

***Town of Garfield***  
**TOWN COUNCIL REGULAR MEETING MINUTES**  
***Town Hall – January 9, 2013***

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

**ROLL CALL:** Jarrod Pfaff, Larry Hunt, Daymon Marple, Sharon Schnebly, Tim Southern (7:06) and Mark Young (7:06). Staff – Public Works Superintendent Perry Brown, Police Chief Jerry Neumann, and Clerk/Treasurer Annie Pillers. Absent: None.

**GUESTS:** Mayor Pfaff introduced Whitman County Port Commissioner Tom Kammerzell. Mr. Kammerzell addressed council and said when he was running for the office, he'd be back to see what was going on in the different towns. Mayor Pfaff asked about the fiber line project noting when it started it was for the clinic, library and school but now it sounds like the fire department and town are eligible. Mr. Kammerzell said they could go to each place, if there is a provider. The Port is providing dark fiber that is unlit. If there is a provider, like first step internet, who decide to or are willing, then the town can hook up. The Port can't do the hook ups directly. Mr. Kammerzell said this project has lots of possibilities and potentially pretty exciting stuff with economic gain. The word is getting out that this is available. People in Seattle who don't like living there, could live here and run their business. As businesses and employees grow housing fills up, schools fill up and the economy grows. Century Link has signed to provide service in Pullman. Mr. Kammerzell was not aware of any providers in the smaller towns yet. He said this was potentially the biggest game changer since soil was turned over for farming. The Port is getting the word out. Joe Poire has been attending trade shows. Everything is getting tested now. The Port outsourced weekly line checks to a company last week.

Daymon Marple asked if there was anything else exciting going on at the Port. Mr. Kammerzell noted the second part of the Pullman Industrial Park was underway. The existing park is at 75% capacity with only 4 lots left. The new industrial park section will be on the opposite side of the road, heading towards Palouse and will provide out of town jobs there. Schweitzer Engineering is continuing to build and in Clarkston too. Daymon asked about the railroad siding with Co-Ag. Mr. Kammerzell confirmed the Port is involved in the rail portion. The state has recognized its involvement with their own railroad and has a person who previously was in charge of the I-5 Corridor, now dedicated to the project. There is as 2 million dollar capital budget to do some replacement and upgrade.

Mr. Kammerzell noted he sits on the PNWA Columbia/Snake River committee. 5 of the dams got an F rating. He also recently attended a conference call on the Columbia River Treaty. This treaty is with Canada. Those upstream have control of the water. The issues here are flooding and energy production. Mr. Kammerzell pointed out how unique the 75 ports in Washington are compared to other states, because the port commissioners in Washington are elected.

**APPROVAL OF MINUTES:** Larry Hunt **MOVED** the minutes of the public hearing and regular council meeting of December 5, 2012, be approved as written. Tim Southern seconded the motion and the motion carried unanimously.

**POLICE DEPARTMENT REPORT:** Chief Jerry Neumann updated council. It was fairly quiet over the holidays. There was one domestic arrest and Officer Merry has been working on a Main Street junk vehicle abatement. It's proceeding with a little glitch because the property has abandoned or the person evicted. Because of this, both parties are accountable. The trailer park is doing well. Chief Neumann discussed the recent Palouse Planning Commission survey. Mayor Pfaff asked if there was going to be a budget fight at the end of this year. Chief Neumann thought they should do okay, based upon what's projected on paper, with no catastrophic events. He would like to see the 3<sup>rd</sup> officer go back to full-time status starting in 2015. Daymon Marple said the department has done a tremendous job at all the schools and this has become more and more important. He said drug task force or not, by the department being visible and knowing the pulse of the community, it has kept problems down. Mayor Pfaff said he likes the contract, it serves its purpose and he doesn't want to see it end. Mayor Pfaff and Chief Neumann agreed to start the 2014-2016 contract negotiations now rather than waiting for October.

