

Town of Garfield
TOWN COUNCIL REGULAR MEETING MINUTES Preliminary Draft
Town Hall – February 12, 2014

CALL TO ORDER: Mayor Ray McCown called the meeting to order at 7:03 PM

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

GUESTS: Jarrod Pfaff is here to go through the end of year financials and talk about the most notable items on the ending budget. Current Expense didn't end the year to bad, only a little over budget. The added expenses were due to new picnic tables and pea gravel at the park as well as paint and furniture for the Town Hall remodel. The Fire Department didn't use a portion of their budget. If council wants to continue with the same agreement stating unused funds for the fire department budget will be transferred to fund 310 then a budget amendment must be drafted to make this transfer.

For the street fund, it came in under budget for 2013; however there is a fair amount of work that didn't get done pertaining to streets in 2013. There wasn't any asphalt patching completed and there wasn't any TIB grants received, which usually requires a \$5,000 matching grant. Street light electricity is \$2,000 higher than previous years. Daymon Marple asks about the LED light pilot program? Palouse is doing it right now. We are charged roughly \$14 per light, which is a rate set from the state utilities commission. Within the LED pilot program there wasn't any language in there saying what the new rate would be to us even if we lower the wattage used per light. Jarrod mentioned that if nothing changes then think hard about the street levy and raising it another \$2,000 to \$4,000 to cover future electricity costs. It currently is at \$57,000 and we should be asking \$62,000 so there is a little buffer in there.

Fund 401 consists of the water, sewer, and garbage fund. When you look at this the entire fund itself didn't lose that much money. Water went over budget however we spent \$7,500 on fire hydrants therefore leaving water in not too bad of shape. Jarrod Pfaff would recommend doing a budget amendment and bring back \$7,500 from fund 410 to back pay the hydrants as it should have come out of the capital reserve fund. Fund 401 should have a beginning balance of at least \$65,000 to \$75,000 to have enough funds for bills throughout the year without having to transfer more money during the course of the year.

Sewer went approximately \$15,000 over budget due to the repairs at the sewer plant. \$13,000 was for items that needed repaired such as pumps, flappers and the boiler. Approximately \$2,000 was due to new guys wanting to spruce things up, so a few items are larger than budgeted for the shop supplies expense. Jarrod would suggest also adding \$13,000 to the budget amendment and take the funds out of 410 which is the reserve account to pay for these expenses.

Garbage has several expenditures that are slightly over budget. Jarrod Pfaff would like to take time with Cody to go over these expenses in the check register to see what caused these expenses to go over. Recyclables will fluctuate a bit depending on several variables. The current dumpster rates are about half of what Empire Disposal and other surrounding communities are charging. Empire is charging \$80.00 a month for the same size dumpster we currently charge \$46.00 for. Tim feels if we raised the rate for a dumpster to \$55.00 or \$60.00 a month, it would not be unreasonable.

In the past we have always kept a close eye on this account and Jarrod now thinks it is time to change the rates of the dumpsters. Tim Southern said some of the over budget items are due to the repair of the current garbage truck. Once we have the new truck in operation, we shouldn't have these additional expenses and also the fuel on the new truck should be less. Tim agrees with Jarrod in that we should be looking at this fund and making the necessary changes. Jarrod Pfaff said we should do one full year of running the new truck and see how the expenditures level out at that time.

Mayor McCown said our current recyclable program is almost a waste of time. None of it is generating much revenue, and in fact costing us more money in labor and fuel to collect and dispose of it. If we throw

it in with the garbage truck as we go it wouldn't even be enough to notice. If we are only weighing out 3 tons in a year we make like \$50.00. Everyone likes the thought of recycling, but currently it is not making us much money. Mayor McCown thinks it would be better to just notify the customer if we no longer want to allow recycling. Mayor McCown said he has already signed off on about \$10,000 of sewer repairs at this time. He thinks after talking with the engineers and David Tysz we are close to getting the plant back to normal. David Tysz and the engineer have different ideas of what we should be doing considering the treatment of the sewer. Eric Hasenoehrl thinks UV is too expensive to put in and too expensive to run. There are a lot of different operating costs involved with this method.

