

**Town of Farmington
Regular Town Council Meeting
Monday, December 16th, 2013
Farmington Community Center
6:00 PM – 8:30 PM**

Open Regular Council Meeting:

The Regular Council Meeting was opened at 6:06 P.M.

Roll Call:

Mayor Ron Dugan, Council members: Noreen Ewing, Diana Lowley, Dave Baker and Billie Wolff

Visitors:

Max Mohan, Mark Hellinger, Steve Martin, DeShay Stringer, Rudy Goossen, Jerry Wagner, John Ewing, Brian Oliver, James Woomack, Kaye Woomack, Laura Parker, Alex Parker, Brenda Stubbs and James A. Woomack.

Approval of Minutes:

Diana Lowley **moved** for approval of the November 18th, 2013 Regular Council Meeting minutes. Billie Wolff **seconded the motion, the motion passed.**

Unfinished Business:

- **Purchase of Lift Station Recorder:**

Mayor Dugan advised the council that he recently learned that a remote recorder to record the DMR (Discharge Monitoring Report) readings is all that is necessary at the sewer lift station. This interpretation of Farmington's waste water permit was confirmed by Cynthia Wall of the Department of Ecology. The mayor purchased a DMR recording system from Pump Tech with AWC grant funds. The cost to the Town for the recording device was \$20.00. The installation of the device will cost approximately \$800.00. The system was installed at the lift station on December 11th

- **Maintenance Request for the Purchase of a Leaf Vacuum:**

At the November 18th council meeting, Brian Oliver requested the council approve the purchase of a Cyclone leaf vacuum which can also serve as a grass catcher. Prior to tax and shipping costs the purchase price of this piece of equipment is approximately \$1700.00. It was decided to revisit this request in the spring of 2014.

- **Disaster Planning – Power Outages & Temporary Housing:**

Council member Billie Wolff reported that she has researched the forming of a disaster preparedness plan for the residents of Farmington. She has contacted and coordinated with Robin Cocking from The Whitman County Emergency Preparedness Committee and will be attending their next meeting.

- **Waste Water Meetings with J-U-B , DOE & with CES:**

Mayor Dugan advised the council that he, Todd Lobdell, Mark Hellinger, Frank Triplett and James Woomack met with J-U-B Engineers and Cynthia Wall from the Department of Ecology in Spokane on November 20th to explore creative approaches for solving Farmington's waste water leakage problems. The mayor emphasized to the group that million dollar plus projects would cause an undue burden on rate payers and encouraged that other solutions be found.

At the end of the meeting it was decided that more information had to be collected during 2014, vis-à-vis the actual contamination involved. DOE suggested that Farmington's permit be rewritten to provide for monthly upstream/downstream testing to be done adjacent to the lagoons. This testing procedure was later modified by DOE to monthly testing from April to November inclusive except in months where adequate stream flows were not present.

A second meeting was held on December 6, 2013 at no cost to Farmington, with three representatives from Cascade Earth Science (CES), an engineering firm involved in creative waste water solutions. CES agreed that upstream/downstream monthly testing was worthwhile but suggested further that during the data collection phase, Farmington do the following:

1. Cap the 4" Curtain Drain.
2. Conduct quarterly testing of observation well(s) and the tile grid drain.
Tests should be the same as those on the lagoons except no suspended solids.
3. Stream flows should be recorded whenever tests are done.

After all tests are in, strategies based on the results will be explored.

The mayor reported that a quote had been received from J-U-B covering the establishing of guidelines and overseeing the testing procedures relating to upstream/downstream testing of Pine Creek. A final report would also be written and submitted to the Department of Ecology. The Department of Ecology requires that the upstream/downstream testing of Pine Creek be supervised by an engineering firm. The price of J-U-B's proposal was not to exceed \$5,000. The mayor talked with Steve Venner at CES to see if the quote was reasonable and he said that it was. He also said that it was not necessary to have an engineering firm supervise the testing of the wet well(s) and tile grid drain in order to render the results useful. The mayor asked the council to approve the J-U-B proposal.

