

*Town of Garfield*  
**TOWN COUNCIL**  
**PUBLIC HEARING FINAL 2023 BUDGET HEARING**  
**REGULAR COUNCIL MEETING**  
*December 14, 2022 - 7:00 PM*  
*405 W California*

**CALL TO ORDER:** Mayor Pfaff called the Public Hearing portion of the town council meeting to order at 7:00 pm.

**ROLL CALL:** Mayor Pfaff, Council Members: Neal Leon, Craig Mitzimberg, Roni Mundell, Connie Schaut, and Tom Tevlin. Staff: Clerk/Treasurer: Cody Lord, Public Works: Shon Clark Absent:

**PUBLIC HEARING:**

- Final Budget Hearing

Mayor Pfaff asked if anyone had any questions pertaining to the rough draft of the final 2023 budget proposal that was sent out earlier. Included in the email were budget notes. Roni Mundell enquired about the fire department budget and how that is determined. Mayor Pfaff said it is roughly the same as the year before and the town covers 40% of the joint fire board budget. The town also sets aside \$1,000 for them annually that goes to a fire reserve fund. If there are any unused budgeted funds from the current year, at the close of books in 2022, those unused funds will be rolled into their 2023 budget for future use. The other portion of the bills are covered by the district. Roni also asked who at the fire department handles the budgeting of safety equipment and Mayor Pfaff said that should come from the Fire Chief Chris McCully. Tom Tevlin said that some of the volunteers might consider going to the training in North Bend once a year to get a real solid training and that the department should be planning and asking for these training funds in their proposed annual budget.

Mayor Pfaff said the council will also need to decide if a \$1.70 or \$1.80 should be added to the standard biennial 6% increase to the garbage utility to cover the rising cost of diesel with the garbage truck. The \$1.80 surcharge will yield about \$5,300 which is about how much the diesel ran over the budget in 2022. Neal Leon questioned what would happen to the surcharge if the cost of diesel goes down? Mayor Pfaff expressed the cost of diesel is unknown but in addition to this, the amount of garbage going to the landfill each month is considerably more than the previous year. Tom wants to be mindful of the seniors and citizens in town that are extremely price sensitive, however, he thinks the town should take the maximum this year and if the cost of diesel decreases, have a small surplus that can also be used for other rising costs in the garbage utility fund. Tom Tevlin **MOVED** to approve a rate increase of \$1.80 per garbage utility account to cover the rising cost of diesel. Connie Schaut **seconded the motion and the motion carried with Craig Mitzimberg as a yay vote and Roni Mundell and Neal Leon as Nay votes.**



2023 is the biennial rate increase of 6% for the water and garbage utilities and 4% for the sewer utilities. Mayor Pfaff said this was implemented in 2009 to keep up with the cost of inflation and has worked very well for the town. Neal expressed interest in keeping utilities on the lower side of the medium compared to other local towns. The council will need to adopt Ordinance 487-N, reflecting the proposed budget in hand, including the biennial rate increase as well as the \$1.80 garbage utility surcharge to cover the cost of rising diesel expenses.

- Ordinance 487-N 2023 Operating Budget  
Connie Schaut **MOVED** to adopt Ordinance 487-N approving the 2023 operating budget. Neal Leon **seconded the motion and the motion carried unanimously.**

Mayor Pfaff closed the Public Hearing to discuss the 2023 Operating Budget at 7:24 pm.

Mayor Pfaff opened the Regular Town Council Meeting at 7:24 pm.

**INTRODUCTION OF GUEST:** Abel Rushing

**APPROVAL OF MEETING MINUTES:**

Connie Schaut **MOVED** to approve the minutes of the Regular Council Meeting November 22, 2022. Roni Mundell **seconded the motion and the motion carried unanimously.**

**POLICE REPORT:** Marshal Handley was out of town and a written report was furnished to council.

**PUBLIC WORKS REPORT:**

**Water**

Everything operating as normal. Worked on a water leak.

**Sewer**

Everything operating as normal.

**Garbage**

Everything operating as normal.

**Streets/Park**

Lots of snow removal.

A meeting with Century West Engineers was conducted and Steve Nelson said he is moving out of state so he will be handing the details of the current projects off to another engineer at Century West. Tom asked if this would be the best time to look over other options and possibly see if there is another engineer that would be suitable for future use. Mayor Pfaff confirmed that now is a good time to do a Request for Qualifications and see if there is a better option, of course Century West would be able to apply again to continue to work with the town, but this provides healthy competition to make sure the town is getting the best services for the projects that are being executed.