In closing Jarrod Pfaff said be very cautious of what you spend out of 410 and 412 this year. Only spend about \$10,000 out of this account. On the plant you are going to have to spend whatever it takes. Other than that I would keep the expenditures to minimum until it can regain.

APPROVAL OF MINUTES: Tim Southern **MOVED** to approve the minutes of the Regular Council Meeting of January 22nd, 2013. Mark Young seconded the motion and the motion carried unanimously.

POLICE DEPARTMENT REPORT: Officer Brian Dentler present for the police department.

- Nothing noteworthy for Garfield.
- This past week was mostly kids sledding in the street type calls very basic items.
- Everything has been very quiet.
- No problem tenants in town for awhile. When we have those they keep us busy for awhile. Nothing has been going on for a bit so that has been a nice change.
- Update of the 3rd street nuisance house. Mayor McCown said that apparently the WSU credit union is the owner of the property and they sent some people out to clean it up. It has been condemned at this time and they will come back do some more cleaning. Mark Young said if the house was torn down and a large hole left behind it wouldn't be very attractive. If the home was salvageable then it might be a better option to salvage it so it wouldn't detract from the appearance of the town. Tim Southern said maybe the town could buy it for a good deal and maybe the PDA could put something in there that is more attractive and useful. Mayor McCown explained the other HUD house was given to the city so it is possible it could happen again. Mayor McCown said let's keep watching it and see what happens.

PUBLIC WORKS REPORT: Robby Johnson Public Works Superintendent

Water

- Water, system is operating normal. Monthly samples look good. A couple meters failed or broke with the cold weather but have been repaired for the most part

Sewer

- The bio-cell leak at the plant has been located and they will now have to do more digging to access the leak.
- Robby had a phone meeting with the Department of Ecology people to go over what had happened with the quickly rising waters today. So much water went through the plant today and washed out some of the progress the public works and David Tysz had made.
- Trailer and 2 new dumpster are here and in back.
- Flood waters today. Everything has receded and the water has gone down at the plant. The daycare got the worst of the mess. There was some water gushing out and removed a grate and took it down the street. Creek is still high but should have stopped coming up.

Garbage

- Robby and Brad got one trailer of recyclables to the transfer station. We received no money but will get a reduced bail fee. The recyclables boxes will take two people to handle them and off load them. Two loads will be needed to meet a ton.
- Been trying to get in touch with Western with the new garbage truck. Didn't get a call back from them with an update today. They are having some personnel changes up there so maybe taking a

little longer than usual.

- Container at the collection site is loaded and Whitman County Public Works needs to be called to haul it off.
- Scrap trailer has been loaded twice; everything left is small enough that Robby can't load with the excavator. We will have to wait for Hatter Creek to take the loaded trailer away. Hopefully things will remain inside the containment area at this time.

Snow Removal

- Finally got the snow plowing and hauling under control. The sander is now working again on the plow truck again.

Shop

- Shop is getting cleaner and looking better and better. The office is now clean and organized and functions a lot better.
- With the cold trying to do things inside until the weather cooperates.

Future Projects

- This summer we will work on cleaning the storm systems in town out so that we hopefully won't have any ice build up in there next year. Temps the last couple weeks didn't help.
- There has been one burn day but the material wouldn't light up.

OLD BUSINESS:

Stephen Bishop is drafting up an ordinance regarding the zoning in the Town of Garfield that will need to be sent to the Planning and Zoning Commission for thoughts and approval. There are a lot of unanswered questions about shared revenues from the tax collections from production and sales of marijuana.

Daymon Marple said he doesn't know how this will actually work and it will be interesting to see if there is any revenue from it. Sharon Schnebly said if it rolls out anything like what happened in Colorado then towns could possibly make some money off it. Mark Young thinks it is a good idea to have the Planning and Zoning Commission take a look at the zoning and see what their thoughts are.

