

**Town of Garfield**  
**TOWN COUNCIL MEETING MINUTES**  
**March 10, 2010**

**CALL TO ORDER:** Mayor Jarrod Pfaff called the meeting to order at 6:55 p.m.

**ROLL CALL:** Jarrod Pfaff, Daymon Marple, Tim Southern and Rob Watkins. Staff – Public Works Superintendent David Ulrick, Fire Chief Brian Conklin, Police Chief Jerry Neumann, Clerk/Treasurer Annie Pillers. Absent: Andrew Flodin and Larry Hunt.

**APPROVAL OF MINUTES:** Rob Watkins **MOVED** the minutes of February 24, 2010, be approved as written. Daymon Marple seconded the motion and the motion carried unanimously.

**POLICE DEPARTMENT:** Chief of Police Jerry Neumann provided the monthly Garfield Activity Report. He briefly talked about some theft issues in the past week. The department has things narrowed down to a vehicle prowler. Chief Neumann also addressed the problem with some 911 hang ups that stretched out over a couple of days. It was related to storms/rain causing phone line problems. After working with the phone company, it appears the problem has cleared up, with no problems lately. Additionally, speeding problems near school and the street construction site have improved. Chief Neumann reported talking to the school coach about the area behind the seed plant being off limits. The coach was very receptive to idea and said he would get it done. There have been no complaints on it. The officers continue to work on the junk vehicle issues and it's going well. The officers are able to mitigate things right in the field.

**NEW BUSINESS:**

**1. Archival Grant – Authorization for Mayor to sign Records Transmittal Agreement and Service Level Agreement:** Tim Southern **MOVED** that the Mayor be authorized to sign the Records Transmittal Agreement and Service Level Agreement with the Washington State Archives Office. Daymon Marple seconded the motion and the motion carried unanimously.

**2. Resolution 2010-09 – April 2010 Street Levy Ballot Measure:** It was noted after submission of the town's request to be on the May 2010 ballot for the street levy, the town learned the May election was for school districts only. Tim Southern **MOVED** to adopt Resolution 2010-09 setting a one-year excess property tax levy to be used to finance street maintenance and repair and improvements and requesting the Whitman County Auditor place this \$55,000 ballot measure on the April 27, 2010 election. Daymon Marple seconded the motion and the motion carried unanimously.

**3. Resolution 2010-10 – Interlocal Agreement with Town of Rosalia for Joint Purchase and Use of Sewer Camera:** Rob Watkins **MOVED** to adopt Resolution 2010-10 approving the Interlocal Agreement with the Town of Rosalia for joint purchase and use of a sewer camera and authorizing the Mayor to sign the Interlocal Agreement. Tim Southern seconded the motion and the motion carried unanimously.

**4. Resolution 2010-11 – Interlocal Agreement with Town of Oakesdale for Rental of Chipper:** Tim Southern asked about the hourly rental rate. A rate of \$20.00 was agreed to by council. Tim Southern **MOVED** to adopt Resolution 2010-11 approving the Interlocal Agreement with the Town of Oakesdale for rental of chipper and authorizing the Mayor to sign the Interlocal Agreement with an hourly rental rate of \$20. Daymon Marple seconded the motion and the motion carried unanimously. David Ulrick said he would be developing a checklist to be used when renting the chipper and upon return. It was noted a full tank of diesel would be required upon return.

**5. Ordinance No. 382N – Cemetery Annual Due Date for Water:** Mayor Pfaff noted council authorized this at their last council meeting and this was the ordinance. Daymon Marple **MOVED** to adopt Ordinance No. 382N fixing an annual due date for water charges to the cemetery. Tim Southern seconded the motion and the motion carried unanimously.

**6. 2<sup>nd</sup> Street Water Line Project Pay Request #1:** Mayor Pfaff presented M&L Construction pay request number one for \$35,696.30 less 5% retainage of \$1,784.82. Rob Watkins **MOVED** to approve and

authorize the Mayor to sign M&L Construction Pay Request #1 in the amount of \$35,696.30. Tim Southern seconded the motion and the motion carried unanimously. Dave Ulrick estimated the project was approximately 2/3 to 3/4 done, not including putting in the lines. Mayor Pfaff confirmed the grant was covering the costs.

**7. May Day Involvement:** Tim Southern discussed the upcoming May Day celebration. He had been contacted by Kelly Conklin, who was in charge of May Day for 2010. Kelly was hoping that the council would participate that day. Tim Southern offered several suggestions including announcing at the parade/stand, rotating 20 to 30 minutes shifts in a booth downtown. It was anticipated the Fire Department and WRD would have booths downtown. Council was supportive of the idea, but noted involvement was dependent upon each individual council member's schedule.

**Fire Department:**

**1. Truck Repair:** Chief Conklin confirmed Engine 314 should be back in service this week or next week. Right now it is at Kenworth Trucking.

**2. Wild Land Gear:** He also addressed the need for wild land gear for a new firefighter and another firefighter that asked for a replacement set that would fit better. He recommended one set at a cost just shy of \$200. He also suggested a wild land helmets for all the firefighters as they are much lighter than structure fire helmets. He estimated the cost at \$40 to \$43 a piece for the helmets. A rough estimate of \$600 was projected for 14 wild land helmets. He had thought about wild land gloves but they were the same as structure fire gloves. Chief Conklin said the fire commissioners seemed opened to paying half the cost of the wild land gear and helmets. Daymon Marple suggested buying the 2<sup>nd</sup> set of wild land gear for a proper fit for the other fire fighter. Daymon Marple **MOVED** the town pay for one-half of the wild land gear and helmets. Tim Southern talked about taking a different route since there were few wild land fires in town, but would be agreeable. Rob Watkins noted the town was surrounded by the potential for wild land fires. Rob Watkins seconded the motion and the motion carried unanimously.

