

Town of Garfield
TOWN COUNCIL
REGULAR COUNCIL MEETING
July 14th, 2021 - 7:00 PM
405 W California
Public Phone in Option: 1-224-541-0775 PIN: 690 663 214#

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

ROLL CALL: Mayor Pfaff, Council Members: Neal Leon, Jesse Parkins, Cande Hasenoehrl, and Mike Olsen. Staff: Clerk/Treasurer: Cody Lord, Public Works: Shon Clark Absent: Tom Tevlin and Marshal Handley

INTRODUCTION OF GUEST: Connie Schaut and Eugene Kobzar

Connie Schaut asked if Marshal Handley patrols at night and Mayor Pfaff said his schedule does include a night rotation. Connie said the poker run is coming up and she will prepare to gather and set up the barricades for blocking off California Street.

APPROVAL OF MEETING MINUTES:

Cande Hasenoehrl **MOVED** to approve the minutes of the Regular Council Meeting June 23rd, 2021. Mike Olsen **seconded the motion and the motion carried unanimously.**

POLICE REPORT: Marshal Handley

A written report was provided to the council since Marshal Handley is out on vacation.

PUBLIC WORKS REPORT: Shon Clark

Water

Everything operating as normal. Shon and Mark are attending their online water classes to collect their needed CEUs. It is a 3-day online class and they will try and fit it into their spare time.

A new water connection is happening at 5th and Union.

Mike Olsen asked with the high heat index last week were there any issues with the water pumps and Shon said well #3 tripped a couple times but resetting it took care of the issue. Mike also said there are several towns in the area who have started to ask residents to conserve water and wonders if Garfield will have to do that. Shon said there is no evidence that there should be concern for this at this time. They will keep an eye on it and hopefully high temps will subside. Cande asked if well #3 was the well the town was having issues with before and Mayor Pfaff said it was actually the telemetry system and that has been corrected.

Sewer

Everything operating as normal.

Garbage

Everything operating as normal.

Streets/Parks

Street signs are being updated. Mike asked which signs were being replaced and Shon said they are starting with street name updates and then moving onto stop and yield signs.

OLD BUSINESS:

- **Resolution 2021-08 Street Levy for General Election**

Mayor Pfaff explained this is the same street levy that was going to be run in the primary election but was pulled because of the cost. There is no change to the amount that is being asked for to support the annual street expenses. Cande Hasenoehrl **MOVED** to approve Resolution 2021-08, placing the street levy for \$65,000 on the general election ballot. Jesse Parkins **seconded the motion and the motion carried unanimously.**

- **Discussion of Bids RV Park**

Councilmember Jesse Parkins submitted a bid for the work to be completed at the RV Park so he will abstain from the conversation and left the room while the bids were discussed. Mayor Pfaff said all the contractors were bidding the same work, which was to strip the ground, haul any excess soil and level the lot and bring in fill dirt if needed. Shon said the sidewalk will be removed by him and he will be completing that in the coming week. Mike asked if the town had used the contractors in the past and if they were familiar with the work, Mayor Pfaff said historically, they have been good companies to work with. Cande Hasenoehrl **MOVED** to accept the lowest bid for work to completed on the RV Park from Wexler in the amount of \$9,800. Neal Leon **seconded the motion and the motion carried unanimously with Jesse Parkins abstaining.**

Mayor Pfaff said the website redesign is underway and he forwarded the link to the council members and wondered if they have had time to look at it and if they had any thoughts? Cande said some of the links were not working correctly and it was not loading correctly on her tablet. Mayor Pfaff said at this time, the primary goal was to get the layout, colors and fonts approved.

