

**Town of Garfield**  
**TOWN COUNCIL**  
**REGULAR COUNCIL MEETING**  
**February 26, 2025 – 7:00 P.M.**  
**405 W California St.**

**ROLL CALL:** Mayor Jarrod Pfaff, Council Members: Jason Bankus, Andrea Mills, Roni Mundell, and Connie Schaut. Staff: Clerk/Treasurer: DonNell Ellsworth. Public Works: Monty Rojas. Absent: Craig Mitzimberg

**REGULAR TOWN COUNCIL MEETING:** Regular Meeting was opened at 7:00 P.M.

**INTRODUCTION OF GUESTS:**

**KARA RIEBOLD - PORT OF WHITMAN:**

Kara Riebold attended the meeting to provide an update and distribute a report card to the council, mayor, and guests regarding the Port of Whitman's completed projects in 2024 and ongoing initiatives for 2025. She also informed the council and mayor that, as the Associate Development Organization (ADO) for Whitman County, the port is available to assist with grant writing if needed. Additionally, Kara extended an invitation to council members, Mayor Pfaff, and staff to attend the port's quarterly economic development meetings in Colfax.

**SANDY JAMISON - WHITMAN COUNTY AUDITOR'S OFFICE:**

Sandy Jamison attended the meeting to update the residents of Garfield on the installation of a ballot drop box by the Whitman County Auditor's Office. She informed the council and Mayor Pfaff that the preferred permanent location for the ballot box is on the sidewalk on the west side of Garfield Town Hall. Sandy also requested assistance from the Public Works Department with the installation if the Auditor's Office provides the necessary materials. Mayor Pfaff approved their involvement in the project. Sandy will proceed with ordering the ballot box, which is expected to arrive in April. She will keep DonNell informed of any updates.

**PAUL AND KOURTNEY HIXSON:**

Paul and Kourtney Hixson inquired about the terms for leasing the town-owned restaurant. Mayor Pfaff advised that DonNell will compile the relevant information, which will be available at town hall for their review. Mayor Pfaff suggested that the Hixson's prepare a business plan and then contact DonNell to schedule a meeting. Paul and Kourtney expressed their appreciation to Mayor Pfaff and the council for their time.

**APPROVAL OF MEETING MINUTES:**

Connie Schaut **MOVED** to approve the minutes for the Regular Council Meeting on February 12, 2025. Andrea Mills **seconded the motion, and the motion was carried unanimously.**

**POLICE REPORT:**

Marshal Handley was present at the meeting.

Marshal Handley updated the council and Mayor Pfaff on recent calls he has received. One call involved a dog bite incident on Tuesday, February 25. The remaining calls were related to the flooding that occurred over the past weekend. Marshal Handley also relayed some of these concerns to Mayor Pfaff.

**PUBLIC WORKS REPORT:**

Monty Rojas was present at the meeting.

**Water and Sewer**

Monty reported that the Wastewater Treatment Plant (WWTP) experienced record-breaking flows due to recent flooding. He consulted with Patrick from JUB regarding the high flows, with one day reaching over 800,000 gallons. Unfortunately, no corrective action can be taken until the source of infiltration is identified and repaired. The excessive flow has overwhelmed the WWTP pumps, resulting in washout. As required by the facility's permit, the Department of Ecology has been notified.

Monty and DonNell will submit an explanation letter to Whitney Richardson, Garfield's new permit manager, by Friday, detailing the events. Mayor Pfaff requested that Monty and DonNell also coordinate with David Tysz, the town's contracted operator.

The control arm for the WWTP has been repaired and is scheduled for installation within the next few days. Additionally, with warmer weather approaching, the sludge bins at the WWTP will be prepared for transport to Barr-Tech. The sewer press is also set to be installed within the next couple of weeks.

**Garbage**

There is nothing to report at this time.

**Street/Park**

Monty and Walt worked on Sunday in response to the flooding, helping to place sandbags in the most affected areas. Now that the immediate threat has passed, they have begun collecting the sandbags.

Aqua Lawn is scheduled to arrive on Thursday to begin installing the new sprinkler system at the park.

**OLD BUSINESS:**

Mayor Pfaff informed the council that he is continuing his research on the Methodist Church and will provide an update once he has more information regarding the potential surplus of the building.

Kara also mentioned that the town could apply for funding through CERB, with the Port of Whitman available to assist in the application process. The grant could potentially be used to conduct a feasibility study on the future use of the church. However, the town would be required to provide matching funds. Fortunately, if the full \$12,500 is not available, the town may request financial assistance from the Port of Whitman. Kara advised that the council and mayor should develop a clear plan before proceeding with the application.



**NEW BUSINESS:**

Roni Mundell inquired whether the town has an emergency plan. Mayor Pfaff stated that while the town does not have its own formal plan, it coordinates with Whitman County, which has a Department of Emergency Management.

Able Rushing, who was in attendance, mentioned that Ladow Court is currently working on a grant for a generator, which would allow the facility to serve as a warming center if needed.

**FINANCIAL:** Approval of Checks

Andrea Mills **MOVED** to approve payment of bills. Jason Bankus **seconded the motion, and the motion was carried unanimously.**

**Payroll:**

Checks: 16539-16543 Plus EFTPS

**Total = \$7,262.30**

**Claims:**

Checks: 16544 - 16548

**Total = \$39,591.34**


**Total Claims and Payroll = \$46,853.64**

**ADJOURN:**

Jason Bankus **MOVED** to adjourn the meeting. Andrea Mills **seconded the motion, and the motion was carried unanimously.** The council meeting was adjourned at 7:53 P.M.

  
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Jarrod Pfaff – Mayor

**ATTEST:**

  
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Donnell Ellsworth – Clerk/Treasurer