Town of Garfield
TOWN COUNCIL
REGULAR COUNCIL MEETING
March 25, 2020 - 7:00 PM
Town Hall
405 W California

CALL TO ORDER: Mayor Pfaff called the meeting to order at 7:01 pm.

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

INTRODUCTION OF GUEST:

APPROVAL OF MEETING MINUTES:
Candi Hasenoehrl **MOVED** to approve the minutes of the Regular Council Meeting on March 11th, 2020. Josh Kelnhofer seconded the motion and the motion carried unanimously.

POLICE REPORT:
Marshal Handley submitted a written report for council review. An official letter was sent to the resident with a trailer parked in front of their residence and it has since been moved. The final parts for the police car will be in today and the new car should be in operation this Friday.

PUBLIC WORKS REPORT: Shon Clark here for Public Works

Water
Everything is operating as normal. They are working to get a couple of bids for the telemetry system.
Sewer
Everything is operating as normal.
Garbage
Garbage has been collected with no issues.
Streets

Park
Public works has been working hard to get the trailer park emptied of trailers. There is only 1 trailer left to discard and the last two trailers that were broken down only took about a container each. Hopefully, in the next couple days the park will be cleared.

The new service truck is at Baggot's getting repair to a leaking oil seal.

Fire Dept.
Cande Hasenoehrl attended an emergency webinar for the IAFC to discuss the changes that are coming with the COVID-19 situation. When responding to a call, the

911 operators will be asking if anyone on site is sick and if so, then responding officers will approach the home with a mask and anyone without protection will remain outside. Air flow was talked about greatly, saying windows should be down in vehicles and all surfaces should be disinfected after the call is completed. All occupants of a vehicle must wear a mask when in transport. Currently masks are in short supply but once available again, the fire chief will be made aware and they will distribute to the fire department, hospital and ambulance crews. Shon Clark asked if fire meetings were an open meeting others could attend since sometimes communication between the departments lacks and Cande said she would send the information she has along to Shon.

OLD BUSINESS:

One sealed bid for the old 1-ton utility truck has been received. Tom Tevlin opened the sealed bid for surplus. The lone bidder was Dennis Green and the bid received is for $150.00. Council asked Shon what his thoughts were on this bid and Shon described all of the issues the truck is currently having and what would need to be addressed in order to get the bid price up or to set a higher minimum price. Council questions if it is worth the time to repair these items and then pay to have the truck reposted in the Whitman County Gazette. Cande suggested just accepting the bid and being done with the process. Cande Hasenoehrl **MOVED** to accept the sealed bid of $150 from Dennis Green for the surplus of the old 1-ton truck. Josh Kelnhofer seconded the motion and the motion carried unanimously.

NEW BUSINESS:

- **Emergency Proclamation 2020-01**

Mayor Pfaff explains the Emergency Proclamation is needed so the rules of the open public meeting can be changed to an offsite and conference style meeting to appease Governor Inslee's request for no on site meetings in the State of Washington until the "Stay Home Stay Safe" order is lifted due to COVID-19. Tom suggested having fewer meetings until the situation improves and Mayor Pfaff said that is also another option. Neal Leon questioned how the signatures from the meetings will be collected if conducted off site and Mayor Pfaff suggested that each council member schedule a time after the conference meeting to meet with Cody to gather the appropriate signatures while adhering to the current rules put into place. Tom Tevlin **MOVED** to pass Emergency Proclamation 2020-01. Neal Leon seconded the motion and the motion carried unanimously.

- **Resolution 2020-06 Telephonic and Video Conferencing Council Meeting**

Mayor Pfaff explained the reason for needing this resolution is to abide by the rules set forward by the State of Washington asking all local governments to halt local council meetings until the COVID-19 situation has passed. Council meetings will be held offsite either by way of telephone conference or video conference. Cande Hasenoehrl **MOVED** to approve Resolution 2020-06 detailing telephone and video conferencing council meetings. Tom Tevlin seconded the motion and the motion carried unanimously.

- **Discuss Town Park Remaining Open**

Other communities have been closing their parks and playground equipment to help slow the need to congregate and slow the spread of COVID-19. Shon says they currently don't disinfect the equipment so it would be a good idea to have them closed for now. Shon also suggest closing the gazebos and removing the basketball nets but keeping the walking trail open for exercise. Town Marshal Handley says because it is town property, he does have the ability to ask people to not use it. Cande Hasenoehrl **MOVED** to close the basketball court, play equipment and gazebos in the park, until further notice. Tom Tevlin seconded the motion and the motion carried unanimously.

Mayor Pfaff said that Shon will not be going on anymore ambulance calls as the town can't afford to have him quarantined. Currently Mark and Shon are keeping their distance from each other to take all precautions. They have to ride in the cab of the truck together from time to time, but otherwise trying to be mindful of the 6-foot rule. Mayor Pfaff would like to suggest closing Town Hall to the public and would be by appointment only until further notice. Instructions have been put online on how a resident can make an online payment and they are still able to pass their payment through the door. Cande Hasenoehrl **MOVED** to close Town Hall to the public and only allow appointments until further notice. Josh Kelnhofer seconded the motion and the motion carried unanimously.

Mayor Pfaff asked the council if they would like to postpone the collection of late fees and water turn-offs until the situation has improved. Neal thinks the town should suspend this for a month and then reevaluate, stating the town doesn't collect that much in late fees anyways. Cande Hasenoehrl **MOVED** to approve no "shut offs" until April 25th and no late fees applied to the next billing cycle. Neal Leon seconded the motion and the motion carried unanimously. Mayor Pfaff asked Cody to stick a message regarding this on the next utility bill.

Shon wanted to clarify if he was able to be a transport for the ambulance crew and Mayor Pfaff said he preferred if Shon would not be involved with the ambulance crew at all during this COVID-19 issue and with the fire department he expressed Shon use his best judgement when going on calls. Cande said it is important because this is so transmittable and because of the tight quarters on an ambulance, make sure not to administer anything aerosol that would make a person's nose run or cause sneezing.

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

Claims: Check 14192	Total = $2,759.97
Payroll: Checks 14193-14196 PLUS EFTPS	Total = $8,402.61
Claims: Check 14197	Total = $10,000.00
Claims: Checks 14198-14207 Police Charges	Total = $14,728.85
Claims: Checks 14208-14220	Total = $11,498.69

Total of Payroll & Claims = $47,390.12

Neal asked about the new police cruiser and wonders if it will have the town's name displayed on the vehicle. Mayor Pfaff said at this time it will not because the decals were not budgeted.

ADJOURN: Cande Hasenoehrl **MOVED** to adjourn the meeting. Neal Leon seconded the motion and the motion carried unanimously. The council meeting was adjourned at 7:38 pm.

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Jarrod Pfaff – Mayor

ATTEST:

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Cody Lord – Clerk/Treasurer