The question was presented was Garfield allowed a license for production or retail? It is still up in the air as to who is being issued what. The thought is the Town of Garfield can have a producer and grower but can't have a retailer. There has been 1 production application and 1 processor application submitted so far for the Town of Garfield. The large production is what is going to limit the location of a permit being issued. Daymon suggested the other way was to have it written that we allow business as long as it is not against the laws of the State of Washington or the Federal laws. Sharon says we might be forced by the state to allow such operations. Mark said we can prohibit them but we won't be able to revenue share in the tax money that is collected from marijuana sales. Sharon said this will get challenged soon by someone and then precedence will be set. Mark said that if we look at the voting in this state, this law passed in this county do to a large approval in the Pullman area, surrounding communities were not in favor.

NEW BUSINESS:

- Dumpster resolution. Mayor McCown asked if the committee was alright with the language. After taking a few minutes to look over the resolution it is decided a few changes would need to be made. Tim Southern wanted it to be like the previous tipper-can resolution so that we can share the cost of the can and spread the payments out over a period of time with citizens. As long as a citizen's utility bill is current at the time we will split your payment over the next 3 months. Council thinks we should spread out the cost and have this language written into the contract. Tim will take back to Stephen Bishop for some revisions.
- Engineering training, TIB grants. Annie would prepare them in the past and then Keltic would finish up the process for her. Tim explains that we could send Cody to classes to learn about the TIB or Keltic said that they would be willing to come up and train on how the process is done. Then the clerk will also know what Keltic is looking for. Council gives Cody authority to check into price and how long it would take to acquire the necessary training. Mark said if the price seems reasonable

then let's go ahead and start the process. Mayor McCown says let's keep it about \$500.00 and see what they present. Sharon says whatever is cheaper let's go with that.

- Mayor McCown talked with someone that is able to chip a pile such as the one we have at the compost pile. There is an outfit in St. Maries that has 3 chippers, they were going to come over last week to look at the pile and give us an estimate but were snowed out. David Jones thinks that it would be worth looking at. We had one burn day since the last meeting and we couldn't get it lit.
- The culvert down from the Hendrickson property that runs under the Railroad track and then continues down in front of Pat Pfaff's residence is the pipe that was at capacity Tuesday. The cover blew off the manhole and the water was shooting out, all the culverts in that area were completely full. Mayor McCown says several years ago a guy went over and dropped an old grain door over the culvert which diverted and slowed the water. Maybe it is time we build a half inch plate and drop it so that it slows the water down and diverts it into the field. There is plenty of area to hold water. Mayor McCown also says the Town has authority of drainage.

Sharon asked will this cause erosion in the pasture? Daymon said we should probably talk with the Hendrickson family and see what their thoughts are. Tim suggested also having Keltic take a look at it and see if he thinks it would be a good idea to divert this water. Mark Young asked what happens if it builds up and comes over the bank? It was decided that it wouldn't be a good situation. The road is all solid rock so there shouldn't be any structural issues. This is a conversation the council should talk about in the future. Daymon said we may also be able to find a TIB grant that can put a culvert in there and then carry the water somewhere else; we would just need to make sure the somewhere else was a good option.

- A billing issue was brought to the council regarding a customer who was having some financial difficulty and needed about another week to make their payment to avoid water shutoff. Cody asked the council how they would like him to approach the matter. Tim said that he was not in favor of extending the time frame for one person as that opens the possibility of other people coming and asking in the future and us having to accommodate the request. It was decided by the council that the Clerk would explain to the customer that a payment beyond the cut off date would not keep them from getting disconnected and this needed to be the stance with all customers going forward.

FINANCIAL:

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

Check Register # 11274-11278

Check Register # 11273 PLUS Dept of Revenue EFT

Check Register # 11279-11298

Payroll: \$6,476.96

Claims: \$2,585.27

Claims: \$23,135.78 Total: \$32,198.01

ADJOURNMENT: Daymon Marple **MOVED** to adjourn the meeting at 8:00 PM. Sharon Schnebly seconded the motion and the motion carried unanimously.

Ray McCown, Mayor

ATTEST: _____
Cody Lord, Clerk/Treasurer

