrl reviewed the last Public Safety Building plans with the council. He noted they had narrowed the bays but also made them deeper. There was less space between trucks, with more space in the front and back of the trucks, and the turn out area. He noted in the previous plan, the turn outs were all on the end, now they've been put along the back wall. He also noted the truck dimensions were wrong last time. Chief Conklin noted the ambulance would be better at the current location of Tanker 315 and a small clean storage room would be needed for clean supplies. He said the storage room could be simple – 2 walls, a door and ceiling. Eric pointed out the Cascade System had been moved along with the hose racks for foam. They took out one office and added it at the other end. Lisa Hampton noted they had met with the Mayor and this drawing was a work-in-progress. To keep costs down, Eric explained the training room was finished but the bay area was a smooth concrete floor with plywood walls, no gypsum, no paint. He noted for most projects one-half of the cost is in the structure and the other half is in the finishes. Tim Southern asked if there had to be a men and women's restroom. It was confirmed this was a requirement. Rob Watkins talked about possibly shortening the building length by 14' if the storage and laundry was moved behind the shorter trucks – Attack 311 and 313. Although possible, Fire Chief Conklin said the downside would be the department would be locked into that size truck. Mayor Pfaff suggested before considering any such changes, he wanted to see the cost estimate first. Lisa noted the parking lot was reduced in size and would be gravel only. It was also noted the construction style of this building would allow the walls on the end to be expanded if ever needed. Lisa confirmed they would develop a formalized cost estimate.

Lisa Hampton talked about the possible funding options for the station including USDA Rural Development, Rural Community Association Corporation (RCAC) Community Facilities and Community Development Block Grant (CDBG). She noted USDA offers a \$20,000 to \$50,000 low interest loan with no prepayment penalty. They also offer a fixed rate for long term loans and a guaranteed loan for land. Lisa thought the only consideration would be the graduation review they have on the loan portion. They would periodically look at the town's finances throughout the process so see if the loan could be repaid faster. She said they would want to do some research on that. Applications for USDA are on-going.

Lisa noted the RCAC is a good loan, but a loan only. It goes hand-in-hand with USDA, but is a higher rate. They also like land site development projects rather than construction.

With CDBG funding, Lisa noted the town would have to meet the low-to-moderate income requirements. She said the income surveys are good for 2 years. Applications are due in January 2011.

Lisa had also checked FEMA funding, but it's on a two year cycle and was available last year. She asked about the current land status and funds available. The Mayor said he had talked with the bank and could get a loan for the land. He estimated the town had about \$20,000 available. Mayor Pfaff recommended exploring funding options with CDBG. If that failed, then the town could consider FEMA. If that failed, the town could then consider USDA. Lisa recommended having the CDBG representative come to town. She also suggested submitting a letter of intent. Once this is submitted, cost can be used as a match on this. Lisa would look at the income survey to see what it entails.

Mayor Pfaff again asked about getting a cost estimate. Eric said they could do so. He wanted to make sure the town liked the modifications they had made. Larry Hunt agreed the town needed to start somewhere with a cost estimate. Tim Southern asked about the offices. Chief Conklin confirmed EMS needs the larger office for records storage. Tim Southern suggested the training room include a sink and microwave. Fire Chief Conklin agreed with this. Chief Conklin also noted firefighter Chuck Petras had suggested a 2nd door into the storage area to allow for 2 ways into the main bay area. Mayor Pfaff wanted to make sure the heating was in the floor. Eric confirmed the design included radiant floor heat.

PUBLIC WORKS: David Ulrick updated council on the following:

To Do List: He provided council with his project list. The Mayor noted this was the same list as the last meeting. The Mayor clarified what he wanted to see on the list was what Dave hoped to get done in 2

weeks. He wants to see the goal, not the result. Dave said he understood the list was to show what he would try to get done, not all the normal things he does every day. He said he could add what he normally does every day on the list too. Dave noted the old timecards listed what they did every day and he could give a day by day accounting of what they were doing. Larry Hunt said he liked the idea of a log like the Police Department provides.

Eric Hasenoehrl and Lisa Hampton left the meeting at 7:45 PM.

Street Patching: Daymon Marple asked about the potholes that have been there since November and what had been done since the last levy. The Mayor agreed this was a valid point. He mentioned particularly the pothole at the bridge. Dave noted they patch that every year. He said the plan was to cut it out when the contractor does 2nd and 3rd Street. He indicated no one is making mix right now. He further noted the mix in the back shop is for May Days. He will do those pothole repairs when it is warm enough. The Mayor asked what could be done when no one is making mix. He talked with Dave about the work schedule.

