

PALOUSE CITY COUNCIL AGENDA

Regular Council Meeting
July 27, 2021, 2021 @ 7:00 pm
120 E. Main City Hall

CALL TO ORDER: Mayor Cook called the Council Meeting to order at 7:00 PM.

ROLL CALL:

Mayor Cook took Roll Call

Council members present Bill Slinkard, Jim Fielder, Libby Akin, Katie Cooper (via phone), and Tim Sievers (via zoom).

Councilmember absent: John Snyder.

Councilmember Akin introduced a **MOTION** to excuse Councilmember Snyder, **MOTION** seconded by: Councilmember Slinkard. Council unanimously passed the **MOTION**.

Councilmember absent: Mary Welcome.

Councilmember Fielder introduced a **MOTION** to excuse Councilmember Welcome, **MOTION** seconded by: Councilmember Slinkard. Council unanimously passed the **MOTION**.

City staff present: City Administrator (CA) Coughenour, Deputy Clerk (DC) Misty La Follett, and Police Officer Joel Anderson;

CHANGES TO AGENDA:

Mayor Cook requested the "New Business" and "Old Business" portions of the meeting be moved to the front of the agenda.

NEW BUSINESS:

City Road Oiling Bids:

Mayor asked the Council to review the two bids for road oiling. BST Surfacing submitted a proposal for \$16,035.25, and Lyman Dust Control submitted a proposal for \$31,500. CA Coughenour confirmed that both bids were for the same square footage.

Councilmember Fielder introduced a **MOTION** to accept the bid from BST Surfacing for \$16,035.25. **MOTION** seconded by: Councilmember Akin. Council unanimously passed the **MOTION**.

Pool and Street Levy Committees:

Mayor asked about appointing citizens for the Levy Committee; CA Coughenour said that Jill Weller was the only person committed to submitting a "For and Against" statement. CA Coughenour added that Council could appoint Mrs. Weller to either the Pool Levy or the Street Levy committee, but she only expressed interest in writing the "For" statement for the Pool Levy.

AWC (Association of Washington Cities) Updated Coverage Agreement

CA Coughenour presented Council with a new participation agreement from the Association of Washington Cities (AWC) to provide optional vision coverage. The premiums would be the responsibility of the employee. The cost to the employee would be approximately \$10.25 per month. Three employees expressed interest in the vision coverage. Councilperson Slinkard asked CA Coughenour if all employees were offered the vision coverage. CA Coughenour confirmed that the city employees were offered the vision coverage, and new employees may opt-in at any time.

Councilmember Akin introduced a **MOTION** to approve the updated AWC participation agreement. **MOTION** seconded by: Councilmember Fielder. Council unanimously passed the **MOTION**.

OLD BUSINESS:

FY 22 Levy Resolutions:

Mayor Cook Introduced Resolution 2021-06 levy, which will support street improvement, maintenance, and oiling.

CA Coughenour explained that the levies are based on the excess property value determination of \$71,888,005. CA Coughenour stated that the Pool Levy and the Streets Levy almost offset each other based on the per thousand evaluation. To that end, the new Street Levy rate proposal was decreased from \$0.73 to \$0.70.

Councilmember Sievers introduced a **MOTION** to adopt Resolution 2021-06: **MOTION** seconded by: Councilmember Slinkard. Council unanimously passed the **MOTION**.

Mayor Cook introduced Resolution 2021-07 for the Pool Tax Levy, which supports the operations and maintenance of the city pool. The Mayor emphasized that the pool is a tremendous asset to the residents and thus warranted continued support from the community. The Pool Levy will increase from \$0.568 to \$0.62/per thousand of assessed evaluation. Mayor Cook commented that increasing the levy by few cents would greatly aid in supporting the pool.

Councilmember Sievers stated that both levies are necessary and thanked Councilmember Welcome for the work with the details. Both levies will address concerns within the community as well as the increased cost of providing the services.

Councilmember Aikin introduced a **MOTION** to adopt Resolution 2021-07: **MOTION** seconded by: Councilmember Fielder. Council unanimously passed the **MOTION**.

At 7:12 PM, Councilmember Cooper left the meeting.