**3. Shirts/hats for firefighters:** Chief Conklin talked with the council about ordering shirts and hats for the firefighters through the town's accounting. The firefighters would make checks out direct to the town to cover the cost. He explained this would allow the department to make one big order for pricing. It would be a wash to the town. Annie Pillers confirmed, with council approval, the auditor said this was acceptable. The chief thought the department might make an order twice a year. Daymon Marple **MOVED** to allow the purchase of shirts and hats for fire fighters through the town, with the department personnel paying the town direct. Tim Southern seconded the motion and the motion carried unanimously.

**4. PSB Drawings:** Mayor Pfaff provided council with a preliminary drawing by Keltic Engineering of a re-designed public safety building. Chief Conklin asked for showers in both restrooms, noting a decon shower was needed anyway. Rob Watkins asked about storage for EMS. It was noted this was a preliminary drawing to start looking for grant monies. It was anticipated sweat equity would be used to keep the cost of the project down.

**APPROVAL OF CHECKS:** Tim Southern **MOVED** to approve the following bills presented to council for payment. Daymon Marple seconded the motion and the motion carried unanimously.

Check Register #9389-9415 Claims: \$26,711.86 Payroll: \$5,474.60 TOTAL: \$32,186.46

**PUBLIC WORKS:** David Ulrick updated council on the following:

**1. 2<sup>nd</sup> Street Waterline Project:** The line was filled today. They intended to pressure test it but the pressure test equipment broke. The line will be connected to the main at California. They put a saddle on the new line to the 8" line going east and west. M&L has been talking about jacking in a new 2" line at the school but are also considering other options such as going across to the 2" meter and tapping into the 4" line that goes through there now. Dave noted other factors in the decision include what they find once they dig, such as a ductile iron line or an old steel leaded joint pipe. If they find a leaded joint pipe, that won't be an option. Mayor Pfaff thought jacking in a new 2" line sounded better.

**2. Chipper:** After replacing some maintenance and repair, including replacing fluids and filters, the chipper worked much better and the pile was chipped up. The chipper ran for 2-1/2 hours with no hitch.

Duane from Palouse came over while the chipper was running. He said this chipper was much better than the 9" chipper they had rented. Dave noted Palouse signed an Interlocal Agreement with the County. They may also consider the Garfield chipper too.

3. Pesticide License/Class: Dave passed his recent pesticide license test. Perry had just finished the class and took the test earlier in the afternoon.

4. Sweeper: Dave has been busy getting the sweeper ready, changing filters and fluids, There was not enough Dextron 3 in the transmission. He had talked about getting the sweeper flushed. Council agreed to wait to do this after the season. Dave confirmed the transmission fluid was need for the transmission on the truck, not the sweeper. The sweeper is mounted on the truck. The truck drive train is separate. He started with maintenance and repair on the chassis first. Then he will start on the sweeper motor. Rob asked how soon Dave thought the sweeper would be ready for use. Dave hoped the first of next week. Rob Watkins asked about taking one of the old radios from the fire trucks for the sweeper. Brian Conklin said the department was only replacing one radio and when the switch over happens it won't work on narrow band channels. Dave thought the handheld radios would work fine.

5. General Maintenance: Two were plugs were recently taken care of by the crew. 30 new water meters were ordered. Mayor Pfaff asked if they had the electric read sensor with wires on them, like the meters Dave got last year. Dave explained, no but that same device could be added. It was explained with that additional device the meters could be read remotely.

6. I&I: Mayor Pfaff reported talking with Keltic Engineering earlier in the day, and referred to the I&I study they had just completed. It included flow data Dave supplied as well as weather data Jarrod had sent them from his weather station. Eric's theory was that the flow was coming from manholes, specifically when there is snow on the ground. The snow on the ground melts from the bottom up. He talked with Eric about using a fire truck to simulate this water and test the theory. Brian Conklin was agreeable to helping with this test and recommended using a hydrant collector to simulate a rain storm. The Mayor recommended picking a day at the end of the month to try this test. Council discussed other possible factors for the I&I problem. Dave talked about the pick holes in the manhole. These are there for use in setting the manholes. Once placed, they are filled with grout to seal them. These can also cause problems when they don't seal well, due to movement or a piece not being straight. The Mayor talked about Dave knowing some of those were leaking. Dave said with past councils he had addressed it but no action was taken. Now people are getting interested in it again. Dave did not think this could cause that much flow. The Mayor said everything combined, likely was causing the I&I problem. The Mayor asked Dave to send Keltic the flow data for 2010 so they could add that date into the study. He further noted Eric had done a calculation that would allow Dave to measure the actual pipe in water to determine the flow – a meter stick. Dave said the flow meter the town has would do the same thing. Tim Southern said he did not think the manholes were the I&I problem, and that it was something else. Council talked with Dave about scheduling use of the sewer camera for further flow testing when it rains again. They talked specifically about checking to see what roof vents might be doing too. Dave confirmed he has been watching the weather reports regularly. He would contact Rosalia about getting the sewer camera back.

The Mayor reported he and Rob Watkins had met with Dave and in that discussion they talked about the I&I issues and getting a digital camera to take pictures. He noted when Eric was here he had a digital camera to take pictures. Daymon Marple **MOVED** to buy a digital camera for public works. Tim Southern seconded the motion and the motion carried unanimously.

**ADJOURNMENT:** Daymon Marple **MOVED** to adjourn the meeting at 8:00 p.m. Rob Watkins seconded the motion and the motion carried unanimously.

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Jarrod Pfaff, Mayor

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