

Town of Garfield
TOWN COUNCIL REGULAR MEETING MINUTES –Final Draft
Town Hall – October 23, 2013

CALL TO ORDER: Mayor Pfaff called the meeting to order at 6:58 PM

ROLL CALL: Mayor Pfaff, Tim Southern, Sharon Schnebly, Daymon Marple, and Mark Young. Larry Hunt arrived at 7:03. Staff – Public Works Superintendent Robby Johnson, and Clerk/Treasurer Annie Pillers and Clerk Trainee Cody Lord. Absent: No Absences

GUESTS: No Guests

APPROVAL OF MINUTES: Sharon Schnebly **MOVED** the minutes of the regular council meeting of October 9, 2013 be approved as written. Daymon Marple seconded the motion and the motion carried unanimously.

POLICE DEPARTMENT REPORT: No police representation present.

PUBLIC WORKS REPORT: Robby Johnson in attendance for Public Works.

Water

1. Pool and park sprinklers are off. There was a leak on 3rd Street, Tim Southern helped Robby fix the leak. Grossman water leak is fixed. We have a couple more water leaks that need fixed in Town of Garfield. Robby passed his water test. Public Works needs to order new 5/8" gravel and received approval from Mayor Pfaff to go ahead and purchase.

Equipment

2. Rowand Machinery thinks we can get up to \$17,500.00 for the backhoe. No update on the garbage truck yet.

Recycling

3. Robby is waiting on a call back from Whitman Transfer concerning the recyclables. Surveillance equipment will be installed at the metal scrap yard to thwart repeat offenders from dumping items other than scrap metals in the holding area.

Labor and Industries

4. L & I is happy with our progress on updates and addition of handbook.

Park

5. Robby will be taking care of the leaves once they fall. Won't shut the water off until the 4th of Nov. so that the bathrooms will remain open. Because of recent vandalism in the park, the bathrooms will be locked for Halloween. As long as there is no issue of freezing we will keep the bathrooms open.

WWTP

6. Robby talked about some of the updates needed at the Waste Water Treatment Plant. He will be contacting ML Albright to see if they can fix the in take flaps at the plant, also checking to see if there are other contractors available to do it. Eric Hasenoehrl from Keltic went to the plant on Friday for a walk thru.

Mayor Pfaff says that we need to do more repairs to the plant. The intake Flappers need fixed, bio-cell needs repaired, the chlorinator needs to be updated and fixed. Eric Hasenoehrl at Keltic is going to look at some other options for our chlorine to save us money. We need to buy bugs for the bio-cell because they have all died. Some additional costs will be coming through soon to make repairs at the plant.

Larry Hunt asked if we have Eric Hasenoehrl's help and Robbie, would this be a good time to do some updates.

Mayor Pfaff stated if we can get the permits raised we will not need a lot of updates. There is an opportunity to switch over to the chlorinated pellets which are cheaper than UV which can be very costly. Eric is looking at these updates for us. Eric was a great help in making things happen at the plant. There is a pump that needs worked on at Strom it will cost about \$1700 to \$2000 and this will become our backup

pump when a pump goes down. To fill the bio-cell tank it should only be taking one pump but right now it is using 2 pumps to get the water up to the tank, so there is an assumption of a problem in the pipe. We will know more once a camera is sent down the pipe.

Mayor Pfaff is calling Pat McGuire with the Dept. of Ecology to see where we are at on our Licenses. Research is being done to see if we can find another roving agent to utilize their permits to watch over our plant until Robby is compliant with licenses.

OLD BUSINESS:

1. Resolution 2013-24 Declaring the grader, backhoe and White tractor surplus.
Larry Hunt **Moved** to adopt Resolution 2013-24, declaring the backhoe, White tractor and grader surplus. Mark Young seconded the motion and the motion carried unanimously.

Min bid on the backhoe is \$15,000.00, grader is scrap and White tractor is \$6,000.00.

NEW BUSINESS:

1. Resolution 2013-25 Adopt the Salary Schedule for Public Works Assistant

Larry Hunt **Moved** to adopt Resolution 2013-25, adopting the new Public Works Assistants salary range (\$3,333.34 to \$3,416.67). Sharon Schnebly seconded the motion and the motion carried unanimously.

Robby is taking the position as Public Works Superintendent as of the 17th of October. We have to reset the PWA salary to reflect the rate of a new hire.

2. Ordinance 436N Adopting 2014 Property Tax Increase

Larry Hunt **Moved** to adopt Ordinance 436N authorizing the increase of 2014 Property Taxes. Tim Southern seconded the motion and the motion carried unanimously.

This is what the state allows us to collect, Mayor Pfaff explained the breakdown. The Banked Capacity is a little higher than initially thought.

3. Ordinance 437N Setting the regular and special levy amounts for 2014.

Daymon Marple **Moved** to adopt the Ordinance 437N setting the regular and special levy amounts for 2014. Sharon Schnebly seconded the motion and the motion carried unanimously.

The Special Street Levy is \$2.65/\$1000 and the General Levy is \$2.87/\$1000. This is a slight increase over the previous year.

Mayor Pfaff explained the CPI for the year is 1.7%. Mayor Pfaff wants to start making a plan so that we can work on the budget. The CPI he was reviewing is the Seattle region. This is not to set the rate, simply so that we have a target for setting a budget. The council agreed on a CPI rate 1.7% CPI for the year. This is the yearly average and also a total for all CPI's indexes. Larry thinks with an all around average it is a good target. Maybe not set a number but use a region like Seattle CPI and then how much fluctuation would you like to account for. This can be set on a yearly basis. Tim thinks base it off Seattle CPI plus or minus 1 or 2%, then there is a little lead way and a starting point. So it was decided CPI as much as 1.7% plus or minus 2%. Stephen Bishop will still need to review this.

FINANCIAL:

1. Approval of Checks: Larry Hunt **MOVED** to approve the following bills presented to council for approval. Daymon Marple seconded the motion and the motion carried unanimously for the entire financial section.

Check Register #11129-#11134 Plus EFTPS	Payroll: \$6,619.29	10/18/13
Check Register #11135-#11137	Payroll: \$359.57	10/21/13
Check Register #	Claims:	Total: \$6,978.86

The council reviewed the void and spoiled checks. A description of all changes made to the void/spoiled register was given to council for review. Also the Garfield Pool was charged for a month of service even though their account had not had activity due to the pool closure. It was agreed that we will not bill the pool for the month of October services.

PWA job posting is out there and will be posted for two weeks. We are already receiving good feedback and candidates. Larry would like to see Robby involved in the hiring of the PWA. By the end of the week we should be out in publication in several places.

Eric Hasenoehrl is due back in a week or two to finish the walk thru and evaluate on how to move forward.

ADJOURNMENT: Larry Hunt **MOVED** to adjourn the meeting at 7:29 PM. Daymon Marple seconded the motion and the motion carried unanimously.

ATTEST:


Cody Lord, Clerk/Treasurer


Jarrod Pfaff, Mayor