

Town of Garfield
TOWN COUNCIL REGULAR MEETING MINUTES Preliminary Draft
Town Hall – April 9th, 2014

CALL TO ORDER: Mayor Ray McCown called the meeting to order at 7:02 PM

ROLL CALL: Mayor Ray McCown, Mark Young, David Jones, Daymon Marple and Tim Southern (7:15). Staff – Public Works Superintendent Robby Johnson and Clerk/Treasurer Cody Lord. Absent: Sharon Schnebly

GUESTS: Larry Hunt, Tammy Howard, Jarrod Pfaff, Cher Curtis, Sonja Hall (7:20)

Larry Hunt is here to talk about the budget for turf care at the park and other town roads. He is proposing the same program we have had the previous two years. Larry said possibly next week they will begin to start yard spraying and tree care. Tim Southern questioned didn't we send the public works guys to get their license to spray? In order for our Public Works Department to spray they would need a spray kit and boom kit. Tim said based on this he is in favor of Larry continuing with the current plan.

Larry asked will there need to be any changes? He does 2 fertilizing processes in the spring and fall, and weed control spring and fall. On the outskirts of town he does weed control along with deep root feeding for pine trees north and south of town. He will sterilize the gravel areas north and south of town. Also he will perform insect treatment on the trees. Mayor McCown said what about the street going up by the school. Mayor McCown said if Larry also services 2nd street then he would be alright with keeping the same rate as last year plus \$100.00. It was determined the final bill this year would be \$3,300.00. Larry will hit the school road and 2nd street with a selective treatment as well as roundup the gravel area and spray for broadleaf. Daymon Marple **MOVED** to use Larry to treat the park, north and south entrances to town, the road to the school and 2nd street. Tim Southern seconded the motion and the motion carried unanimously.

Cher asked about blacktop patch on the streets. Cher has noticed quit a few pot holes on the street surface around town. Daymon Marple said last year we could buy a truck full of patch and it covered a lot of holes in town. Mayor McCown said our dump truck could be loaded and used to fill the holes about town. Cher also reminded the council that the water is still leaking outside Guiney's place and it is now starting to get very saturated. Mayor McCown said we will probably just need to shut off the water at the main since there is no meter on this line.

APPROVAL OF MINUTES: Mark Young **MOVED** to approve the minutes of the Regular Council Meeting of March 26th, 2014. Daymon Marple seconded the motion and the motion carried unanimously.

POLICE DEPARTMENT REPORT: Chief Jerry Neumann present.

The trailer on Union Street is unoccupied and the tenant moved to Colfax. The trailer is now just a recreational trailer parked on private property. The truck that was blocking the 2nd Street sidewalk has been moved and he will only use the sidewalk when there is debris to be removed from the building. Correspondence has occurred with Mr. Brown and hopefully there will be some progress there. Most of the stuff on the street has been cleaned up. The boat should be gone in one week.

PUBLIC WORKS REPORT: Robby Johnson is here for the Public Works Department.

Robby explains to the council that his schedule is becoming increasingly busy helping with after school activities. He would like to ask the council if he could submit a written report for council evenings instead of attending the meetings. Robby would still be available on request or when there are important matters to talk about. The council said they are open to the idea and to have a written presentation for council at the next meeting. Questions or concerns could be passed through the clerk to pass along to the Public Works Department. They will give it a shot to see how it works.

Water

Robby and Brad have been trying to fix the chlorine pump on well # 3, it looks like an overhaul is needed on the pump. Robby is expecting the water test from the Dept. of Health soon. There was one water meter replaced across the street. The Public Works Department will need to replace some of the inventory for water supplies as they are running low.

WWTP

The Dept. of Ecology meeting went well, council member Mark Young was in attendance. They like the progress we are making. Robby explains we will need to clean out the contact chamber of the sewer plant. There has been build up occurring for many years, it needs to be cleaned out and hauled off. 1 pump needs replaced and another will need to be repaired. ML Albright recommended another support on the bio cell mast to make it more secure. It would be from the center to the edge and underneath the arm. Mayor McCown said Mitzimberg can probably get this done for us. The Mayor asks Robby to get a price from him. Eventually a new chlorine pump needs to be installed out there. Robby spoke to Eric Hasenoeuhl at Keltic about this matter. The Public Works Department needs to look into lab accreditation for testing water. The Dept. of Ecology gave them permission to burn the cat tails in the wetlands and The Dept. of Ecology would like it dredged by the end of summer. Robby and Cody attended a Web DMR training in Spokane. The bio-cell is operational and seems to be working great.

