

Town of Garfield
TOWN COUNCIL
REGULAR COUNCIL MEETING
July 23, 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 **Guest:** Cody Lord, Steven Schramm, and David Watkins

REGULAR TOWN COUNCIL MEETING: The meeting was opened at 7:00 P.M.

INTRODUCTION OF GUESTS:

STEVEN SCHRAMM AND DAVID WATKINS WITH J-U-B ENGINEERING REGARDING GARFIELD WASTEWATER TREATMENT PLANT FACILITY PLANNING UPDATE:

Steven Schramm and David Watkins provided updated and more realistic cost estimates for the three approved options for Garfield's future Wastewater Treatment Facility. These estimates included both construction costs and annual operating expenses.

In response to questions about retrofitting the current facility, Steven and David explained that this approach presents several challenges. Even with retrofitting, the town would likely continue receiving violations from the Washington State Department of Ecology. Additionally, a temporary facility would be required during construction, and staffing demands would remain high—limiting time available for other town projects.

Mayor Pfaff inquired whether the polishing cell at the current facility could be reused under any of the proposed options. Steven and David confirmed that reuse is possible, but some work would be required to make it viable.

Town council members also raised questions about potential funding sources—such as grants and loans—to help offset the cost of constructing a new facility. David explained that while some facilities can be upgraded, Garfield's current plant was not designed with expansion in mind. It lacks additional components like an extra aeration basin or trickling filter, making retrofitting nearly impossible.

The current plan would involve building the new facility while continuing to operate the existing plant. Once the new facility is online, the old plant could potentially be repurposed as a shop or electrical building. At this point, it is unclear how much land will be available for the new construction.

Steven and David emphasized the importance of selecting one of the three approved options to present to the Washington State Department of Ecology for final approval. Although all three options have already received preliminary approval from Washington DOE, the town is required to rank them in order of preference.

Following discussion, Mayor Pfaff announced the town's rankings:

1. **Pre-Designed Activated Sludge System**
2. **Package Membrane Biological Reactor Treatment Plant**
3. **Land Treatment of Treated Effluent**

Copies of Steven and David's presentation will be available at Garfield Town Hall for public review.

2025 RED TOWN INITIATIVE:

Steven updated Mayor Pfaff and the town council that a meeting is scheduled for Friday, July 25, involving DonNell, Monty, J-U-B Engineering, and Central Washington Asphalt. The purpose of the meeting is to review the schedule and plans for the upcoming street project.

Mayor Pfaff asked that the preliminary schedule be sent to DonNell so she can distribute it to Mayor Pfaff, town council members, town staff, and Cody at Farmington Town Hall.

WHITMAN COUNTY CEMETERY DISTRICT #2:

Jerry Love and Damon Marple attended the meeting to request a written road easement for the first approximately 60 feet of roadway leading to the cemetery. The easement would allow 24/7 access for Verizon in the event they move forward with installing a cell tower at the Whitman County District #2 Cemetery.

Mayor Pfaff and the town council indicated they did not foresee any issues with the request but agreed to consult with the town's attorney, Eric Hanson of Bishop Law Office, before proceeding. The town will follow up once they have spoken to Eric and his legal guidance has been received.

APPROVAL OF MEETING MINUTES:

Jason Bankus **MOVED** to approve the minutes for the **Regular Council Meeting** on July 9, 2025. Andrea Mills **seconded the motion, and the motion was carried unanimously.**

POLICE REPORT:

Marshal Handley was not present at the meeting and did not have a report submitted.

PUBLIC WORKS REPORT:

Monty Rojas was present at the meeting.

WATER/SEWER

Monty and Walt have been working at the Garfield Wastewater Treatment Plant (GWWTP), focusing on cleaning the UV light station. During this process, Monty discovered a broken plug that had caused the UV station to stop functioning. The issue has since been repaired.

On Monday, July 21st, the plant experienced a power outage. Monty remained on-site until 2:00 a.m. on Tuesday, July 22nd, to restore operations. The generator functioned properly during the outage, but it was noted that it needs a new thermostat, which has already been ordered.

PARK/GARBAGE

There was nothing to report at this time.

STREET

There was nothing to report at this time.

OLD BUSINESS:

FIRESTATION ROOFING BIDS:

Mayor Pfaff presented three bids to the Town Council for the fire station re-roof project:

- **Henderson Roofing** submitted a bid in the amount of **\$27,889.29** but later contacted the town to withdraw their offer and confirmed they no longer wish to complete the work.
- **Apex Roofing** submitted three separate bids for different roofing options:
 - **Bid #1:** \$36,875.66
 - **Bid #2:** \$38,401.55
 - **Bid #3:** \$40,436.07
- **Osprey Exterior Renovation LLC** submitted a bid for **\$27,174.48**.

Andrea Mills **MOVED** to approve and accept the bid from **Osprey Exterior Renovation LLC**, in the amount of **\$27,174.48** to repair the Garfield Fire Station. Connie Schaut **seconded the motion, and the motion was carried unanimously.**

GARFIELD I&I PROJECT WITH THE WASHINGTON STATE DEPARTMENT OF ECOLOGY GRANT-LOAN UPDATE:

Mayor Pfaff informed the Town Council that the remaining budget from the Washington Department of Ecology Grant-Loan is \$434,000, broken down as follows:

- **\$26,000 in forgivable principal**, which may be used for design expenses with a **\$1-to-\$1 match** requirement.
- **\$92,000 in Centennial Grant funds**, which are designated for **construction only**, with **no match required**.
- **\$316,000 available as a 20-year loan at a 0.9% interest rate**.

Steven from J-U-B Engineering provided a project estimate for replacing **two manholes** and approximately **500 linear feet of 8" sewer pipe**. The engineering costs are estimated at **\$50,000**, which includes:

- **\$36,600** for design
- **\$13,400** for construction review

The total construction estimate is **\$200,000**.

Mayor Pfaff also noted that the Town could consider bypassing the use of an engineering firm and instead directly hiring a contractor to install the manholes. This approach could help reduce overall project costs.

NEW BUSINESS:

RESOLUTION 2025-04: SETTING A ONE-YEAR EXCESS PROPERTY TAX LEVY FOR STREET MAINTENANCE:

Connie Schaut **MOVED** to approve and adopt **Resolution 2025-04**, setting the **2026 One-year Excess Property Tax Levy for Street Maintenance for \$72k**. Andrea Mills **seconded the motion**, and the motion was carried unanimously.

FINANCIAL:

Approval of Checks

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

Payroll:

Checks: 16756-16761 & EFTPS

Total = \$7,824.74

Claims:

Checks: 16762-16773

Total = \$8,624.68

Total Claims and Payroll = \$16,449.42

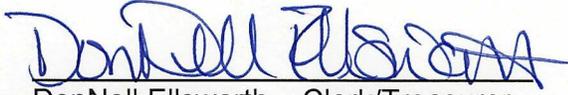
ADJOURN:

Connie Schaut **MOVED** to adjourn the meeting. Andrea Mills **seconded the motion, and the motion was carried unanimously.** The council meeting was adjourned at 7:48 P.M.



Jarrod Pfaff – Mayor

ATTEST:



Donnell Ellsworth – Clerk/Treasurer