APPROVAL OF MINUTES:

July 13, 2021 minutes: Mayor Cook asked if there were any corrections to the minutes. CA Coughenour stated he did receive feedback from Ms. Thompson. Ms. Thompson disagreed that she and Council reviewed the draft minutes before sending the draft minutes. Mayor Cook asked if her comments were reflected in the minutes? CA Coughenour said the comment was received after the draft minutes were sent. Councilmember Slinkard confirmed that the Council and citizens received the draft minutes at the time. Councilperson Slinkard went on to say that discussions of the minutes were had after the fact, and any necessary corrections were then made. Further discussion ensued regarding revising July 13, 2021, minutes, and Council decided not to change the minutes.

Councilmember Akin introduced a **MOTION** to approve July 13, 2021, Council Meeting Minutes: **MOTION** seconded by: Councilmember Fielder. Council unanimously passed the **MOTION**.

OPEN FORUM:

Two citizens registered to address the Council:

Tony Wright: Addressed the City of Palouse speed limits. He suggested a step-down speed limit approach to entering the City from state and county roads. He also requested increased traffic emphasis and the possibility of adding additional flashing speed limit signs to the City. Council recognized the need for increased traffic emphasis, and Mayor Cook requested Officer Anderson make this a priority moving forward.

Dave Tharp: Expressed similar concerns regarding the increase in people speeding through Palouse and the need for more traffic enforcement of speed limits within the City. Additionally, Mr. Tharp requested Council explore moving the 25-speed limit signs further out.

Office Anderson stated that he would increase patrols in these areas during commute times. He offered his cell phone number so that residents can call him and report dangerous drivers. His number is 509-999-6016.

Mayor Cook added that if anyone saw people driving unsafe, be sure and call Officer Anderson or 911.

PUBLIC WORKS REPORT:

Supt. Wolf was on vacation, and he provided the city council with his written report.

*Report attached to the minutes.

POLICE REPORT:

Officer Anderson presented his report to the city council. There were seven calls for service since the last council meeting. Officer Anderson reminded the Council that he was on vacation from July 17 to 24, 2021, and had coordinated with WHITCOM Dispatch to call him before dispatching Whitman County to Palouse.

Officer Anderson reminded the Council that the National Night Out is August 3, 2021, at Palouse City Park.

*Report attached to the minutes.

CITY ADMINISTRATOR/DEPUTY CLERK REPORT:

Mayor Cook asked CA Coughenour about the White Diamond Contracting preconstruction meeting for the Palouse Cove Sidewalk project. CA Coughenour will follow up with White Diamond and Munir Duad, the City's Engineer, regarding the confusion with signing the contract and moving forward.

COMMITTEE REPORTS:

Joint Fire Board, Chair Fielder: Chair Fielder stated that Joint Fire Board (JFB) met and approved purchasing a used fire truck. The purchase price of a used fire truck would be approximately \$200,000, and the JFB has its 50% share of the purchase price. The JFB would like the City to commit to funding the City's 50% share so when a suitable fire truck becomes available, the JFB can purchase the truck. Fire Captain Marv Pillers presented purchase options to the Council and answered questions. Council requested Capt Pillers and the JFB provide a 30-year plan regarding the Fire Departments' fleet replacement. Councilmember Welcome, Fielder, and CA Coughenour will meet to discuss possible funding options and present these options to the Council on August 10, 2021,

Councilperson Fielder inquired about the resolution to purchase an Automated External Defibrillator (AED). CA Coughenour said the sole source resolution was prepared and gave the resolution to Mayor Cook. The sole source purchase resolution was used to ensure the compatibility between the City of Pullman Emergency Medical Service (EMS) and the City of Palouse EMS. Sole sourcing the AED is necessary to support mutual aid agreements and the ability for the crews to share supplies and equipment. Mayor Cook introduced Resolution 2021-08 to purchase an (AED) for the Palouse Emergency Medical Service.

Councilmember Fielder introduced a **MOTION** to adopt Resolution 2021-08: **MOTION** seconded by: Councilmember Slinkard. Council unanimously passed the **MOTION**.