NEW BUSINESS:

- **New Building Inspector and Compensation**

Mayor Pfaff said he talked with Farmington's building inspector and he won't work out for the town because he is not available during the summer months. Rosalia's public works operator is also taking on the role of building inspection for Rosalia and now Palouse and a couple of other communities in the area. Jacob Billington is his name and he met with Mayor Pfaff and Cody about coming and taking care of Garfield's building inspection needs. He is requesting a flat \$300 a month for his services. Mayor Pfaff looked at the typical average of the building permits that are issued each year and this seems like a fair rate and the town can do this for a year and evaluate if the rate needs to change next year to make it fair for both parties. Jacob is also requesting that the town update their building permit fee schedule to match the 2019 Whitman County Fee Schedule. Cande said it has been a long time since the rate schedule has been updated and thinks it would be good to be in line with what other communities and the county are charging. Neal Leon **MOVED** to adopt the 2019 Whitman County Fee

schedule and revise the town's building rates as they are updated at the county level and to pay Jacob Billington \$300 a month for his services as building inspector. Cande Hasenoehrl **seconded the motion and the motion carried unanimously.**

- **New Rate Sheet for Building Permits**

- **Ordinance 480-N Establishing a Complete Street Program**

Mayor Pfaff said Steve Nelson will be looking into the Complete Street Program with TIB and see if there are opportunities the town can capitalize on. In order to apply for these grants, the town must have an ordinance in place that Establishes a Complete Street Program. This ordinance sets the basic guidance that must be met in order to be qualified for the grant and planning processes that should be used in building with the future in mind. Cande Hasenoehrl **MOVED** to approve Ordinance 480-N, Establishing the Complete Street Program. Neal Leon **seconded the motion and the motion carried unanimously.**

- **Rental Dumpster Policy Change**

Mayor Pfaff said Public Works is requesting a policy change for the rental dumpster program. Too many dumpsters are going out under the rental program and just sitting at properties without being emptied or brought back so that they can enter into the rental pool again. Mayor Pfaff said a letter was sent to council explaining the new policy is that a rental dumpster is dropped, it will be billed after the first full week on the property and will be billed each week on Monday at the rental rate until the homeowner no longer needs the dumpster.

This will encourage users to fill, empty and call town hall to have the dumpster removed from their property. This will not affect the route dumpsters. Mayor Pfaff said the dumpster rental program is pretty popular but many of the dumpsters are hanging out there unused for too long, making it difficult to have anything available for those who want to use them. Shon said the route dumpster program will remain the same, you can request to be on the route as long as the customer agrees to being on the route for a minimum of one year. Shon is working on getting a new bid to see where the cost of dumpsters is at now, but they will likely be much more expensive then they have been in the past. Cande Hasenoehrl **MOVED** to adopt the new policy change with rental dumpsters. Jesse Parkins **seconded the motion and the motion carried unanimously.**

Mayor Pfaff said the council meetings will be returning to townhall. A phone dial in number will be provided for the meetings so those not comfortable in a group setting can attend via phone conference.

Shon said the fire department is looking at sending up to 10 people for training in Pullman next spring. This would allow a more diverse training that allows firefighters to attend other fires and collect pay for it. The important thing to keep in mind is that the town shouldn't be left shorthanded if a crew goes out. Shon said if they are trained they can go to the fires and join trucks and crews already in place.

FINANCIAL: Approval of checks

Mike Olsen **MOVED** to approve payment of bills. Jesse Parkins **seconded the motion and the motion carried unanimously.**

Payroll: Checks: 14804-14809 EFT AWC & DRS
Claims: Checks 14803 & 14810-14827 (VOID #)

Total =\$13,254.08

Total =\$23,733.37

Cande Hasenoehrl **MOVED** to void the Garfield Joint Fire Board check because there is a \$2,000 transaction on that voucher that was erroneous on the Fire Board side and the town shouldn't pay, the county will be covering the full cost. Jesse Parkins **seconded this motion and the motion carried unanimously.** A new corrected check will be cut and approved at the next council meeting.

Total of Payroll & Claims =\$36,987.45

ADJOURN:

Cande Hasenoehrl **MOVED** to adjourn the meeting. Mike Olsen **seconded the motion and the motion carried unanimously.** The council meeting was adjourned at 7:32 pm.


Jarrod Pfaff - Mayor

ATTEST:


Cody Lord - Clerk/Treasurer