

**Town of Garfield**  
**PUBLIC HEARING 2015 FINAL BUDGET**  
**TOWN COUNCIL REGULAR MEETING MINUTES Preliminary Draft**  
**Town Hall – December 17<sup>th</sup>, 2014**

**CALL TO ORDER:** Mayor Ray McCown called the meeting to order at 6:59 PM

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

**GUESTS:** None

**APPROVAL OF MINUTES:** Tim Southern **MOVED** to approve the minutes of the Public Hearing and the Regular Council Meeting Dec. 10<sup>th</sup>, 2014. Mark Young seconded the motion and the motion carried unanimously.

**POLICE DEPARTMENT REPORT:** Chief Neumann present.

Things have been fairly quiet. Chief Neumann talked with Officer Merry about the three items that needed taken care of in town. There are two trailers that need to be moved. Chief Neumann asked council to give them about a week to take care of it before the department starts tagging them. Mayor McCown would like to see the wood stack that is on city property moved on onto the homeowner's property. Mayor McCown states that even the building is over the property line. Mark Young asked where is this located. Mayor McCown explains it is the property up by the school, a blue double wide on the left across the railroad tracks.

Officer Neumann gives an update on Officer Merry's accident involving a juvenile and the police cruiser. The department is still using a rental vehicle and Officer Merry is doing better, he had to miss a couple days of work due to a minor injuries and then he was out on some vacation time. Officer Merry will be back Friday. Hopefully the department will have a new vehicle in mid January. The other driver did not have insurance, so the file has been turned over to the insurance company for collection. Chief Neumann exited the meeting at 7:03

**PUBLIC WORKS REPORT:** Robby here for the Public Works Department  
Water

- There was a water leak on 5th street that they have been repairing. The old service line was still in the hole, Robby and Brad put a cap on it since it is just an old vacant line.
- Pump 3 chlorinator, the demo version is having a problem staying primed. The usage is not high enough for the use of Pump # 3.
- The town will need to have the telemetry system looked at in the future, it is still sticking, Tim Southern said it has happened in the past. They have come in and looked at it and patched it back together before. Tim explains that it is too early to say if the telemetry system needs replaced. Sharon Schnebly questions, wasn't there a power outage that caused a problem. It is determined that several different things could be causing issues. Tim says a new system might be about \$10,000. Sharon remembers that some of the new components may not be compatible with old systems. Mayor McCown said he would recommend pulling up the sensor and putting a new sensor in its place. Mark questioned if something went very wrong with the system how much time would the town have to fix it. Mayor McCown said we are talking about 5 to 6 days before the water would become an issue.

Sewer

- Robby and Brad will haul biosolids again on Friday. Co-Ag will let us use their forklift to load the containers into the back of the dump truck. Another 2 or 3 trips over the next three weeks will be needed to get rid of all the biosolids again. It is more than what the O and M Manuals are saying should be coming from the system. Tim asks do we have a low bug count in there right now. Sharon

also thinks this seems like a lot coming from the system. Mayor McCown said at the first of this year it was right at the top, it should run about half full and then be wasted for removal.

- Brad ordered some fuses for the microscope; however the new fuses are blowing continuously. Brad thinks it may be time to get a new one. The guys will explore the WSU surplus and see if they can find an inexpensive model that will work for us.
- The plant is operating better. Strom will look at the flow units and recalibrate the flow meters for accuracy.

#### Garbage

- The grabble on the garbage truck is still giving the guys trouble, Robby will call Jim at solid Waste and see what he has to say about it.

The Holiday schedule was discussed.

#### **OLD BUSINESS:**

1. Ecology Update. David Tysz would like to see Robby and Brad spending more time at the plant and reviewing the O & M manuals. Until these guys are operators David will be expected to take on the operator role for the plant. Tim explains to the council that David will most likely be seeking more money to compensate for the additional time being spent at the plant. Mayor McCown would like Robby and Brad to be learning as much as possible at this time so transfer of plant operator can be completed as soon as possible once Robby becomes qualified. Robby explains to the council he and Brad need to be spending more time at the plant each day to learn the ins and outs that can only be acquired from experience.

Tim comments that Robby is the closest to completing his Operator II training so in his mind Robby should be the person spending the majority of his time at the plant learning it. He thinks on Mondays Brad should be running the garbage route and Robby should be taking care of the plant. Robby said a couple of hours is needed each morning to run the necessary tests. Robby will be testing for the Operator II permit in September. Robby says there is a lot of information and processes to retain and it will just take time.

