

Town of Garfield
TOWN COUNCIL
REGULAR COUNCIL MEETING
January 22, 2020 - 7:00 PM
Town Hall
405 W California

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

ROLL CALL: Mayor Pfaff, Neal Leon, Josh Kelnhofer, Terri Linderman, Cande Hasenoehrl: Cody Lord – Clerk/Treasurer, Public Works – Shon Clark / Mark Phillips
Absent: Tom Tevlin

INTRODUCTION OF GUEST:

- Keltic Engineering

Eric and Lisa Hasenoehrl are here to give a brief update about the railroad project and they have been in contact with Chad Roberts with the Federal Highways division of WSDOT. There is a small amount of asphalt work that needs to be completed and that will be done once the weather permits in the spring. There are a couple outstanding small invoices to bill every other month until this is completed and will help to keep the project open.

Mayor Pfaff asked Lisa what the TIB outlook was for the coming year. Lisa explains the details of the TIB program will be coming out in the next couple of months and then the training can be completed in June or July with the application being finalized for the upcoming TIB cycle. The 6-year street plan will need to be updated and reflect the changes that have been made in the past couple years with the various town projects.

APPROVAL OF MEETING MINUTES:

Cande Hasenoehrl **MOVED** to approve the minutes of the Regular Council Meeting on January 8th, 2020. Neal Leon seconded the motion and the motion carried unanimously.

POLICE REPORT: Chief Jerry Neumann and Officer Joel Anderson present. Chief Neumann says that it has been fairly quiet in Garfield lately. There have been 3 call outs and one of them entailed Chief Neumann sitting at the Colfax hospital while a mental health evaluation was underway.

Chief Neumann explained the department will need to have something more concrete in place concerning the contract before they can make a commitment to a new hire and having them move over here. Officer's Snead commitment to the force is not long term, so they will need to get something in place to fill this void. Chief Neumann said because of the shortage of available man-hours, he and Officer Anderson have been getting quite a bit of overtime hours. The interview for this position would be conducted in Palouse on the 10th, 11th, 12th and 13th. Chief Neumann asked if there are some council members that would like to sit in on portions of the interview to help evaluate the potential candidate.

PUBLIC WORKS REPORT: Shon Clark and Mark Phillips present.

The public works department has been primarily focused on keeping the roads cleared of snow. They will be going to Spokane tomorrow to look for a used 1-ton to use for servicing utilities and for plowing roads. At this point they are just looking for options that fit within the specifications the council has talked about and that are reflected in the Special Market Conditions resolution.

Water

Everything is operating as normal.

Sewer

The sewer plant is currently operating at 160,000 gallons. Mayor Pfaff said in the past the plant has seen numbers around 400,000 gallons a day capacity, due to ground water, snow melt and heavy rains.

Garbage

Everything is operating as normal.

Streets

Everything is operating as normal.

Park

Closed for the season.

OLD BUSINESS:

NEW BUSINESS:

- **Resolution 2020-01 Special Market Conditions For 1-Ton Truck**

Mayor Pfaff explains this is resolution to detail the specifications that Shon must meet when looking to purchase a used public utility truck. The truck must be under \$20,000, minus tax and licensing. This special market conditions are what they will use to identify potential vehicles to purchase at auction or from a sales lot. Cande Hasenoehrl asked if a ¾ ton truck would work for what the guys need? Shon says they have a trailer and equipment that would require a truck larger in size than a ¾ ton. Cande Hasenoehrl **MOVED** to approve Resolution 2020-01 detailing the special market conditions to purchase a 1-ton or larger truck for use in the public works department. Neal Leon seconded the motion and the motion carried unanimously.

Cande has some new business that she would like to address. She has been reviewing some of the town contracts, including the library and community center. The library contract was signed in 2012. Currently the library is using the community center from time to time. They tend to leave the heaters on when not in use, don't always lock the doors and sometimes leave messes behind after crafting projects. Cande thinks they should be cleaning up after themselves. Cande would like to see new requirements put into place for those individuals using the community center. She would also like to see new housekeeping requirements in place for those using or renting the space. A letter should be sent to the librarian, explaining the new requirements. In the meantime, Kelsey Clark will be cleaning in the community center from time to time to make sure it is in good condition for those wishing to rent the space.

Cande also questioned the pending contract with the daycare at the Methodist Community Church. The agreement between the town and Seedlings Daycare was agreed to on December 12th, 2018. She said that no money has been received from the daycare, so they have lost out of 13 months of income for use of that space. Neal Leon asked when the daycare closed, and it was determined around the end of October 2019. A contract was never fully executed with Seedlings Child Care, it made it to Bishop's Law Office, but was never fully signed and executed.

Cande wonders what the primary use of that space will be and if a new contract needs to be in place. The space is only being utilized during limited hours and even less when school is not in session. A new amount needs to be determined that will be fair for both parties. Silvercreek Connection is the name of the group that oversees all activities, minus the daycare, at the Methodist Church. Josh Kelnhofer wonders what the \$150 a month was to cover, and Mayor Pfaff explains the town pays the utilities on that building. Cande asked if Cody could set up some sub-object codes in the BIAS accounting system so expenditures and revenues for the various spaces could be more easily tracked. Terry Linderman asked how many kids attend the afterschool program and the response was between 4 and 6 show up. Mayor Pfaff suggests they take some time to think about what might make sense with these spaces and come back to it at a future meeting.

FINANCIAL: Approval of checks – Cande Hasenoehrl **MOVED** to approve payment of bills. Neal Leon seconded the motion and the motion carried unanimously.

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| Claims: Checks 14105 - 14106 13 th Month Transactions | Total = \$1,097.38 |
| Claims: Checks 14113 - 14121 13 th Month Transactions | Total = \$6,283.86 |
| Payroll: Checks 14107 - 14112 Plus EFTs EFTPS/L&I/ESD | Total = \$9,992.95 |
| Claims: Checks 14122 - 14127 | Total = \$37,342.67 |

Total of Payroll & Claims = \$54,716.86

ADJOURN: Cande Hasenoehrl **MOVED** to adjourn the meeting. Neal Leon seconded, and the motion carried unanimously. The council meeting was adjourned at 7:28 pm.


Jarrod Pfaff – Mayor

ATTEST:


Cody Lord – Clerk/Treasurer