Water and Sewer, Chair Slinkard: Chair Slinkard informed the Council of the results of the meeting with the Department of Ecology regarding the 100K "forgivable loan /grant" for conducting a value engineering study to confirm the city needs of our wastewater. Mayor Cook said the City is working on the Request for Qualification

(RFQ) with the Department of Ecology (DOE) to contract with a consultant for wastewater discharge. DOE is funding this study for the City of Palouse through a 100K forgivable loan.

Personnel, Chair Snyder: No Report

Streets, Properties, & Facilities, Chair Sievers: No Report

Budget, Finance, & Major Acquisitions, Chair Welcome: No Report

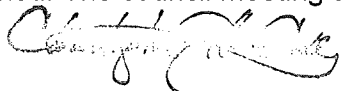
EXECUTIVE SESSION: No session was held.

MAYOR'S REPORT:

Mayor Cook reminded everyone again that the National Night Out is August 3, 2021. Mayor Cook also noted that Dan Gladwell would assume the responsibility of reviewing building plans, and Jacob Billington will continue to act as the onsite building inspector. Mayor asked CA Coughenour to send Dan Gladwill's draft contract to the City's attorney for review.

ALLOW PAYMENT OF BILLS: Councilmember Slinkard introduced a **MOTION** to allow the payment of bills listed on the check register; Councilmember Akin seconded the **MOTION**, **MOTION** unanimously passed.

ADJOURN: Councilmember Akin MOVED to adjourn; Councilmember Fielder seconded the **MOTION**. The **MOTION** was carried. The council meeting adjourned at 8:28 PM.



APPROVED: _____

ATTEST:  _____

City of Palouse

PO Box 248 • 120 E Main St
Palouse, WA 99161
509-878-1811 • Fax 509-878-1320
cityclerk@palouse.com

Aug 2, 2021

Casey Lunch
BST Surfacing Inc
Dba Tak Petroleum
(509) 994-8995

Casey, the City of Palouse, has awarded the 2021 Road Oiling project to BST Surfacing Inc. The bid amount approved was \$16,035.25. Please submit your insurance certificate to the city to proceed. Your point of contact for this project is Public Works Superintendent Mike Wolf at (509) 339-5161.

Sincerely,

Bradley D. Coughenour
City Administrator
(509) 878-1811

CC:
PW Supt Mike Wolf

June 28, 2021

2021 Road Oiling Bid Request

The City of Palouse is calling for bids for approximately 175,000 square feet of road oiling/dust control. Product bid will need to be for an emulsified asphalt.

Bids should include:

- product info and specs
- price per square foot
- any applicable tax.

Bids should be emailed to cityadmin@palouse.com no later than 3:00 pm, July 16, 2021.

Mike Wolf
Public Works Superintendent
509-339-5161
City of Palouse

Brad Coughenour

From: bstsurfacing <bstsurfacing@aol.com>
Sent: Thursday, July 15, 2021 3:19 PM
To: cityadmin@palouse.com
Subject: Re: City of Palouse Road Oiling Bid

Thank you for the opportunity to quote you on your project.

Treat approximately 175000 square feet of roadway with PEP emulsified asphalt as manufactured by Western States Asphalt located in Spokane WA

175000 square feet @ \$0.085	\$ 14875.00
7.8% sales Tax	\$ 1160.25
Total bid	\$ 16035.25

Casey Lynch
BST Surfacing Inc Db a Tak Petroleum
509 994 8995

Casey Lynch
BST Surfacing Inc Db a Tak Petroleum
509 994 8995

On Jun 28, 2021, at 2:48 PM, Brad Coughenour <cityadmin@palouse.com> wrote:

Attached is the City of Palouse's annual request for road oiling. Brad

Bradley D. Coughenour
City Administrator
Palouse, WA 99161
(509) 878-1811

<2021 Road Oiling.pdf>



ENVIRONMENTALLY FRIENDLY FOR A BETTER TOMORROW!

August 12, 2021

CITY OF PALOUSE
PALOUSE, WA 99161

RE: DUST ABATEMENT BID

To whom it may concern,

Thank you for giving Lyman Dust Control, Inc. the opportunity to submit a cost estimate for your 2021 dust abatement needs. In response to your specifications for dust abatement, please find the following information:

ASPHALT EUMULSION

175,000 SQ.FT @ \$0.18 SQ.FT
TOTAL \$ 31,500.00

**DELIVERED AND APPLIED
PLUS WA TAX**

Thank you again for giving Lyman Dust Control, Inc. the opportunity to bid on your 2021 dust abatement needs. Please feel free to telephone us at 800-952-6457 for any questions or additional information. Quotes are valid for a period of 30 days.