Mayor McCown says this plant is a good plant but more difficult than most plants to run. It is a plant this is designed for a community about 5 times the size of Garfield. Ideally a Lagoon system would be perfect for this community. Without experience in the plant, it is difficult to keep in balance. Tim adds that we don't have the money, space or resources to make lagoons happen at this time. Mayor McCown said the town does have the space as the town owns the land where the gun club is and it should have probably been done back in the 1990's.

Sharon said the town has put a lot of money into the plant over the years. Mayor McCown explains the biggest problem right now is the tests that we are having to run. We don't have the proper equipment for some and need accreditation for others. Mark Young says we have to make every attempt to accommodate the test that the Dept. of Ecology is looking for. Mayor McCown explains the guys haven't learned the tests yet and because this is all new to the Mayor the Permit Manager Ellie Key will be returning to Garfield to tour the plant with the Mayor and show him the ins and outs of the plant and the expectations. Tim expressed his interest in walking through the plant on this tour with the Mayor. Diana will come down at a later time and walk the plant with Robby, Brad and David.

#### **NEW BUSINESS:**

1. Resolution 2014-10 amending the sewer rate for 2015 and 2016. Tim Southern **MOVED** to amend the sewer rate for 2015 and 2016. Sharon Schnebly seconded the motion and the motion carried unanimously.

2. Resolution 2014-11 2015 Payroll ranges. Tim Southern **MOVED** to approve the pay ranges for the Town of Garfield Employees for 2015. Daymon Marple seconded the motion and the motion carried unanimously.
3. Legal Retainer Agreement for Bishop Law Offices. Daymon Marple **MOVED** to approve the amount to be paid to Bishop Law Offices each month to cover the legal retainer. Tim Southern seconded the motion and the motion carried unanimously.

Tim asked why is Whitman Medical Group pulling the clinic from Garfield? Sharon explained because there just aren't enough clients in the area to keep it open. Mayor McCown also said that Medicare has beat down the prices so much in the clinic with the elderly patients. Tim asks would it be smart for the council to go and talk with them and see if anything can be done to keep them here, it would be a shame if we can't keep them. Mayor McCown said there is a letter circulating asking them to keep the clinic open a couple days a week. The pharmacy is staying in operation. Sharon says the pharmacy has low overhead and the elderly home next door subsidizes it pretty well.

Mark agrees that there should be some kind of communication with the hospital district to see if anything can be done. Mayor McCown explains that Greg Partch is also looking into the 90 day notice of leave. Mayor McCown will leave the letter with Cody and let's get everyone to sign it. Sharon asked how does everyone feel about putting it on town letter head and having all of us sign it. Mark suggested inviting them to come to the next council meeting so that we can hear why they are leaving and express our concerns. Sharon also thinks this is not a bad idea to give them the opportunity to explain their reasoning. Daymon Marple added they were going to try to get a nurse practitioner to fill in for some time. Tim asks would it be worthwhile if we don't get anywhere with Whitman Medical to talk with Gritman or Palouse Medical. Mark asks who owns the building. It is determined the hospital district does. Tim said another idea might be to buy the building and let the EMS and Fire District run together like other towns.

#### **FINANCIAL:**

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

Check Register # 11667-11670 EFTPS

Payroll: \$6,180.56

Check Register # 11671-11677

Claims: \$2,971.82 Total: \$9,152.38

Mayor McCown talks about the forklift that the town currently has and how the town could stand to get an updated one that has a turntable on it. Tim says the town doesn't have to buy a new forklift; they can just buy the turntable. He thinks that the alternator needs to be replaced and he feels the guys need to just do some work on the equipment. Mayor McCown said a sales man called him and a good used one would cost \$17,000 and he is not sure how much our machine would draw if trading it in. Mayor McCown said the town can borrow the Co-Ag's this time but the Co-Ag manager is now in Rosalia so it may be difficult to borrow in the future. He said it does work very nice to empty the bins which hold the bio-solids into the dump truck.

Cody talked with Gloria Bennett who is analyzing and waiting for the results of the pilot program for switching the current street bulbs to LED bulbs. There is believed to be considerable savings in switching out to the LED bulbs. Results from the study will not be in until this spring and depending on the numbers hopefully some state grants will be issued for small communities to switch over to the LED program. She will send out emails with results once all the information is processed. In the meantime, Gloria said the Mayor or council members could reach out to their legislators and let them know there is a great interest in this project for cost savings to small towns.

**ADJOURNMENT:** David Jones **MOVED** to adjourn the meeting at 7:44 PM. Sharon Schnebly seconded the motion and the motion carried unanimously.

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**Ray McCown, Mayor**

**ATTEST:** \_\_\_\_\_  
**Cody Lord, Clerk/Treasurer**