

*Town of Garfield*  
**TOWN COUNCIL**  
*Public Hearing*  
**REGULAR COUNCIL MEETING**  
*December 9<sup>th</sup>, 2020 - 7:00 PM*  
*405 W California*  
**Public Phone in Option: 1-315-992-6138 PIN: 550 540 835#**

**CALL TO ORDER:** Mayor Pfaff called the meeting to order at 7:00 pm.

**PUBLIC HEARING: 2021 Final Budget Hearing**

Mayor Pfaff opened the Final Budget Hearing at 7:00 pm. He asked the council if they had any questions on the final budget that was distributed? Cande Hasenoehrl said she called into town hall and got answers to all the questions she had. No other council members had questions concerning the Final Operating Budget for 2021. Mayor Pfaff closed the Final Budget Hearing at 7:02 pm.

**ROLL CALL:** Mayor Pfaff, Neal Leon, Jesse Parkins, Terri Linderman, Cande Hasenoehrl and Tom Tevlin Staff: Cody Lord – Clerk/Treasurer, Public Works: Shon Clark

**INTRODUCTION OF GUEST:** No guests at tonight's meeting.

**NEW BUSINESS:**

Mayor Pfaff opened the Regular Public Council Meeting at 7:02 pm. Mayor said the first order of business was to review and approve a budget amendment for 2020 so that no funds run over their approved amounts. The purchase of the truck and snow plow pushed the fund level budget over what was appropriated but council approved the purchase and expenditures from those funds at previous council meetings. Some grant funding was received for Covid Relief and these expenditures weren't previously approved because the funding wasn't available yet. Fund 001 will have to reflect the expenditures that will occur based on the grant funding that came in. Cande said she was concerned about some of the budget line items and she would like the council to be more aware of line items that are running a negative balance. Terri Linderman **MOVED** to approve Ordinance 476N which amends the 2020 current operating budget. Tom Tevlin seconded the motion and the motion carried unanimously.

Mayor Pfaff explained that 2021 is the year when water, sewer and garbage rates go up 6%, 4% and 6% respectively through biannual increases. The Resolutions tied to the utility rate increases are Resolution 20-19 Water Rate Increase, 20-20 Sewer Rate Increase and 20-21 Garbage Rate Increase. Cande inquired how much will this increase the utility bills for customers and Mayor Pfaff said it would translate to roughly a \$6.25 increase for the average utility customer. Cande Hasenoehrl **MOVED** to approve Resolutions 20-19, 20-20 and 20-21 setting the new water, sewer and garbage

rates for collection in 2021 and 2022. Neal Leon seconded the motion and the motion carried unanimously.

Mayor Pfaff presented Ordinance 477-N detailing the 2021 Operating Budget for the Town of Garfield. Tom Tevlin **MOVED** to approve Ordinance 477-N adopting the 2021 Operating Budget. Terri Linderman seconded the motion and the motion carried unanimously.

#### **APPROVAL OF MEETING MINUTES:**

Mayor Pfaff asked if everyone had an opportunity to read through the minutes and asked if there were and needed changes or should they be approved as written. Cande said she would like her full statement to be reflected into the minutes from the last meeting. Mayor Pfaff said in order to have that added a motion/second and majority vote would be needed to make that happen. Cande Hasenoehrl **MOVED** to have her written statement, which was read out loud at the last meeting, added to the minutes. Neal Leon seconded the motion. Council members, Terri Linderman, Tom Tevlin and Jesse Parkins were Nay votes. Mayor Pfaff said this change would not be made.

Terri Linderman **MOVED** to approve the minutes of the Regular Council Meeting and Public Hearing on October 28<sup>th</sup>, 2020 as the minutes were presented. Tom Tevlin seconded the motion and the motion carried. Terri Linderman, Tom Tevlin and Jesse Parkins were 3 yea and 2 nay with Cande Hasenoehrl and Neal Leon.

Neal asked why the written statement doesn't have to be included into the minutes if the person is asking, he understands it was voted upon but wants clarification. Mayor Pfaff said the clerk does the best to capture the synopsis of the meeting and nothing is word for word. The statement that was read is now a public record and attached to the agenda packet if it needs to be viewed.