Garbage

The new truck is here, Robby and Brad are working on some adjustments that need to be made on the truck. Our new garbage route starts on the April 14th. Dumpster modification continues. The recyclables went up to Spokane with about 5,000 lbs, and we won't see a check from them until the end of the month. Surveillance is up at the recycling center and we are still witnessing some offending dumpers. Daymon Marple asked about the signs we have at the metal recycle drop off location. He can't believe what he sees people leaving there.

Street

The street sweeper is operational and has been around town once. Whitman County came and looked at our streets and hopefully will be back soon to grade our roads, it could be as soon as Friday. Priority streets will be; California and D Street, Jefferson Street, South 3rd Street by Co-ag due to truck traffic, and 8th Street. The roller is in the shop right now being serviced.

Mark Young said there are some beavers back over by the WWTP. Robby confirms there are some on the upside of the outflow. It is determined the Public Works Department needs to figure out who traps them and have them come and remove them before they cause too much damage. Mayor McCown said if the county guys are here would you ask them about the ditch over by the WWTP and have them clean it out.

Daymon asked did Western Systems hand you a bill with the garbage truck. Robby said they quoted us a price however they are talking about moving the cost up on us. We haven't received the bill yet. Originally we had a \$5,000 budget and Robby made it very clear that we were working with \$5,000, no more.

OLD BUSINESS:

1. Budget Amendments

Tim explains that Jarrod Pfaff brought his recommendations to us. If you are comfortable with them then we need to execute the transfers. The fire budget money that didn't get used can now be moved to the reserve account. Mayor McCown said he wouldn't move it until September or October. There is money in all the reserves to make payments so there is no need to move at this point. We bought the fire hydrants for about \$7,500.00 and we never made this transfer to make these purchases. Mayor McCown said we have money there and the bills are getting paid,

eventually we will need it and then we could make the transfers at that time. Mayor McCown offered that the sewer fund will be out of funds due to the repairs we have undertaken and we can make the transfers from the reserve accounts at that time. Tim also offered instead of making payments out of the water, sewer and garbage accounts we could make payments directly from the appropriate reserve account, resulting in fewer transfers. David Jones thinks we should wait and see what is needed and make the transfers at that time. Tim Southern said I am torn there is nothing wrong with doing it either way. Possibly the town could get hit with bills and not have the tax revenue money in the bank at the same time to offset these large bill payments.

Mayor McCown asked Tammy if it matters to her how the funds are recorded for the Joint Fire Board. It is money that was budgeted but that the fire department didn't use so the agreement was we would move it to their reserve account. Daymon explains this is the way we have always done it so he is in favor of making the transfer. David Jones also expressed he is in favor of making the transfer. David Jones **MOVED** to transfer the unused portion of the Joint Fire Boards budget from 2013 into fund 310 Fire Capital Projects Fund. Tim Southern seconded the motion and the motion carried unanimously. The transfer will be made for the next council meeting.

2. Mark Young attended the meeting with Dept. of Ecology concerning the WWTP. Mark would like the council to receive notes from this meeting. The Dept. of Ecology will have a full report to us sometime in the near future. The plant is now working again and about 80% operational at this time. Our bio-cell will take about 2 months to fully starting working as it is intended to operate. The Dept. of Ecology would like us to burn the cat tails in the wetlands. Robby adds that it will take us a couple months before we see a difference in our testing results now that the bio-cell is back in operation. Mayor McCown would like the public works guys to get the biosolids up to Bar-tech.

NEW BUSINESS:

1. Planning and Zoning Committee still needs one new member.

Tammy Howard is here to represent the Planning and Zoning Committee which has been meeting to consider the marijuana production, processing and retail sales. Retail sales would need to be in the commercial zone, which allows no locations in the commercial zone far enough away to support the 1000 feet radius from schools, churches, etc. so there will be no retail sales in Garfield. That leaves only production and processing and after two meetings the commission would like to recommend that it would be considered under the cottage industry in Ag-1 with a approved conditional use permit. This would require no additional changes to our current zoning codes.

The conditional use permit would trigger announcing to the applicants neighbors within 300 feet what the plans are for production. The Planning and Zoning Committee will take the comments very seriously. If the council would like the Zoning Committee to limit it to a certain zone it will take a year, to possibly a year and a half to accomplish. If the council wished to outright ban, the committee will help in any way they can, but felt this wouldn't be part of zoning's duties. Most of the zoning in town allows for cottage industry within the zones. This is not to say the council would not approve based on the neighbors response. The committee recommends that the council doesn't make any changes at all to the zoning rules. Possibly the council could allow the Planning Commission to accept each applicant on a case by case situation.