Sincerely,

Leroy Lyman

Leroy Lyman, Corp. Secretary
Lyman Dust Control, Inc.

Police report for July 13-27 2021:

7 calls for service in the last two weeks. I was gone July 17-24 but requested Whitcom call my cell prior to dispatching WCSO for any calls to eliminate or substantially lower fees associated with having WCSO deputy respond (\$180-\$200 per call as they charge a three hour call out response WCSO pay scale). This resulted in three call outs during the week at about \$82 per call (2 hour call out at Palouse PD pay scale).

Non injury two car collision on Mohr St involving the same subject who took out a neighbors garage door and vehicle two months ago. The subject is on Active DOC in Washington and probation in Idaho. I called both of his DOC Officers and advised them of his menacing activity in Palouse. I asked if causing collisions and receiving citations could be considered violating his conditions of his release. They advised they would look into it and determine a course of action with him. I also cited him for Negligent Driving 2nd Degree. The violator did have good insurance so both victims of his at fault collisions will or already have gotten their property fixed.

One adult male was trespassed from Palouse Family Grocery per their request.

Animal bite call where victim was bitten twice on calf and once on fingers. Victim had knocked on door of dog owner to ask a questions when dog broke away from owner. Contacted owners of dog and gave them copy of Palouse Dog Ordinance and explained their dog is now considered a "potentially dangerous dog" in the city with any further violations resulting in citation and removal of dog from city. Dog owners cooperative, apologetic and stated they understood future enforcement action if necessary.

Will be attending National Night out August 3rd 1800-2000 at the City Park.

Officer Anderson schedule for the interim/near future will be four 10 hour shifts with approximately 5-10 hours of OT authorized on remaining three days of the week. Anderson will work at least two weekends a month with day, power, and swing shifts to be included in an effort to have a uniformed officer/marked patrol vehicle cover as many hours of the day throughout the week. Officer Anderson is authorizing the release of his cell phone to ANY citizen for law enforcement purposes (questions, make a report, etc).

Public Works Superintendent Council Report

Date: July 24, 2021

This report was written July 24th as Mike is out of town for the week.

WATER:

Correction to the last city council minutes is that we pumped 8.5 million gallons and not *.5 gallons.

Chlorine supply is doing good with no threat of shortage.

Reading meters on Monday and Tuesday.

SEWER:

Need new limit switch for the rake. KME will be here midweek to work on it.

Investigated collapsed sewer line which end up not being on the city side but rather the home owners side.

STREETS:

Brad received road oiling bids.

Swept streets.

SHOP:

Water pump is being replaced on Evans pickup.

Need to replace John Deere Gator with another UTV with dump box as the gator is on its way out. The Gator is an important vehicle in our fleet of equipment.



AWC Employee Benefit Trust Employer Master Participation Agreement

awcnet.org

The AWC Employee Benefit Trust is a plan sponsor for health coverage through the following insurance carriers:

Medical	Dental	Vision	EAP	Life & LTD
Regence 1800 Ninth Ave Seattle, WA 98101	DELTA DENTAL Delta Dental of Washington 9706 Fourth Ave NE Seattle, WA 98115	VSP 3333 Quality Drive Rancho Cordova, CA 95670	COMPSTYCH NBC Tower 455 N. Cityfront Plaza Drive Chicago, IL 60611-5322	The Standard Standard Insurance Company 1100 SW 6th Ave Portland, OR 97204
ASURIS 528 E Spokane Falls Blvd, Suite 301 Spokane, WA 99202	KAISER PERMANENTE Kaiser Permanente 601 Union Street, Suite 3100 Seattle, WA 98101	Willamette Dental Group Willamette Dental of Washington, Inc. 6950 NE Campus Way Hillsboro, OR 97124		

Employer: City of Palouse Date form completed: 10/23/17

Initial Employer Master Participation Agreement Effective date: _____
 Change to existing Employer Master Participation Agreement The effective date of the change is: 1/1/18