Dave Baker **motioned** to accept the quote from J-U-B Engineers for the purpose of establishing guidelines for testing Pine creek at a quoted cost to Farmington not to exceed \$5,000. Billie Wolff **seconded the motion, the motion passed.**

- **Town Owned Church Building – Grant Funding:**

Mayor Dugan stated that he is pursuing grant possibilities through John Gallow from the Department of Commerce in order to ascertain if Farmington may qualify for grant funding to rehabilitate the town owned church located at Third & Main. Mayor Dugan estimated that a \$43,000 grant plus a substantial amount of volunteer labor would be necessary to cover all aspects of the rehabilitation project. Grant money would be allocated as follows: \$5,000 for mold removal and the repair of damaged studs; \$20,000 for the removal of the lead paint and to repaint; \$7,000 for repairs to the electrical, heating and plumbing systems; \$3,000 for asbestos removal; and \$8,000 for exterior excavation and placement of drain tiles.

- **Goossen Water Line Issue:**

Mayor Dugan advised that should the Goossen's decide to install a water line from the water main to their residence, it would be prudent for the town to pay for the size upgrade to have a four inch line installed instead of a one inch line (approximately \$ 2,500, should the need for future water services arise in that area of Farmington. Mr. Goossen stated that if he should decide to run a line, he will run it across his personal property for 900 feet vs. the 1500 route which would benefit the Town for potential future hook-ups. This option would save Mr. Goossen approximately 600 feet in costs. The issue was tabled until the February 2014 meeting when Mr. Goossen will return to the council with firm cost estimates. Should the council decide to pay the difference between a one inch line and a four inch line the agreement will be written up by Stephen Bishop, Farmington's lawyer.

Ordinance 224-13 – Adoption of the 2014 Operating Budget:

Noreen Ewing **moved** for the adoption of Ordinance 224-13 the adoption of the 2014 Operating Budget. Dave Baker **seconded the motion, the motion passed.**

Ordinance 225-13 – Budget Amendment:

Diana Lowley **moved** for the adoption of Ordinance 225-13 a Budget Amendment to Fund 001 Current Expense, Fund 101 Streets, Fund 401 Water and Fund 409 Sewer to include expenditures for line items not included in the original budget which was adopted in December 2012. Billie Wolff **seconded the motion, the motion passed.**

Fund	Estimated Revenue	Expenditures
001 Current Expense Fund	\$ 143,400	\$ 87,000
101 Street Fund	\$ 26,000	\$ 22,000
306 Special Equipment Reserve Fund	\$ 9,195	\$ 7,000
307 Capital Projects Fund	\$ 700	\$ 0
401 Water Fund	\$ 55,800	\$ 45,000
407 Short Lived Asset Replacement Fund	\$ 15,800	\$ 15,000
409 Sewer Fund	\$ 57,000	\$ 23,000
413 CDBG/Rehabilitation of Well #1	\$ 75,000	\$ 75,000
Total All Funds	\$ 382,895	\$ 274,000

Ordinance 226-13 – Closure of Fund 413 – CDBG/Rehabilitation of Well One:

Dave Baker **moved** for the adoption of Ordinance 226-13 the closure of fund 413, The CDBG/Rehabilitation of Well One Fund, as the project is complete and the fund has a zero balance. Diana Lowley **seconded the motion, the motion passed.**

Discussion of Ordinance 206-10:

Ordinance 206-10 established a Farmington Planning Committee which has been inactive since it’s conception. Council member Lowley suggested dissolving the committee. After much discussion Billie Wolff **moved** to maintain the planning commission but to appoint new members (as all previous appointments had either expired or will expire on December 31, 2013). Billie **moved** to appoint John Ewing as committee chairman, Mark Hellinger, Max Mohan, Brian Oliver and Steve Martin as members. Diana Lowley **seconded the motion, the motion passed.**

Approval of Claims & Payroll:

Diana Lowley **moved** for approval of the November 19, 2013 thru December 16th claims & payroll totaling \$ **8,849.92** Billie Wolff **seconded the motion, the motion passed.**