Mayor McCown asked is the council alright with this response? Mayor McCown points out the letter sent to the Town of Garfield from the Washington Liquor Control Board. The letter questions whether the town approves or disapproves of the candidate and their business location. The Town of Garfield sent a letter asking for a 20 day extension so that we could get more input from the community, today is the last day. If we don't send it back in then we are saying to the State that we don't care. Mayor McCown said I would like to put this to a vote to see if we approve or disapprove of the application. Tim Southern **MOVED** to accept the current applicant. Daymon Marple seconded the motion. Mark Young and David Jones both cast no votes. Mayor McCown' tie

breaking vote was also a no vote stating he could not vote for it because all the people he has heard at the public meetings said that they were not in favor of this type of business in town. The motion failed to pass. Mayor McCown asked the clerk to send back the letter to the Washington State Liquor Control Board stating the Town of Garfield doesn't approve of the candidate or the location of the proposed business.

Mayor McCown said one other time we got a notice to review a liquor license and the town opposed it, but the Liquor Control Board approved it anyway. The Liquor Control Board doesn't want these grow facilities in the bigger towns. Mark Young said he wouldn't be opposed to sending a letter to the tax board to explain our position with this matter. Mayor McCown states we are telling the state we are saying no to this particular one due to resident and neighbor complaints. Daymon thinks it makes sense this could be a one year review type of a situation where the town follows up on the applicant and business to make sure everything is operating correctly. Tammy said they would probably need a longer review time to make sure it was in compliance if they went that route. Tammy thanked everyone for their patience, and that she has really enjoyed the community involvement on this matter.

Tammy said the Planning and Zoning Committee would like to recommend Jarrod Pfaff who said that he would be willing to join the committee. David Jones adds that he made a motion at the last meeting nominating Katie Young as a good candidate for this committee. Mayor McCown informed the council that Tim or Tammy weren't present for this meeting so they were unaware of the other name. There are two viable options for the committee, which is wonderful, but Mayor McCown wants to table the nominations until the next council meeting when the full council is present to decide who to nominate to this open Planning and Zoning Committee position. Tammy explained it is a 7 member committee and currently Kevin Pickron is the only male on the committee.

2. Clerk/Treasurer Office Hours.

Clerk/Treasurer Cody Lord proposes that we change the hours at Town Hall. Currently there is enough work each week to fill about a 32 hour work week shift. Most of the foot traffic and phone calls come in during the afternoon to evening hours. Cody proposes opening the office from noon to 6 pm Monday thru Friday and noon to 8 pm on council evenings. Cody explains the phones will be forwarded to his cell phone during the morning hours in case there is any pressing matter, and he will also be present in town at most times and willing to come help anyone at Town Hall who may need assistance during the 8 am to noon time frame. The council agrees that this would be fine to try these hours. Mark Young asked if we could post the schedule change around town, on the website and also on the office door so town citizens are informed. Sonja Hall also asked if the clerk could post the hour changes on the billing notice sent out each month.

Mayor McCown asked the council to make a list of things the Town of Garfield needs to improve upon. Cher asked about the compost facility. David Nails said he would have the outfit that chips for them come and do it for nothing. Mayor McCown has been talking with Cannon Hill, the company David Nails uses to chip wood piles. They looked at the pile today and said they will have to get back to us with a figure on how much they would charge the town. Cannon Hill will put the compost debris in with the chips and mix it all together and take the contents off site. Their only concern was about the power lines and hoped by the next meeting they would have an answer about the cost to chip the pile. The Saint Mary's company is still also available to chip the piles.

FINANCIAL:

1. Approval of Checks: Mark Young **MOVED** to approve the following bills presented to council for payment. Tim Southern seconded the motion and the motion carried unanimously.

Check Register # 11342-11346
Check Register #11347-11368

Payroll: \$8,191.21
Claims: \$19,003.70 Total: \$27,194.91

1st Quarter Adjustment Register was presented to council and signed by Daymon Marple and Tim Southern.

1st Quarter Financial Statements were sent to the council members on 4/4/2014 and posted to the website the same day.

ADJOURNMENT: Tim Southern **MOVED** to adjourn the meeting at 8 PM. David Jones seconded the motion and the motion carried unanimously.

Ray McCown, Mayor

ATTEST: _____
Cody Lord, Clerk/Treasurer