The change to the existing Employer Master Participation Agreement is: New Insurance Elections

Form completed by: (name, title) Kyle Dixon, Clerk Treasurer

Total number of full-time employees eligible for ANY employer sponsored health coverage: 9

Total number of full-time employees:	Eligible	Enrolled
AWC sponsored medical plans	<u>9</u>	<u>7</u>
AWC sponsored dental plans	<u>9</u>	<u>7</u>
AWC sponsored vision plans	_____	_____

Total number of LEOFF I actives: Fire dept: _____ Police dept: 3

Total number of LEOFF I retirees: Fire dept: _____ Police dept: _____

Do you provide health coverage for your elected officials? Yes No

Total number of elected officials:	Eligible	Enrolled
AWC sponsored medical plans	_____	_____
AWC sponsored dental plans	_____	_____
AWC sponsored vision plans	_____	_____

Do you provide health coverage for your part-time employees? Yes No

If yes, provide your definition of minimum hours worked per week in order for part-time employees to be eligible for benefits. (Cannot be less than 20 hours/week.) _____

Total number of part-time employees:	Eligible	Enrolled
AWC sponsored medical plans	_____	_____
AWC sponsored dental plans	_____	_____
AWC sponsored vision plans	_____	_____

Eligibility criteria:

EMPLOYEES:

- 1. Employees are covered the first day of the month after date of hire. Yes No
- 2. Employees have a None probationary period and then are covered the first of the month following the date probationary period is completed. Waiting period and enrollment cannot be longer than 90 days. (Written employer policy must be submitted to AWC.)
- 3. If an employee's hire date is the first day or first working day of the month - is your policy to (check one):
 - A. Start the employee's insurance on the first of that month or
 - B. Start the employee's insurance on the first of the month *following date of hire*
- 4. Employee's insurance coverage terminates the first of the month following the date of termination/date of retirement.
 - Yes No

If no, please explain employer policy below. (Written employer policy must be submitted to AWC.)

DEPENDENTS:

- 1. Spouse/Domestic partners are eligible to be covered on the employer's plan. Yes No
- 2. Domestic partner health care coverage is required by state law. If you have a more generous domestic partner policy than required by Washington state law (RCW 48.44.900), attach the policy.

Joining the Trust:

- 1. Newly enrolling cities/groups commit to a minimum of three years participation in the Trust.

Plan additions OR plan changes:


- 1. Written notification of change and/or addition of plan(s) should be sent to the AWC Trust office 30-days prior to the change and/or addition. This will be accomplished by completing a new Master Participation Agreement.

Coverage termination:

- 1. Written notification of total city coverage termination must be sent to the AWC Trust office as outlined in the Trust Agreement.
- 2. Cities of any size terminating a group or line of coverage must notify the Trust a minimum of 60 days prior to termination in order to facilitate a smooth transition. Terminations are allowed the first of any month following the 60 day notification period.

Employers should refer to the Trust Agreement which governs the AWC Employee Benefit Trust and is the legal document that guides the Trust. It contains information and requirements on joining and participating in the Trust. A copy is provided upon joining the Trust and re-issued when the agreement is amended and restated.

I have provided these answers as part of the procedure required by the AWC Employee Benefit Trust to provide or change any AWC Trust-sponsored insurance coverage for our employees. I certify that all information completed on this form is true, correct, and complete. I understand that the AWC Trust will rely on each answer to ensure underwriting rule compliance. It is a crime to knowingly provide false, incomplete, or misleading information to the Board of Trustees for the purposes of defrauding the company. Penalties include imprisonment, fines, and denial of insurance benefits. In addition, the Board of Trustees will have the right to collect any claims payments or other damages.

Signed  Date 10/23/17 Title Clerk Treasurer

AWC EMPLOYER MASTER PARTICIPATION AGREEMENT

Plan offerings

Complete one sheet for each work group or bargaining unit (i.e. public works, police guild, finance, etc.) If all employees are on the same plans - write "all employees."