CHECK REGISTER

Town Of Farmington
MCAG #: 0806

11/19/2013 To: 12/16/2013

Time: 16:07:00 Date: 12/16/2013
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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
750	11/29/2013	Payroll	1	EFT	Internal Revenue Service	607.68	941 Deposit For 11/01/2013 - 11/30/2013
745	11/30/2013	Payroll	1	1512	Kirby Kiehle	118.20	
746	11/30/2013	Payroll	1	1513	Duane Groom	46.17	
747	11/30/2013	Payroll	1	1514	Todd Lobdell	323.31	
748	11/30/2013	Payroll	1	1515	Barbara Dial-Flomer	837.42	
749	11/30/2013	Payroll	1	1516	Brian Oliver	216.10	
776	12/15/2013	Payroll	1	1517	Barbara Dial-Flomer	837.42	
777	12/15/2013	Payroll	1	1518	Brian Oliver	250.11	
741	11/22/2013	Claims	1	5445	Shrode Heating & Cooling, Inc.	338.20	Fix It Shop - Heater Repair
782	12/16/2013	Claims	1	5446	Anatek Labs, Inc.	410.00	\$20.00 Monthly Water Testing & \$390.00 Quarterly Sewer Testing
783	12/16/2013	Claims	1	5447	Avista Utilities	1,398.06	2013 November - AVISTA Charges
784	12/16/2013	Claims	1	5448	Bank Of Fairfield	459.71	2013 November - VISA Charges
785	12/16/2013	Claims	1	5449	Bishop Law Office	200.00	2013 November - Legal Retainer
786	12/16/2013	Claims	1	5450	Board For Volunteer Firefighters	1,380.00	2014 - Eighteen Farmington Volunteer Firefighters' Disability & Pension Fees
787	12/16/2013	Claims	1	5451	Empire Disposal	39.66	2013 November - Garbage Collection
788	12/16/2013	Claims	1	5452	Frontier Communications NW, Inc.	129.26	2013 December - Phone & Fax Charges
789	12/16/2013	Claims	1	5453	John Deere Financial	3.44	Quick Lock Pin For Snow Plow
790	12/16/2013	Claims	1	5454	Moscow Building Supply	705.77	Purchase Of Pole Saw - Rental Of Lawn Vacuum - 6 Locks Keyed Alike - Vehicle Winterization Materials
791	12/16/2013	Claims	1	5455	Whitman County Gazette	28.00	Publication Fees
792	12/16/2013	Claims	1	5456	James Woomack	103.25	Reimbursement For Lock - Computer Hard Drive & Extended Warranty.
794	12/16/2013	Claims	1	5457	JMT Petroleum	418.16	Community Center Heating Oil
						001 Current Expense	5,324.22
						101 City Street	1,223.30
						401 Water Fund	1,116.87
						409 Sewer Fund	1,185.53
							Claims: 5,613.51
							8,849.92 Payroll: 3,236.41

Mayor Dugan’s Financial Report:

A copy of Mayor Dugan’s year-to-date financial summary was given to the council. The mayor noted that Farmington had a negative \$ 4,010 variance through November. The Mayor stated that the 2013 levy figures are not reflected in the budget and therefore in actuality, Farmington has a budget surplus of \$22,000.00, less the \$4,010.00 for the first eleven months of 2013.

Approval of Financial Reports – Treasurer’s Report:

Dave Baker **moved** for approval of the October financial reports which show Farmington with a \$157,506.51 cash balance. Diana Lowley **seconded the motion, the motion passed.**

Pick-Up Maintenance:

Mayor Dugan advised the council that he took the Town owned pick-up truck to Pullman to be serviced and was advised by the Ford dealer of over \$600.00 worth of repairs that the pick-up is in need of. Farmington’s maintenance employee, Brian Oliver stated that he is confident that he can make the repairs to the pick-up with a considerable savings to Farmington.

Water Maintenance Salary:

Mayor Dugan advised the council that he will table this topic until June 2013 when employee raises are routinely considered.