Mayor Pfaff explained that grant funds totaled roughly \$700,000, of which 50% is fully grant funded and 50% is loan. Currently the town hasn't gotten into the loan funding



portion. There is about \$50,000 left of the first grant portion that can be used to fix some manholes in town. The town should complete a Facilities Plan at a cost of \$100,000 and has not selected an Engineer to complete this work with yet. The Facilities Plan should move forward as planned so that they town can stay in the current funding cycle and have a project planned before the massive federal infrastructure funding runs out. Shon added that the major pipe lining project was completed and there has been little change in the flow numbers. Shon will be talking with some other towns that have had a successful I&I project and find out who their engineers were and if they were happy with their outcome. Council sees this as an opportunity to see what has been accomplished and see if Century West or another engineering firm makes the best sense to complete future projects. Mayor Pfaff said the contract with Century West will expire on December 31, 2022, and the council should move to ask for RFQs early in 2023.

### **NEW BUSINESS:**

Mayor Pfaff said there are a few matters that have been discussed at prior council meetings and now that 2023 is upon them, it is time to put all the changes into resolution format.

- Salary Resolution 2022-05. This resolution is to set all the salary ranges in 2023 including the COLA increase and Steps within the calendar year for all positions. Craig Mitzimberg **MOVED** to pass resolution 2022-05. Tom Tevlin **seconded the motion and the motion passed unanimously.**
- Water Rate Setting Resolution 2022-06. Tom Tevlin **MOVED** to approve the water rate setting Resolution 2022-06. Connie Schaut **seconded the motion and the motion passed unanimously.**
- Sewer Rate Setting Resolution 2022-07. Tom Tevlin **MOVED** to approve the sewer rate setting Resolution 2022-07. Connie Schaut **seconded the motion and the motion carried unanimously.**
- Garbage Rate Setting Resolution 2022-08. Tom Tevlin **MOVED** to approve the garbage rate setting Resolution 2022-08 with the reflection of the \$1.80 per user fuel surcharge added. Connie Schaut **seconded the motion and the motion carried unanimously.**
- Special Market Conditions Public Works Utility Truck Resolution 2022-09. Mayor Pfaff said as discussed before it is time to purchase a used ½ ton utility truck for the public works department. The F-150 is on its last legs and has lasted many years. It was a used surplus truck from Avista and has been a great truck for the town but is in need of replacing. Connie Schaut **MOVED** to approve Resolution 2022-09 approving the Special Market Conditions to purchase a used 4x4 ½ ton utility truck for \$18,000 or less. Roni Mundell **seconded the motion and the motion carried unanimously.**
- Special Market Conditions Purchase of Used Garbage Truck 2022-10. Mayor Pfaff said this resolution is to replace the current garbage truck with a used but newer and better condition garbage truck for the town. A good truck has been located at WSU and they have committed to selling it to the town once they have all their details in order. Connie Schaut **MOVED** to pass Resolution 2022-10 approving the Special Market Conditions to replace the current garbage truck. Roni Mundell **seconded the motion and the motion passed unanimously.**



**FINANCIAL:** Approval of checks

Craig Mitzimberg **MOVED** to approve payment of bills. Tom Tevlin **seconded the motion and the motion carried unanimously.**

Payroll: Checks 15483-15488 PLUS EFT AWC, EFTPS, DRS	Total =\$16,203.67
Claims: Checks 15489-15504 PLUS EFT DOR	Total =\$20,038.87

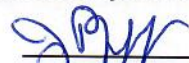
Total Claims and Payroll: \$36,242.54

Council needs to decide what to do with the Methodist Church. Mayor Pfaff is in favor of turning the heat and water off in the building for the winter. Roni Mundell asked if the plan was still to turn it into a community space. Jody Opheim is working to locate some granting funds that will help to re-point the brick and replace the roof and make it useable as a community space. To do this the town would have to continue to own the space for years to come after taking the grant funds. Shon will have to investigate the sprinkler system in the space and see if it is able to be drained safely and turn the heat fully off. Neal asked how long the town needs to retain ownership of the space and it is thought to be through 2023. The roof leaking that is occurring in the space is fixed until spring. The roof bids so far have been between \$60,000 and \$80,000. Tom is in favor of keeping the expenses as low as possible through the year and then putting it up for sale and letting the free market do its thing. Council was in support of getting it winterized and shutting down the water system.

The second meeting in December will be cancelled for the year since all end of year business is conducted. Council will reconvene January 11<sup>th</sup>, 2023.

**ADJOURN:**

Tom Tevlin **MOVED** to adjourn the meeting. Roni Mundell **seconded the motion and the motion carried unanimously.** The council meeting was adjourned at 7:44 pm.

  
Jarrod Pfaff – Mayor

**ATTEST:**

  
Cody Lord – Clerk/Treasurer