

Town of Garfield
TOWN COUNCIL MEETING MINUTES
December 22, 2008

CALL TO ORDER: Mayor Jarrod Pfaff called the meeting to order at 7:03 p.m.

ROLL CALL: Jarrod Pfaff, Andrew Flodin, Larry Hunt, and Tim Southern. Stephen Bishop-Town Attorney, Staff - Public Works Superintendent Dave Ulrick, Police Chief Jerry Neumann, Clerk/Treasurer Annie Pillers. Absent: John Kuehner and Rob Watkins.

APPROVAL OF MINUTES: Larry Hunt **MOVED** the minutes of December 12, 2008, be approved as written. Andrew Flodin seconded the motion and the motion carried unanimously.

PUBLIC WORKS: Dave Ulrick reported:

1. Snow Removal: The crew hopes to finish plowing the rest of the streets on Tuesday. Larry Hunt shared that he had heard positive comments in town about the good job of snow removal this winter. Mayor Pfaff talked about the plan for snow removal next year, with the levy failure. He noted early discussions were to plow the school routes, the hills, and downtown. With further consideration, he recommended rather than limiting the streets to be plowed, hold the snow plowing to a regular 40-hour work week with no comp time. Larry Hunt supported this idea of still plowing, but no extra overtime, rather than limiting the snow plowing areas. Dave Ulrick said historically that's what the crew has done, adjust their hours to accommodate the extra snow plowing done during the week by reducing the hours at the end of the week to avoid overtime. Dave noted the problem is when snow plowing is needed on a Saturday or Sunday, as the normal work week is Monday through Sunday. Mayor Pfaff said starting January 1st, snow plowing would continue throughout town, but with no overtime. If the crew was in a time crunch the focus would be downtown.
2. Street Lights – As soon as he had a free moment from snow plowing, Dave would try to make list of the location and pole number of the lights to be turned off and provide this to Avista. It was thought that Avista would, free-of-charge, turn off and on street lights once, and after that there would be a charge. Dave noted the street lights would have to be disconnected manually. Larry Hunt asked about an adopt-a-street light program like Farmington was starting. He knew of some people who might be interested in this option. He understood the monthly fee was about \$12 a street light. Larry would have folks interested in this option, contact town hall. Annie Pillers would confirm the monthly price with Avista.
3. Wish List – Dave had not yet prepared the wish list of equipment for 2009 but would do so shortly. Mayor Pfaff said he would need to provide this list by the end of the year.

POLICE DEPARTMENT:

Police Chief Jerry Neumann provided council with the bi-monthly activity time log. He reconfirmed the monthly detailed report would be typed and submitted to council. Chief Neumann reported another bank alarm today. Jerry noted the bank is paying an alarm service and the alarm service has put them off until February. It appears to be a malfunction on a teller alarm that no one sets off. Larry Hunt asked about costs to the town to respond. Two deputies, one from Colfax and one from Pullman, Jerry from Palouse, and Joe Merry, who was just coming on duty, responded. Chief Neumann reported this is the 4th alarm in the last 45 days. Officer Merry spoke with the bank manager about putting it back on the alarm company to get the necessary repairs done. Chief Neumann talked about a setting a fine if the false alarms were to continue. Jerry addressed the concern with kids sledding on city streets, noting that law enforcement takes the position that sledding is not allowed in roads with vehicle traffic. It's too much of a liability for the town and the police department as streets are designed for vehicle traffic. He noted Officer Merry encouraged the kids to go to the school. Council was agreeable.

NEW BUSINESS:

1. Resolution 2008-25. Mayor Pfaff read resolution 2008-25 establishing a travel expense reimbursement and business mileage transportation allowance. He noted the mileage reimbursement

of .445 cents stayed the same and the resolution also established limits for breakfast (\$7.50), lunch (\$7.50), and dinner (\$15.00). Larry Hunt **MOVED** to adopt Resolution No 2008-25 establishing a travel expense reimbursement and business mileage transportation allowance. Tim Southern seconded the motion and the motion carried unanimously.

2. Resolution 2008-26. Mayor Pfaff read resolution 2008-26 establishing a fee schedule for processing concealed pistol license applications per Jerry Neumann's recommendation. Jerry confirmed the only change is for the initial fingerprints that are currently \$60 but would go to \$70. He estimated the town would make about \$10 - \$14 more on new application. Tim Southern **MOVED** to adopt Resolution No 2008-25 establishing a fee schedule for processing concealed pistol license applications. Andrew Flodin seconded the motion and the motion carried unanimously.

3. Resolution 2008-27. Mayor Pfaff read resolution 2008-27 authorizing the clerk to cancel unexpended check no. 8822. Andrew Flodin **MOVED** to adopt Resolution No 2008-25 canceling unexpended check no. 8822. Larry Hunt seconded the motion and the motion carried unanimously. The clerk would re-issue the check with the next batch of checks issued.

APPROVAL OF CHECKS/ADJUSTMENT REGISTERS/SPOILED WARRANTS REGISTER:

Annie Pillers confirmed meeting with Finance Chair Larry Hunt prior to the meeting to review the adjustment registers and cancelled/spoiled checks register. She noted, as part of her year-end audit of her work, there were 3 adjustments registers. The first one related to the re-allocation of the audit bill from 2007 she did as part of the 2007 year-end work in early 2008, along with 2 other adjustments Maureen had made in 2007. The second one was the re-allocation of interest for the first part of 2008, based upon year-end balance changes with the audit bill reallocation. The third register confirmed the garbage bill adjustment approved at the last council meeting, as well as re-allocated DOH and Oxarc payments to the proper expenditure lines, re-allocated property tax to capital facilities, and matched the receipt line of TIB funds with the budget line.

Larry Hunt **MOVED** to approve the 12/22/08 adjustment registers, cancelled/spoiled checks register and approve the following bills presented to council for payment. Tim Southern seconded the motion and the motion carried unanimously.

Check Register: #8860-8872. Claims: \$614.40, Payroll: \$5,693.01 TOTAL: \$6,307.41

GARBAGE BILLING: Annie Pillers followed up from the last council meeting, regarding residential garbage billing. She noted confirming with Stephen Bishop, that residences, if receiving water, are to be billed for garbage, regardless of any one living in the home. She noted commercial properties that accumulate garbage are billed, but if the commercial property does not accumulate garbage no bill for garbage is required. She further noted that Stephen had talked about an option for a standby fee that is less than the normal bill for residents that are gone for extended periods and not using any municipal service, but leave on their water service. Stephen said he has seen this fee be \$20 or \$25 for water and sewer. Council talked about this option and asked for clarification on water usage and the definition of occupied. Stephen clarified under the standby fee, no water could be used and it would be applied to a personal residence where no one resides for a continuance period of 30 or 60 days. Council asked Stephen to draft an ordinance for their review at the next council meeting that would provide for a standby fee that was half the water, sewer and garbage rate.

ADJOURNMENT: Larry Hunt **MOVED** to adjourn the meeting at 7:38 p.m. Tim Southern seconded the motion and the motion carried unanimously.

Jarrod Pfaff, Mayor

ATTEST: _____
Annie Pillers, Clerk/Treasurer