**FIRE DEPARTMENT:** Rural Fire District 3 Commissioner Chuck Petras addressed council and announced that the Rural Fire District Commissioners had approved the formation of a Joint Fire Board with 3 commissioners and 3 council members. Stephen Bishop could write up the agreement and the money would be the same breakout as now. Mark Young noted money not the issue rather, take decisions back to each respective municipal corporation. Chuck said the commissioners were agreeable to having a special meeting sooner. Council agreed their normal meeting in February was fine. Mayor Pfaff complimented Chuck and said he did a good job. Chuck said they need to get the Fire Chief to understand he's the president of Fire department and he needs to develop goals and budgets. Right now the budget is actually what is spent, not what is needed, except capital expenditures that come up. It was noted Stephen Bishop indicated it was an Ad hoc committee of council, not a council meeting. It was confirmed the next fire commission meeting was February 13<sup>th</sup>. Mayor Pfaff again thanked Chuck for all his work. Kevin Elliott introduced himself as a member of the fire department. He is taking the EMT class.

**PUBLIC WORKS REPORT:** Public Works Superintendent Perry Brown reported:

1. Snow Plowing: Mayor Pfaff complimented public works for a nice job plowing. He said it was a good call to have Isaac doing trash and the plow going at the same time. Perry noted they had the snow all cleaned up today and the streets are done. Sharon Schnebly said getting the snow out of the middle so quickly was awesome. Perry noted the skid steer made that job way easier. It cut 10 hours off the job. It took less than 1 full 8 hour day, rather than 3 days. With a 2<sup>nd</sup> truck they could have done it in 5 hours.
2. WWTP Motor Repair: The motor down in the basement that runs the belt with the diaphragm was taken to Strom. They estimated the repair at \$600. It is original equipment. It seized up and burned up everything. The repair should be done any day now. Perry needs it once a week to pump into the digester since they can't feed digester because that's above ground.
3. Water Leak Main Street: A water leak repair was completed by a homeowner this week. While fixing his side he broke a part on the town side.
4. Refuse Tipping Fees: The tipping fee is going up to \$106 after taxes.
5. WWTP Operator License: Perry passed his Wastewater Treatment Operator test.
6. I&I 4<sup>th</sup> Street: Mayor Pfaff asked if Perry and Robby could repair the problem near the Miller Quonset hut this summer even if they had to rent something. Perry said he wanted to look at the landscaping issue, noting there is a brick laid patio back there. He never really looked at it as Bill Bowman was handling that. He said they could the pipe work. Mayor Pfaff remembered quotes came in at \$30,000 to re-line; \$20,000 to burst pipe and Ace was \$14,000 to \$16,000. Bill had estimated the water loss at 40,000 gallons per day. Perry would follow up and look at the property for landscaping issues.
7. WWTP Flow: Mayor Pfaff asked if the wastewater treatment plant was flowing better with the JE Love line fixed. Perry said it was down some, but today it was rockin'. He said the creek came up 7 ft in 3 hrs.
8. Burn Permit for Compost Pile: Larry Hunt asked about applying for a burn permit for the compost pile. Perry would follow up on this.
9. Biosolids Permit for Barr Tech Disposal: Mayor Pfaff asked Perry to follow up on the biosolids permit and getting the sludge to Barr Tech for disposal.
10. Public Works Assistance Certificates: Perry noted he would now be working on getting Robby Johnson's certificates as a water operator and his operator-in-training for the treatment plant.

**NEW BUSINESS:**

1. Telephone 6% Utility Tax Ordinance: Mayor Pfaff reported originally council passed the telecommunications tax at 6% but it got written down at 4%. Larry Hunt **MOVED** to adopt Ordinance No. 429-N raising the telecommunications utility tax to 6% effective April 1, 2013. Tim Southern seconded the motion and the motion carried unanimously.
2. 3<sup>rd</sup> Street Change Order No 3 and Pay Request No. 3: Mayor Pfaff noted the 3<sup>rd</sup> and final change order increased the project by \$478.08. He noted this was all within budget. Tim Southern **MOVED** to approve Change Order No 3 and Pay Request No 3 and the final paperwork to close out the project, authorizing the mayor to sign any necessary documents. Larry Hunt seconded the motion and the motion carried unanimously.
3. Mayor ProTem Appointment: Mayor Pfaff opened the floor to nominations for Mayor ProTem. Larry Hunt has held this position twice. Larry indicated he was willing to continue in this capacity. Mark Young noted he liked the idea of continuity. Daymon Marple **MOVED** to nominate Larry Hunt as Mayor ProTem

and to close nominations. Sharon Schnebly seconded the motion and the motion carried unanimously. By acclamation, Larry Hunt was appointed Mayor ProTem.