Smoke Detector Test Follow-Up: As part of the smoke detector test follow-up, Dave would need to check with the individuals that had smoke coming up. Dave confirmed he had cut out some of the manholes, including the one on the state highway, it was not 14" deep as told, but rather 5" deep under the pavement. Dave picked up the risers at Ace Elliot and needs to cut holes out to put in the risers but he does not enough mix. He clarified the mix he picked up in Spokane was for the potholes.

Base Readings for Manholes: Rob Watkins asked if any flows had been measured. Dave indicated the rains had been after 5 pm so far so no flows had been measured. Rob asked about any pictures and Dave confirmed he had a few pictures. Dave said this year would be disappointing as there was no ground water. Dave confirmed it takes about 10 minutes per manhole to measure. He has to crawl into the manhole and measure the round part of the pipe as best he can so they are the same measurements and he gets the flow in the pipe. He noted the first set was done, but #18 hasn't been documented. Rob Watkins asked about the sealer Dave had talked about. Dave noted he had not talked to them yet but would. Rob Watkins agreed he should get one tube and see if it works for the town.

Chipper: The chipper was recently licensed. Oakesdale would be using the chipper Thursday.

Street Grading: The streets had been graded for the first time this year.

Confined Space Class: Last week Dave and Perry attended confined space training. Dave said the town would need to spend about \$6,000 or \$7,000 to get new equipment. Dave also noted the need for a new 1" drive set from Harbor Freight. Currently he has been using his ¾" drive set. The Mayor said the new drive set should not be purchased until the shop was clean.

Fish Pond Road: Tim Southern asked about ownership of the fish pond on Elberton Road. Mayor Pfaff indicated it was owned by the county. Tim said he had been asked about the condition of the road getting there. It was noted the county doesn't own the road. Tim asked if the town's grader could be used for maintenance on the road. It was confirmed this was not possible under any circumstances.

Donated Ford Pick Up: Council discussed the donated Ford Pick-Up Truck from Avista. It was confirmed it was a 2000 Ford, short box, half ton. The current truck used by Dave is a ¾ ton, full size box. Although the Avista truck could not replace Dave's existing truck, it would still be cheaper for running for parts, etc. It has approximately 181,000 miles.

Public Nuisance: Daymon Marple asked about a nuisance ordinance for problems like garbage stored outdoors, etc. Chief Neumann said they had reviewed the ordinance last year about possible changes to be addressed. The police department would follow up on the matter and Daymon would be provided a copy of the ordinance.

POLICE DEPARTMENT: Police Chief Jerry Neumann updated council on police department activities and provided the March 2010 Activity Log. He referred to a recent fraud case with local resident losing \$13,000 to a Nigerian woman. He noted the speed trailer on the south end of town seemed to be helping. Rob Watkins asked about a noise ordinance on vehicles. The Mayor confirmed the noise ordinance was for stereos. Rob Watkins reported about a vehicle speeding through town and dragging down Main Street and the North out of town about 2:30 in the morning.

OLD BUSINESS:

NEW BUSINESS:

1. Keeping of Chickens: The council discussed the request by Dean and Becky Walker to keep chickens on their property. They would not have any roosters and planned to build a chicken coop. Mayor Pfaff said he did not see a problem with this, with the rule of no roosters. Council reviewed the ordinance, noting an inconsistency between acreage required and number of chickens, 3 vs. 10. Council consensus was that the Walkers could keep chickens, but less than 10.

2. Resolution 2010-13- Interlocal for Use of Chipper by City of Palouse: Mayor Pfaff noted Palouse wanted to rent the town's chipper. Rob Watkins **MOVED** to adopt Resolution 2010-13 approving the Interlocal Agreement with the City of Palouse for rental of the chipper and authorizing the Mayor to sign the Interlocal Agreement with an hourly rental rate of \$20. Larry Hunt seconded the motion and the motion carried unanimously

3. Policy Adoption – a. No Discrimination on the Basis of Handicapped Status Policy and b. Grievance Procedure for Federal Grants: Mayor Pfaff noted the following policy and procedure were part of the grant. Tim Southern **MOVED** to adopt the No Discrimination on the Basis of Handicapped Status Policy and the Grievance Procedure for Federal grants. Rob Watkins seconded the motion and the motion carried unanimously.