Palouse would like to split an employee with the Town of Garfield. It would result in 20 hours per pay period and would result in about \$25,000 a year. The scheduling and project this employee would be responsible for would be under Shon's management as head of public works. The City of Palouse would like to have a contract in place to make this work and the contract will specify how much time is spent here and that the annual salary can't exceed \$25,000. If the town is caught up on projects and doesn't need the additional assistance, the town wouldn't have to pay to use the additional laborer. The City of Palouse would be hiring him full time, the Town of Garfield would just reimburse for his hours spent here.

Terri Linderman said she thinks it is a good idea and Tom Tevlin thinks that having a second hand in town so Mark can focus on keeping the plant in compliance is a good idea. Also, having a third guys from time to time can help to get a lot accomplished. Neal confirmed that the need for the \$3,000 for temporary help would no longer be needed and Mayor Pfaff said this new budget of \$25,000 would take that place. The rate will allow the use of one of their employees, it may be Evan, Taylor or Mike. Mayor Pfaff said this would be a one-year trial to see how things work out. Jesse Parkins said it would be a good idea to start training a younger generation. Cande is concerned what this would look like in the winter months when things are fairly slow, what happens if there are no projects for this hire to work on. Mayor Pfaff said if he is not needed then

he doesn't work and the town doesn't pay. Council is in agreeance that this arrangement should be pursued.

**POLICE REPORT:**

Marshal Handley provided the council with a written report.

Things have been relatively busy and will continue that way through the holiday season with family and domestic issues. Marshal Handley said he went to file a chronic nuisance order and there is a loop hole in the ordinance that the town currently has. He has sent it to an attorney in Spokane for review. Once this is completed the ordinance will come back to town hall for review and approval. Neal asked what will happen once the ordinance is completed. Marshal Handley said once the property is declared a nuisance, if it doesn't come into compliance, then a fine can be imposed and fines can continue to accrue until the property is no longer in violation. At that time the town could put a lien on the property if the fines go unpaid.

Mayor Pfaff said that Apollo Solutions is looking for a signature on their newly revised Investment Grade Audit for the Solar Array project at the WWTP. Cande questioned the audit fee and Mayor Pfaff said that cost would be factored into the cost of the grant. If they don't get grants, then there would be no audit cost to the town. Mayor Pfaff said this was okayed by the council previously but he just needed authorization to sign the contract again and move forward with the IGA. Council was in agreeance that the Investment Grade Audit should move forward.

Whitman County has sent over a new Interlocal Agreement for review and signature. This is for their support with things like roads management, bridge inspections and other items. This allows them to work in the town's jurisdiction with direction and for a certain rate. Tom Tevlin **MOVED** to approve the Whitman County Interlocal Agreement. Terri Linderman seconded the motion and the motion carried unanimously.

**PUBLIC WORKS REPORT:** Shon Clark for Public Works

Shon was out for most of the week.

**Water**

Everything operating as normal.

**Sewer**

Everything operating as normal.

**Garbage**

Everything operating as normal.

**Streets**

All the Christmas lights are up and the snow plows are on all the vehicles and they are ready for snow removal.

**FINANCIAL:** Approval of checks

Terri Linderman **MOVED** to approve payment of bills. Neal Leon **seconded the motion and the motion carried**. Cande Hasenoehrl abstained from the finance vote because she was off site and couldn't see the bills presented.

Payroll: Checks 14533-14536 EFTPS

Total = \$10,814.07

Claims: Checks 14537-14538

Payroll: Checks 14539-14543 EFT AWC/DRS

Claims: Checks 14544-14562

Total = \$2,318.10

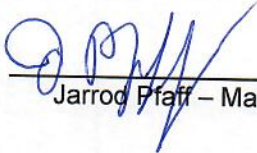
Total = \$11,401.11

Total = \$26,283.38

Total of Payroll & Claims = \$50,816.66

**ADJOURN:**

Terri Linderman **MOVED** to adjourn the meeting. Jesse Parkins seconded the motion and the motion carried unanimously. The council meeting was adjourned at 7:29 pm.

  
Jarrod Pfaff – Mayor

**ATTEST:**

  
Cody Lord – Clerk/Treasurer