Name of work/bargaining unit All Employees # employees eligible 9

AWC plan offerings

Medical # enrolled

Regence 7
1800 Ninth Ave
Seattle, WA 98101

- Regence BlueShield
 - AWC HealthFirst® 250
 - AWC HealthFirst® 500
 - High Deductible Health Plan
 - Plan A - LEOFF I only
 - Medicare Advantage - LEOFF I retiree only

ASURIS
NORTHWEST HEALTH
528 E Spokane Falls Blvd, Suite 301
Spokane, WA 99202

- Asuris Northwest Health
 - AWC HealthFirst® 250
 - AWC HealthFirst® 500
 - High Deductible Health Plan
 - Plan A - LEOFF I only
 - Medicare Advantage - LEOFF I retiree only

KAISER PERMANENTE
601 Union Street, Suite 3100
Seattle, WA 98101

- Kaiser Permanente
 - \$200 deductible plan
 - \$500 deductible plan
 - High Deductible Health Plan
 - No copay - LEOFF I only
- Kaiser Foundation Health Plan of Washington Options, Inc.
 - Access PPO

Dental # enrolled

7

DELTA DENTAL

Delta Dental of Washington
9706 Fourth Ave NE
Seattle, WA 98115
Delta Dental of Washington
Basic (0177)

- Plan A
- Plan B
- Plan C
- Plan D
- Plan E
- Plan F
- Plan G
- Plan J

Orthodontia

- Option I
- Option II
- Option III
- Option IV
- Option V

Willamette

Dental Group
6950 NE Campus Way
Hillsboro, OR 97124

Willamette Dental of Washington, Inc.

- \$ 10 copay
- \$ 15 copay

Vision # enrolled

VSP
3333 Quality Drive
Rancho Cordova, CA 95670
Vision Service Plan

- No deductible (0001)
- \$10 deductible (0002)
- \$25 deductible (0005)
- Low option plan
- Second pair rider

Employee Assistance Program

enrolled _____

COMPSYCH
—The GuidanceResources Company—

NBC Tower
455 N. Cityfront Plaza Drive
Chicago, IL 60611-5322

ComPsych

- 1-3 sessions - Included when enrolled on any AWC Trust plan.
- 1-5 sessions
- 1-8 sessions

Include coverage for:

- Not covered by AWC Trust plan, describe:

Life # enrolled

The Standard
1100 SW 6th Ave
Portland, OR 97204
Standard Insurance Company

- Basic life
- Accidental Death & Dismemberment
- Dependent life
 - Plan option 1
 - Plan option 2
 - Plan option 3
 - Plan option 4

Employee additional life

Spouse additional life

Long-term Disability

enrolled _____

The Standard
1100 SW 6th Ave
Portland, OR 97204
Standard Insurance Company

- 90-day: 60% benefit
- 90-day: 67% benefit
- 180-day: 60% benefit
- 180-day: 67% benefit

Other (non-AWC) plan offerings

	Name of plan/sponsor	# employees eligible	# employees enrolled
Medical			
Dental			
Vision			
EAP			
Life			
LTD			

