

**Town of Garfield**  
**TOWN COUNCIL MEETING MINUTES**  
**September 10, 2008**

**CALL TO ORDER:** Mayor Jarrod Pfaff called the meeting to order at 7:11 p.m.

**ROLL CALL:** Jarrod Pfaff, Andrew Flodin, Larry Hunt, John Kuehner, and Rob Watkins.  
Absent: Tim Southern. Also present: Public Works Assistant Perry Brown (7:15, left early);  
Brian Conklin; Whitman County Commissioner Jerry Finch; Jana Mathia-Whitman County  
Gazette; Police Chief Jerry Neumann; Whitman County Commissioner Greg Partch;  
Clerk/Treasurer Annie Pillers; Jalayna Watkins-Whitman County Community Services, 2 youth.

**APPROVAL OF MINUTES:** Larry Hunt **MOVED** the minutes of August 27, 2008, be approved  
as written. Rob Watkins seconded the motion and the motion carried unanimously.

**INTRODUCTION OF GUESTS:**

**A. Whitman County Commissioner:** Prior to the meeting opening, Commissioner Greg Partch introduced Commissioner Jerry Finch. He briefly talked about a recent award the county received from the Governor's Office for economic development related to the Hwy 270 Moscow-Pullman corridor project. He also confirmed the county had purchased the chipper and hired an operator. Mr. Partch then left the meeting.

The meeting opened with Commissioner Jerry Finch addressing the council, confirming he was running for a 3<sup>rd</sup> term as a Whitman County Commissioner. He noted his passion as a commissioner over the last 8 years has been economic development, having a background in business ownership in Pullman. He noted his involvement in the development of the Moscow-Pullman corridor, the transition of the Palouse River Counseling Service from under the county umbrella to a private organization, and the transfer of the county's airport to the Port of Whitman, where improvements were made. He noted as part of the transition with Palouse River Counseling, the county received \$500,000 that they used to update the sheriff's office fleet through the establishment of a equipment revolving rental fund. He talked about the level of effective communications established with WSU and the Port of Whitman. Further, he noted the improvements to the county courthouse and establishing a credit card system for district court payments which cut down accounts receivable from \$1.5 million to \$500,000. Commissioner Finch stressed his future plans include addressing inadequate wages for county employees through economic development generating more tax revenue. He also felt some of the busier county roads should be paved. He talked about a variety of county services that help the local communities include the Spring and Fall Clean up with reduced tipping fees, the tire amnesty program, the new chipper program and the car crusher scheduled this fall.

**B. Community Service Program:** Commissioner Jerry Finch took a moment to thank Jalayna Watkins for all her hard work with the juvenile services program, noting the reduction in Whitman County youth being transferred to Martin Hall.

Jalayna Watkins introduced the two youths who participated in the community service pilot program in Garfield this summer. She mentioned one other youth had started the summer in Garfield but then got a job and was not able to continue. She noted Administrator Kim Kopf wanted to attend but she was out of town for work. Jalayna reviewed the pilot project, noting that Kim hoped to expand the program to one other community next year. She provided council with a report of projects and hours worked by the juveniles. Collectively the juveniles logged in 90 hours of work, working on 18 different projects. Jalayna noted as part of the program the youth were asked to write about what they had learned. One of the juveniles wrote that it was a

good experience and he learned a job isn't just fun and games. You have to work. The second youth wrote that the whole experience showed her that it takes a lot of work managing a small town and that the people work as hard as they can. Jalayna shared the youth were very proud of their accomplishments and particularly, that when allowed to do the recycling project their way, they shaved off nearly 2 hours from the prior time. Council thanked the youth and expressed the appreciation for all the hard work done. They looked forward to continuing with the project next year.

#### **POLICE DEPARTMENT:**

Chief Neumann provided council with the bi-monthly activity log and reviewed recent cases. He confirmed the car crusher was scheduled to come in October for the junk cars, but no date had yet been set. He talked about the department recently looking at hybrid vehicles for the department but the cost was prohibitive. A hybrid would be between \$25,000 and \$30,000 while a used vehicle that could be outfitted for law enforcement was \$16,000 to \$18,000. He plans to rotate cars every 3 years. Chief Neumann informed council he did not anticipate an increase in the contract during 2009, but likely there would be an increase in 2010. He asked the council how they thought things were going. Council agreed things were going very well. Larry Hunt felt the visibility of the department was very good and that there was good coverage. Rob Watkins appreciated the varied schedule of officer shifts in town.

#### **OLD BUSINESS:**

**A. Horizons Program:** Mayor Pfaff asked Brian Conklin to update the council on the Horizons Program and the meeting he recently attended. Brian reported he attended the meeting along with Kevin Pickron. The program is more leadership training than anything although it does have a broad focus on poverty. It's not a quick path to \$10,000. Horizons is under a foundation from the old Great Northern Railroad. The program consists of 18-months of coaching on how to recruit people, talk to people and teach the community how to lead people and how to get more community involvement. The initial meeting required 5 people attend plus another 30 people sign up to participate. Brian noted that Rosalia attended and they had about a dozen people. They brought their application with them and were prepared to get started. At the end of the program folks can become certified trainers of this leadership training for life. He noted Horizon provides a ¼ time employee at 10 hours a week to assist. WSU is the agent for Washington State. The community could take what they learn from this training and process to address other issues in community. A town the size of Garfield should have 90 people involved by the end. Brian noted these numbers can be as simple as 15 people doing surveys and those responses are numbers.