**4. Planning Commission Appointments:** Larry Hunt **MOVED** Tami Southern to the Planning through 2<sup>nd</sup> Monday, January 2019. Sharon Schnebly seconded the motion and the motion carried. Tim Southern abstained.

**5. PDA Appointments:** Mayor Pfaff and Daymon Marple discussed the Public Development Authority member position openings. Rich Landers had resigned when he took another job. Daymon Marple and Sally Bishop were willing to continue in their positions. John Love and Katie Young's positions are up March 2013. They would be contacted about their continued interest. Larry Hunt **MOVED** to reappoint Daymon Marple and Sally Bishop to the Garfield PDA for one year. Tim Southern seconded the motion and the motion carried unanimously. The other appointments could be addressed at the next council meeting.

**6. Volk-Hendrickson Short Plat:** Council briefly reviewed the preliminary Volk-Hendrickson short plat prepared by MD+A. Any decision was postponed until a final short plat was prepared. It was confirmed the land had been sold to a farming corporation, minus the piece that Paul uses for his pasture and he wants to keep it in pasture. The housing project is off with the sale of the land for farming.

**7. Library Internet / NoaNet Landlord Agreement:** Mayor Pfaff reported the library needs permission for the contractor to drill into the building for fiber to be installed. He presented a landlord agreement that would authorize NoaNet to do this. Tim Southern **MOVED** to approve the landlord agreement with NoaNet and authorize the Mayor the mayor to sign the necessary documents. Larry Hunt seconded the motion and the motion carried unanimously.

**8. Building Permit Fees:** Mayor Pfaff said in thinking further about the building permit fees and that the town was using the rates from 1997, he suggested the town do it the easy way, and put a line on the form charging a 10% administrative fee. Mark Young indicated he had not been able to get it yet. He would like to find out what others were charging so the town isn't charging more. He will know more by the next council meeting and then it can be acted upon.

#### **FINANCIAL:**

**1. Approval of Checks:** Tim Southern **MOVED** to approve the following bills presented to council for approval. Daymon Marple seconded the motion and the motion carried unanimously.

<b>2012</b>	Check Register #10749-10750 12/18/12	Claims: \$ 5,804.37
	Check Register #10751-10757 Plus DOR EFT 12/19/12	Claims: \$12,593.29
	Check Register #10758-10763 Plus EFTPS 12/20/12	Payroll: \$ 8,568.01
	Check Register #10764 12/20/12	Claims: \$ 8,807.15
	Check Register #10765 12/21/12	Claims: \$ 123.45
	Check Register #10773-10786 12/31/12	Claims: \$10,604.21
		TOTAL: \$46,500.48
<b>2013</b>	Check Register #10766-10772	Payroll: \$ 7,569.66

**PDA Restaurant:** Daymon Marple reported meeting with a family from Palouse that is interested in opening the restaurant. He spent 4 hours with them on Saturday showing them the facility and equipment. They have experience in the bakery industry and wine industry. Their initial plan would be that the wife would be the only full-time employee and they would hire part-time employees for the bar. They were #2 for the Lacrosse Restaurant. The wife cooks for a fraternity or sorority. They have financing that will be available in March. In the meantime, they discussed things like lighting and flooring. Daymon noted when the building was repaired no carpeting or lighting was put back. These folks are interested in putting in the floor themselves. They will be submitting a business plan at the next PDA meeting.

**ADJOURNMENT:** Daymon Marple **MOVED** to adjourn the meeting at 7:58 pm. Larry Hunt seconded the motion and the motion carried unanimously.

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Jarrod Pfaff, Mayor

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