

**Town of Garfield  
TOWN COUNCIL  
REGULAR COUNCIL MEETING  
October 14<sup>th</sup>, 2020 - 7:00 PM  
405 W California  
Public Phone in Option: 1-314-561-9185 PIN: 731 850 574#**

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

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

**INTRODUCTION OF GUEST:** Danielle Englehardt, Connie Schaut, Jesse Parkins, Marti Masten, Eric Mills, Josh and Kyra Hightree.

Danielle Engelhardt and Connie Schaut are here to visit about the Halloween Trunk or Treat. There was discussion about what streets should be closed and how the cars would be lined out on Main Street to accommodate social distancing recommendations. Shon asked who would be stopping to get the barricades and Marti Masten said he would be willing to help. The event will most likely last about 2 hours from 6 to 8 pm.

Mayor Pfaff said that council position #2 has been vacated and was advertised with 3 letters of interest provided to town hall. The three interested parties are; Marti Masten, Josh Hightree and Jesse Parkins. The mayor will ask 5 questions and based on the answers given, the council will take a vote to appoint a candidate to council position #2. The five questions asked were:

1. Why would you like to join Garfield Town Council?
2. Describe one area you would like to see the Town of Garfield improve.
3. Are you able to impartially serve on the town council and not co-mingle your personal agenda with the needs of the residents of Garfield?
4. In what capacity do you currently help to enhance the Town of Garfield?
5. What is your greatest personal achievement?

Mayor Pfaff said the council would move into Executive Session to discuss the candidate's answers and be back in 15 mins. Neal Leon **MOVED** to go into executive session per RCW 42.30.110 (h) for 15 mins to evaluate qualifications of a candidate for appointment to an elected office. Terri Linderman seconded the motion and the motion carried unanimously. The public meeting will reconvene at 7:26 pm.

Council reconvened at 7:26

Mayor Pfaff thanked the participants for their letters of interest and said each council member will cast their vote to replace the vacant council position #2.

Tom Tevlin, Terri Linderman, Neal Leon and Cande Hasenoehrl all voted to appoint Jesse Parkins to council position #2 for the Town of Garfield. Mayor Pfaff asked Jesse

to come to town hall to be sworn in and join the council at the second meeting in October.

**APPROVAL OF MEETING MINUTES:**

Cande Hasenoehrl **MOVED** to approve the minutes of the Regular Council Meeting on Sept 23<sup>rd</sup>, 2020. Neal Leon seconded the motion and the motion carried unanimously.

**POLICE REPORT:**

Marshal Handley provided the council with a written report.

Marshal Handley said that October is getting a little busier, Covid numbers have started to increase and there have been 3 Covid related deaths in Pullman. Trick or treating this year should be discouraged so that the elderly population is not at risk when handing out candy. Trunk or treat is a great alternative and if people would still like to participate, they can leave candy outside their doors for the kids.

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

**Water**

The service truck will be getting a snow plow around the 30<sup>th</sup> of October.

**Sewer**

A new set of stairs were installed on the digester at the sewer plant.

The digester is mostly empty and all biosolids have been hauled to BarTech.

The UV system is working great and the testing numbers are coming back at the lowest level possible for chlorine.

The rainy and wet season is coming and the public works department will be spending time trying to nail down the I&I issues with the sewer mains.

**Garbage**

Everything is operating normally.

**Streets**

Street sweeper is being worked on and new things are showing up on it that are broken and in need of repair so there will be a new estimate that follows for the work that is needing to be done.

The street patching has been finished. 29 tons of asphalt were laid.

**Park**

Rick will be cleaning the leaves in the park so the leaves don't sit over winter. Rick has been cleaning the park restrooms about every two days and Mayor Pfaff asked that he have them closed for the season after Halloween.

**OLD BUSINESS:**

- Tom Tevlin mentioned that someone was interested in running the restaurant and was curious what the rent or sale price on the space would be.

**NEW BUSINESS:**

Mayor Pfaff said while the police force was joined between Palouse and Garfield, a JAG grant was issued and items were purchase with the money. Marshal Handley is requesting that some of these items make their way back to the Garfield inventory. He is requesting 2 computers and computer software, 1 laptop mount, 1 firearm, 1 shotgun

rack, 1 gun rail, 2 magazines, 1 sling, 1 in car cell phone booster, 1 cell phone headset and 1 SUV cargo caddy. It is also requested that if Palouse keeps any of the firearms, they properly file the FFL/DOL paperwork to transfer them out of the Town of Garfield's name. Council was in support of this list and these items will be formally requested.

Mayor Pfaff said he will have preliminary budget numbers out before the end of the month. There are raises to think about, the other half of the sewer pond repair, fire department needs, and also turning the old trailer park into an RV park. Utility rate will be increasing by 6% for 2021. There was some discussion about sharing employees between the City of Palouse and Town of Garfield and the benefit to being able to cross train within the community. Licenses are becoming more expensive and more difficult to find qualified candidates. Cande asked if they were still interested in splitting Mark's time at the WWTP? Currently Mark is going over there 2 hours a week. Mayor Pfaff said these things will need to be discussed and negotiated in the future.

Tom discussed the need for some new equipment at the fire department and said they would really like to start thinking about a three-year and five-year budgeting plan. Cande said there are some things the department really needs to purchase that are currently outdated. Tom would like to know what the budget numbers will look like so they can take that number back to Chief McCully and they can start to build their purchasing around this number. Currently the air packs are their most expensive need as they have to upgrade to the high-pressure system. Shon Clark said \$27,600 would get them six packs, if they had \$20,000 in the budget, at least that would get them started on some of the air packs and they could make a few other purchases into the future. Chief McCully would really like to purchase some of them at the beginning of 2021. Marshal Handley asked if it was possible to run a one-year fire safety levy and use some of that money to pay for the additional equipment? The department also has to cover the costs of turnouts and they budget for purchasing two a year which are about \$1,000 a turnout.

Mayor Pfaff said they should consider moving the second meeting in November due to Thanksgiving and that in the past they moved the November meetings to the 2<sup>nd</sup> and 3<sup>rd</sup> Wednesdays of the month. Cande said the pool board meets on that second Wednesday but she will request that they move their meeting to accommodate town council's date change. Cande Hasenoehrl **MOVED** to change the town council meeting days in November to the 11<sup>th</sup> and 18<sup>th</sup> of 2020. Terri Linderman seconded the motion and the motion passed unanimously.

**FINANCIAL:** Approval of checks

Terri Linderman **MOVED** to approve payment of bills. Tom Tevlin seconded the motion and the motion carried unanimously.


Claims: EFT Dept of Revenue	Total = \$2,319.46
Payroll: Checks 14459-14467 EFT AWC & DRS	Total = \$11,782.14
Claims: Checks 14468-14496	Total = \$42,434.22

Total of Payroll & Claims = \$56,535.82

**ADJOURN:**

Terri Linderman **MOVED** to adjourn the meeting. Tom Tevlin seconded the motion and the motion carried unanimously. The council meeting was adjourned at 7:52 pm.

  
Jarrod Pfaff – Mayor

**ATTEST:**  
  
Cody Lord – Clerk/Treasurer