

**Town of Garfield
TOWN COUNCIL
REGULAR COUNCIL MEETING
Sept 9th, 2020 - 7:00 PM
405 W California
Public Phone in Option: 1 (502) 465-6601 PIN: 793 160 837#**

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

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

INTRODUCTION OF GUEST: Marti Masten and Bonnie Berger

APPROVAL OF MEETING MINUTES:

Cande Hasenoehrl **MOVED** to approve the minutes of the Regular Council Meeting on August 26th, 2020. Tom Tevlin seconded the motion and the motion carried unanimously.

POLICE REPORT:

Marshal Handley provided the council with a written report and is not in attendance tonight. He is at EMS training this evening.

PUBLIC WORKS REPORT: Shon Clark for Public Works

Water

The Dept. of Health will be here tomorrow for the water system sanitary survey. They will likely go to the two well heads and the reservoir. Well #3 has a bad meter and the replacement has been ordered. They will also conduct some testing pre and post chlorination of the water system. Also, they will look at the building structures and the surrounding area to make sure everything is tidy and safe.

Sewer

They have been dewatering and wasting at the sewer plant and hauling the sludge to Bartech in Spokane.

Streets

Paving has been delayed and will hopefully start soon, next week start cutting roads and get them filled before too long

Park

Everything is operating as normal.

Shon explained he may be needing surgery on his knee soon but hasn't received a referral to the Orthopedic surgeon to know the exact details. At this time he doesn't know the full extent of what he will be facing.

The sweeper bid has been revised from \$4,300, not the previous \$3,100, this was due to the water pump not being included in the bid. The money for this repair will come from the street budget. Cande Hasenoehrl **MOVED** to increase the amount to repair the street sweeper to \$4,300. Neal Leon seconded the motion and the motion passed unanimously.

Tom Tevlin said there are bees in the park that need to be taken care of and asked Shon if they could please make sure to get rid of them.

OLD BUSINESS:

NEW BUSINESS:

- **Critical Area Ordinance ORD 474-N** Mayor Pfaff explained that there were some minor revisions to the CAO 474-N and as a formality for Dept of Ecology and to continue on with the I&I grant, the ordinance will need to be approved. Terri Linderman **MOVED** to approve the Critical Area Ordinance 474-N. Tom Tevlin seconded the motion and the motion carried unanimously
- **CARES Grant Money** Mayor Pfaff explained the library district is teaming up with the Port of Whitman County to help small towns utilize the government CARES ACT funding. The funding can be passed to the school district and library district for COVID related expenses. Kristi Kirkpatrick said the library could use about \$5,000 for cleaning supplies and PPE and internet expansion, Marshal Handley said he could use about \$1,800 of it for AED Equipment for the police department and the rest of the funding could go to the school for laptops or other COVID related expenses. These would be expenses that are reimbursable.

Mayor Pfaff asked if the council was interested in securing these funds? Josh Kelhofer asked why the Port would not just distribute the money themselves. Mayor Pfaff said the CARES money is for towns and they must incur or pass along the funds. The Port cannot accept the money on behalf of the town and distribute, however they are willing to help the town in receiving and processing the paperwork to get the money reimbursed. Towns have steered clear of the funding because of the worry about the paperwork required to initiate the funding and then to get the reimbursement but the Port has assured the town, they will assist in the paperwork process.

Cande said if the funds could be used to help the local kids, then she would be in favor of taking the funds. (The Garfield Fire Alarm sounded at 7:13 pm, Tom Tevlin, Josh Kelhofer and Shon Clark exited the meeting). Terri Linderman and Neal Leon both agreed if the funds could help the local kids and wouldn't be a burden to take or get reimbursed, they would be in favor of taking the funds as well. Cande Hasenoehrl **MOVED** to approve the CARES ACT funding and start the application process. Terri Linderman seconded the motion and the motion carried unanimously.

- **Resolution 2020-13 Salary Schedule Revision** to include the Deputy Clerk or Fill-in Clerk Salary Range. Mayor Pfaff explained the only revision to the salary schedule would be to accommodate the hiring of a clerk/treasurer relief (Deputy

Clerk) and the range of the hour pay for this position. The range proposed would be \$17.00 to \$30.00 an hour. Cande asked if it would be better to just state one amount the town would pay. Mayor Pfaff said a range is better to allow for different candidates who possess differing qualifications. Barb Dial Flomer would be covering for Cody while he is on vacation and she comes with extensive clerk/treasurer experience hence the \$30.00/hour pay request. Cande Hasenoehrl **MOVED** to approve Resolution 2020-13 Salary Schedule Revision to reflect Deputy Clerk pay. Terri Linderman seconded the motion and the motion carried unanimously.

Mayor Pfaff said that council member Josh Kelnhofer will be moving from Garfield and has submitted his letter of resignation which will be effective September 24th. Cody will put an ad out advertising the open council position and see what interest there is. Any interested parties will need to submit a "Letter of Interest" and council will have an opportunity to read them. The position will be posted upon Cody's return and will be open for around a month. The council and mayor will discuss qualifications in an executive session and the council will vote on the position in an open meeting sometime in October.

FINANCIAL: Approval of checks

Cande Hasenoehrl **MOVED** to approve payment of bills. Neal Leon seconded the motion and the motion carried unanimously.

Claims: Checks 14420	Total = \$67.00
Payroll: Payroll Checks 14421-14425 EFT AWC/DRS	Total = \$11,216.54
Claims: Checks 14426-14442	Total = \$16,707.97

Total of Payroll & Claims = \$27,991.51

ADJOURN:

Cande Hasenoehrl **MOVED** to adjourn the meeting. Terri Linderman seconded the motion and the motion carried unanimously. The council meeting was adjourned at 7:20 pm.


Jarrod Pfaff – Mayor

ATTEST:


Cody Lord – Clerk/Treasurer