4. Basketball Court Maintenance: Annie Pillers noted Steve Jones, as part of preparation for May Day activities, had offered to paint the 3 point lines and circle at the basketball court.

APPROVAL OF CHECKS: Rob Watkins **MOVED** to approve the following bills presented to council for payment. Tim Southern seconded the motion and the motion carried unanimously. Annie Pillers noted to the check to the Department of Licensing for the new pick-up truck was written between council meetings.

Check Register #9431-9435 Payroll: \$5,355.13 Check Register #9436-9458 Claims: \$24,186.98
TOTAL: \$29,542.11

ADJOURNMENT: Larry Hunt **MOVED** to recess the council meeting until Wednesday, April 21st at 6 p.m. Tim Southern seconded the motion and the motion carried unanimously. The meeting recessed at 8:05 PM.

Jarrold Pfaff, Mayor

ATTEST: _____
Annie Pillers, Clerk/Treasurer

Town of Garfield
PUBLIC HEARING AND TOWN COUNCIL MEETING MINUTES – April 14, 2010
Recessed to April 21, 2010

CALL TO ORDER: Mayor Jarrod Pfaff called the meeting to order at 6:05 p.m.

ROLL CALL: Jarrod Pfaff, Larry Hunt, Daymon Marple, Tim Southern and Rob Watkins. Staff – Public Works Superintendent David Ulrick, Clerk/Treasurer Annie Pillers. Guests: Lisa Hampton, Eric Hasenoehrl and Keith Jenkins-Keltic Engineering.

2nd Street Waterline Project:

Eric Hasenoehrl reviewed the 2nd Street project, noting the contractor was providing a credit of \$2,156 for the pipe not used. He will be providing the fittings and labor needed for the connections at Adams and for the 2" bore across the ball field. Change Order No. 3 increases the project by \$19,307.10 for a total project cost of \$108,617.14. This change order includes items added as well as items reduced through field verification.

Daymon Marple asked about the ball field and Eric confirmed the bore was finished earlier in the day. He noted Scot Hattenberg with M&L did a very good job with the boring machine. Mayor Pfaff asked about the connection to the existing water meter. Eric confirmed M&L will be boring a 2" line from the gravel parking lot to the water meter at the school. The only cost will be the pipe and fittings. Dave had explained the existing pipe was of poor quality. Larry Hunt **MOVED** to approve Change Order #3. Tim Southern seconded the motion and the motion carried unanimously.

Pay Request No. 2 was presented, noting the amount of work done this period totaled \$51,342.47 less 5% retainage, left a payment of \$48,775.34. Rob Watkins **MOVED** to approve Pay Request No. 2. Larry Hunt seconded the motion and the motion carried unanimously.

Mayor Pfaff asked about the water service to Tara Black. Dave Ulrick explained she was hooked into the old line that got replaced and turned off with the new line. Dave had been working on the fix earlier in the day, but it took a long time to find the 2" line across Dick Kriebel's and then when he found it, it was steel not PVC and the drill would not go through the fitting. He said he would finish the fix tomorrow morning. Dave also noted the sprinkler system at school yard probably doesn't work now. They had hooked onto the 2" line with no meter on it. Eric Hasenoehrl noted as of 7/2009 all services had to be metered and water suppliers were under DOH to reduce water loss, bringing it below 10. Mayor Pfaff confirmed the town's loss had been much worse but improved after the water tank overflow was solved.

California Street and Main Street: B to D Street:

Mayor Pfaff discussed the B to D Street projects and said with the alternate prices known, he was supporting the projects. Dave and Eric reviewed the plans and made some adjustments as to the location of the pipe installation, likely making the alternates cheaper. It was noted the pipe on California could be placed outside of the roadway, but within the right of way, reducing compaction costs. Larry Hunt agreed with the mayor, it was a great time to do the project. Larry Hunt **MOVED** to authorize the Mayor to sign the B to D Street contract documents. Tim Southern seconded the motion and the carried unanimously.

Tim Southern asked about the line along California Street and would it cut them off water. It was clarified the loop is complete but it is not all the same pipe size. Some is 2" and while some is 4". This project will make the pipe size consistent.

ADJOURNMENT: Tim Southern **MOVED** to adjourn the meeting at 6:25 pm. Larry Hunt seconded the motion and the motion carried unanimously.

Jarrod Pfaff, Mayor

ATTEST: _____
Annie Pillers, Clerk/Treasurer