CHECK REGISTER

City Of Palouse

Time: 16:18:22 Date: 07/23/2021

07/14/2021 To: 07/31/2021

Page: 1

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
2369	07/25/2021	Claims	1	EFT	RV Park Reservation	170.00	Parker Cancellation
					001 - 362 40 00 00 - RV Park Space Rent	-157.35	
					001 - 386 00 00 00 - State Remits	-12.65	
2376	07/19/2021	Claims	1	EFT	RV Park Reservation	415.00	Holbrook Cancellation
					001 - 362 40 00 00 - RV Park Space Rent	-384.64	
					001 - 386 00 00 00 - State Remits	-30.36	
2377	07/20/2021	Claims	1	EFT	Misc Receipt	30.00	Hooper Swim Lesson Cancellation
					001 - 347 60 00 00 - Swimming Pool Lessons	-30.00	
2424	07/26/2021	Claims	1	EFT	WA State Dept. Of Revenue - Excise taxes	1,290.89	
					401 - 534 10 44 00 - Taxes & Operating Assessment	937.51	
					410 - 534 10 53 00 - WCI Excise Tax	4.24	
					404 - 535 10 44 00 - Tax & Operating Assessments	226.69	
					001 - 582 30 00 00 - Excise Tax	122.45	
2425	07/26/2021	Claims	1	EFT	WA State Dept. Of Revenue - Excise taxes	1,530.71	
					401 - 534 10 44 00 - Taxes & Operating Assessment	899.79	
					410 - 534 10 53 00 - WCI Excise Tax	0.97	
					404 - 535 10 44 00 - Tax & Operating Assessments	240.54	
					001 - 582 30 00 00 - Excise Tax	389.41	
2407	07/22/2021	Payroll	1	11738	Employment Security Dept Paid Family & Medical Leave	246.68	04/01/2021 To 06/30/2021 - PFMLA
					001 - 513 10 10 00 - Mayor Salary	1.89	
					001 - 514 20 10 00 - Administrative Salary	31.11	
					001 - 518 30 10 00 - Central Services Salaries	1.39	
					001 - 521 10 10 00 - Chief Of Police Salary	44.48	
					001 - 521 10 10 02 - Officer In Charge Salary	38.13	
					122 - 522 10 10 04 - Joint Board Salary-Fire	1.08	
					122 - 522 10 10 12 - EMS Salary-County	0.06	
					120 - 522 10 10 22 - EMS Salary-City	0.06	
					401 - 534 10 10 41 - Salary Water	41.34	
					404 - 535 10 10 44 - Salary Sewer	34.49	
					103 - 536 20 10 00 - Cemetery Salary	11.37	
					101 - 542 30 10 00 - Street Salary	10.87	
					102 - 542 30 10 02 - Arterial St Salary	2.25	
					101 - 542 66 10 00 - Snow & Ice Control Salary	1.46	
					001 - 554 90 10 00 - Salaries Compost	0.65	
					001 - 576 20 10 00 - Pool Salary	12.43	
					001 - 576 30 10 00 - RV Park-Salaries	3.03	
					001 - 576 80 10 00 - Parks Salary	10.59	
2426	07/26/2021	Claims	1	11739	Avista Utilities	6,787.48	#VA2021-07
					001 - 518 30 40 00 - City Hall/Libr. Utilities & Srvc	207.42	
					001 - 521 20 47 00 - Utilities	86.80	
					122 - 522 50 47 04 - Utilities-Fire	63.91	
					120 - 522 50 47 20 - Utilities-City	31.96	
					122 - 522 50 47 22 - Utilities-County	31.96	
					401 - 534 10 47 00 - Utilities Water	703.09	
					401 - 534 10 47 00 - Utilities Water	23.11	
					401 - 534 10 47 00 - Utilities Water	21.20	
					401 - 534 10 47 00 - Utilities Water	15.37	
					401 - 534 10 47 00 - Utilities Water	1,015.44	
					404 - 535 10 47 00 - Sewer Plant Utilities	22.27	
					404 - 535 10 47 00 - Sewer Plant Utilities	33.04	
					404 - 535 10 47 00 - Sewer Plant Utilities	30.52	
					404 - 535 10 47 00 - Sewer Plant Utilities	10.24	
					404 - 535 10 47 00 - Sewer Plant Utilities	1,219.76	
					103 - 536 50 48 00 - Maint & Repair Services	24.08	
					101 - 542 63 47 00 - Street Lights-Avista	138.38	
					101 - 542 63 47 00 - Street Lights-Avista	1,667.85	