Brian stressed that this was a fantastic program but the timing was too short for Garfield this year. The application was due at 5 pm today. He suggested looking at this for next year and spending time now getting prepared. He encouraged a broad group of community leaders get involved. He suggested the council, WRD, Lion's, the faith community, the school, business owners, stay at home moms, etc. He noted the program is for 18-months, but applications to participate are taken annually. Last year 22 communities participated, this year there was funding for 15 communities. Mayor Pfaff expressed his commitment to the program noting as the Mayor he would not take a leadership role but allow the larger group to develop its own leadership. He encouraged council to consider their possible level of commitment.

**B. Street Signs:** It was confirmed the street signs had been ordered but not yet received. A decision on brackets and post was yet to be made.

**NEW BUSINESS:**

A. Latah Sanitation Services: Council discussed using Latah Sanitation for garbage services. Latah's fee is \$64 a ton while Whitman County is \$95 a ton. This could generate an annual savings of \$5,000 to \$6,000. Council talked about recycling and clean up days and agreed they could still go to Whitman County for this. Council consensus was to start using Latah Sanitation for the town's garbage disposal and transfer.

B. Zoning Change - Allowance for Public Safety Building: Mayor Pfaff explained there was a definition in the zoning codes for public buildings but this use was not included in the zones as either an outright or conditional use. Council agreed this needed to be addressed, preferring to make public buildings a conditional use. Rob Watkins **MOVED** that the Planning Commission convene and address the idea of including public buildings as a conditional use in the zoning code. Larry Hunt seconded the motion and the motion carried unanimously.

C. Public Safety Building CTED Payment Request #5: Mayor Pfaff presented payment request #5 for the public safety building feasibility study. It was confirmed 100% of the costs for this study was paid for through the grant. Larry Hunt **MOVED** to approve CTED Payment Request #5 for the Public Safety Building Feasibility Study in the amount of \$6,491.15. John Kuehner seconded the motion and the motion carried unanimously.

D. Ordinance No. 356N – Street Fund/Street Reserve Fund Budget Amendment: Annie Pillers reviewed the proposed budget amendment for the Street Fund and Street Reserve Fund. She noted the amendments reflected the current construction contract of \$233,000 plus the town's additional financial commitment for costs beyond what TIB could match and in-kind financial match the town would have to make, plus receipt of the \$5,000 contribution from the school. The construction budget was at \$245,000 with the first payment request received. The engineering contract was complete and Progressive would not be billing any more. Annie reported speaking with Progressive and they did not anticipate any construction increases but would not know for sure until all the quantities were tallied. The Mayor noted, in doing this budget amendment review, it was determined the street fund, without projects, will start having a surplus. The fund can put some money away, plus cover wages. Larry Hunt **MOVED** to adopt Ordinance No. 365N amending the Street Fund and Street Reserve Fund. Rob Watkins seconded the motion and the motion carried unanimously. Rob Watkins asked about the patching to be done on the bridge. Mayor Pfaff explained this would be done when they were paving at the sidewalk project.

E. 2008 Overlay Project: Larry Hunt **MOVED** to adopt the Final Contract Closeout with the Transportation Improvement for the 2008 Overlay Project in the amount of \$40,880. Rob Watkins seconded the motion and the motion carried unanimously. It was confirmed this cost was 100% covered through the TIB grant.

F. RESOLUTION 2008-22 - Whitman County Interlocal Agreement for Chipper/Grinder: John Kuehner **MOVED** to adopt resolution 2008-22 authorizing the Mayor to sign the interlocal agreement with Whitman County for chipper services. Rob Watkins seconded the motion and the motion carried unanimously. Mayor Pfaff confirmed the county is responsible for hiring the operator.

G. Park Pathway Markings: Brian Conklin asked council if they would be agreeable to marking the park pathway so walkers would know the distance they had walked. Council was agreeable to this and thought the town would have the needed paint.

**APPROVAL OF CHECKS:**

It was noted the town was now off the warrant system and all bills presented were under the new check system.

John Kuehner **MOVED** to approve the following bills presented to council for payment.

Rob Watkins seconded the motion and the motion carried unanimously.

Check Register: #8701-#8728. Claims: \$19,071.32, Payroll: \$5,433.11 TOTAL: \$24,504.43

Voided Warrant #8600, reissued w/new figure to Washington State Patrol.

Water Line Extension Project. Council briefly discussed the water line extension project, the anticipated schedule and its prevailing wage status. It was confirmed the .09 monies had been awarded and the town would be reimbursed once the project was completed. The anticipated time frame with .09 was for one year. Annie Pillers would follow up on the .09 funds to see if an extension was possible for next year.

**ADJOURNMENT:** Larry Hunt **MOVED** to adjourn the meeting at 8:28 p.m. Rob Watkins seconded the motion and the motion carried unanimously.

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**Jarroff Pfaff, Mayor**

**ATTEST:** \_\_\_\_\_  
**Annie Pillers, Clerk/Treasurer**