Carillon Machine:

Mark Hellinger owns a Carillon Machine (electronic bell machine) which plays music as well as bell tones. Mark would like permission to place his machine in the Town bell tower at the park at least to play Christmas Carols during the holiday season. Noreen Ewing **motioned** to allow Mark to install and maintain (at no cost to the Town) a Carillon machine in the Town owned bell tower at the park. Dave Baker **seconded the motion, the motion passed.**

Unfinished Projects:

- **Park Pole:**
Mark Hellinger stated that he will supply a 30’ wooden pole to be installed at the park near the basketball court, in order to reroute an electrical wire which is currently woven through tree limbs.
- **Basketball Court Maintenance:**
\$1000 has been budgeted in 2014 for the re-sealing and re-stripping of the new basketball court.
- **Harvest Festival Contribution:**
No proceeds from the 2013 Farmington Harvest Festival have been received by the Town, as the Festival Committee has not yet held their final (close out) financial meeting due to the poor health of Frank Triplett, who is the committee chairman. It was stated that the festival did meet their expenses this year and that next year’s event is still under consideration.
- **Sewer Committee:**
An informal waste water issues committee has been formed to assist the new mayor, James Woomack. Committee members are Ron Dugan, Royce Johnson, Mark Hellinger and Jerry Wagner.
- **Trimble Property:**
Mr. Trimble did not respond to the mayor’s requests to meet with him to negotiate for the acquisition of his property at 3rd and Washington.
- **Codification of Ordinances:**
Farmington is one of the few Towns in the State of Washington left with un-codified ordinances. The Town’s Attorney, Stephen Bishop is well aware of this issue and will have the work completed by a law student or intern at his earliest opportunity. The estimated cost to the Town will be near \$1,000.
- **New Computer and Website:**
Mayor elect Woomack is having a computer for the clerk-treasurer’s office custom built by VGH of Moscow, at a cost of \$1,500 to \$2,000.

Oath of Office:

The Oath of Office was administered by Notary Public, Barbara Dial-Flomer, to Farmington’s newly elected officials. Mayor James A. Woomack, Council Position Three, Diana Lowley and Council Position Four, David Baker. Due to illness, the oath of office was administered to Joel Abbott, Council Position One, at city hall on Wednesday the 18th of December 2013.

Citizens Comments:

Jerry Wagner thanked Mayor Dugan for his service as mayor to Farmington. Max Mohan stated that Mayor Dugan set the bar high during his administration and thanked him for his service and suggested that in the future, Mayor Elect Woomack open better lines of communication when organizing volunteer workers. Mr. Mohan also wanted to ensure that the Town owned equipment is being properly maintained. Mr. Mohan then questioned the Towns need to replace the 7 year old computer system located in the Clerk-Treasurer’s office, since Farmington State Bank had offered to hand down their obsolete computer to the Town free of charge and warranty. Mayor Dugan advised Mr. Mohan that he has the utmost confidence in the judgment of Mayor Elect Woomack especially when it comes to the spending of \$1,500 on a computer and that there is no need to second guess or harass him over a \$1,500 expenditure. Mayor Dugan also stated that no two people will ever agree on what the Towns maintenance needs are or how the equipment should be maintained.

Council Comments:

None

Clerk-Treasurer Comments:

The Clerk-Treasurer reminded everyone that because Farmington bills for water and sewer services the month following the usage, the new water and sewer rates will not be reflected on the bills received January 1, 2014. The new rates (beginning with January's usage) will show on the February 1, 2014 bill.

Mayor's Comments:

Mayor Dugan addressed five individuals, all of whom he described as extraordinary, in doing so he thanked John and Noreen Ewing for the extraordinary job they did by jumping in and bailing the town out on the basketball court project. He thanked Mark Hellinger and Royce Johnson who time and time again have shown what it means to be an extraordinary volunteer, not only with their time but also with their personal equipment, and he thanked the Clerk Treasurer who he described not only extraordinary but also as loyal, competent and entertaining. Mayor Dugan stated that it is his hope that everyone will support the new mayor, as being mayor is an endless job. He said that he's glad he did it and he's also glad it's over.

Meeting adjourned at 8:30 P.M.

Mayor Ronald S. Dugan

Attest: _____

Barbara Dial-Flomer, Clerk/Treasurer

Town of Farmington

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