CHECK REGISTER

City Of Palouse

Time: 16:18:22 Date: 07/23/2021

07/14/2021 To: 07/31/2021

Page: 2

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
			101 - 542 63 47 00		Street Lights-Avista	24.08	
			101 - 542 63 47 00		Street Lights-Avista	47.35	
			101 - 543 30 42 01		Reader Board Services	85.32	
			001 - 576 20 40 00		Pool Services	604.31	
			001 - 576 30 40 00		RV Park Services	398.20	
			001 - 576 80 40 00		Parks Services	60.81	
			001 - 576 80 40 00		Parks Services	173.52	
			001 - 576 80 40 00		Parks Services	24.07	
			001 - 576 80 40 00		Parks Services	23.42	
2427	07/26/2021	Claims	1	11740	Bob's Fire Equipment	282.43	
			001 - 518 30 40 00		City Hall/Libr. Utilities & Srvc	5.66	
			401 - 534 10 48 00		Maint & Repair Water Services	62.13	
			404 - 535 10 48 01		Collection Maint & Repair	56.49	
			103 - 536 50 48 00		Maint & Repair Services	46.60	
			101 - 543 30 41 00		Professional Services	36.72	
			001 - 554 90 40 00		Compost Services	2.82	
			001 - 576 20 40 00		Pool Services	22.59	
			001 - 576 30 40 00		RV Park Services	7.06	
			001 - 576 80 40 00		Parks Services	42.36	
2428	07/26/2021	Claims	1	11741	Busch Distributors Inc	1,424.99	#VA2021-07
			001 - 518 30 40 00		City Hall/Libr. Utilities & Srvc	7.21	
			001 - 521 70 32 00		Policing Fuel	321.15	
			122 - 522 20 32 04		Fuel-Fire	260.56	
			401 - 534 10 32 00		Fuel Water	79.19	
			404 - 535 10 32 00		Fuel Sewer	71.99	
			103 - 536 50 32 00		Fuel	59.39	
			103 - 536 50 32 00		Fuel	193.33	
			101 - 542 30 32 00		Rdway Maint. - Fuel	46.79	
			101 - 542 30 32 00		Rdway Maint. - Fuel	48.33	
			001 - 554 90 32 00		Fuel Compost	3.60	
			001 - 576 20 32 00		Pool Fuel	28.80	
			001 - 576 30 32 01		RV Park-Fuel	9.00	
			001 - 576 30 32 01		RV Park-Fuel	48.33	
			001 - 576 80 32 00		Parks Fuel	53.99	
			001 - 576 80 32 00		Parks Fuel	193.33	
2429	07/26/2021	Claims	1	11742	Cardmember Service	1,752.93	VA#2021-07
			001 - 514 20 41 00		Proff Svcs-Support & Bank Fe	59.90	
			001 - 514 20 42 00		Communications - Phone & Po	16.15	
			001 - 518 30 30 00		Office & Operating Supplies	80.34	
			120 - 522 10 31 20		Operating Supplies-City	51.73	
			120 - 522 10 31 20		Operating Supplies-City	29.04	
			120 - 522 10 31 20		Operating Supplies-City	17.62	
			122 - 522 10 31 22		Operating Supplies-County	51.73	
			122 - 522 10 31 22		Operating Supplies-County	29.04	
			122 - 522 10 31 22		Operating Supplies-County	17.62	
			122 - 522 20 35 04		Small Equipment-Fire	251.54	
			122 - 522 20 35 04		Small Equipment-Fire	104.65	
			122 - 522 20 35 04		Small Equipment-Fire	28.03	
			122 - 522 20 35 04		Small Equipment-Fire	124.62	
			120 - 522 20 48 20		Pagers-EMS City	13.61	
			122 - 522 20 48 22		Pagers-EMS County	13.61	
			103 - 536 50 31 00		Supplies & Materials	80.00	
			103 - 536 50 31 00		Supplies & Materials	16.14	
			103 - 536 50 31 00		Supplies & Materials	6.46	
			101 - 542 30 31 00		Rdway Maint. Supplies-Shop	1.62	
			101 - 542 30 31 00		Rdway Maint. Supplies-Shop	20.00	
			101 - 542 30 31 00		Rdway Maint. Supplies-Shop	4.04	
			001 - 576 20 30 00		Pool Supplies & Material	132.56	
			001 - 576 20 30 00		Pool Supplies & Material	56.85	
			001 - 576 20 30 00		Pool Supplies & Material	14.00	
			001 - 576 20 30 00		Pool Supplies & Material	5.38	

CHECK REGISTER

City Of Palouse

Time: 16:18:22 Date: 07/23/2021

07/14/2021 To: 07/31/2021

Page: 3

Trans Date	Type	Acct #	Chk #	Claimant	Amount	Memo
		001 - 576 20 30 00		- Pool Supplies & Material	189.05	
		001 - 576 20 30 00		- Pool Supplies & Material	140.56	
		001 - 576 30 30 00		- RV Park Supplies	1.61	
		001 - 576 30 30 00		- RV Park Supplies	20.00	
		001 - 576 30 30 00		- RV Park Supplies	4.04	
		001 - 576 80 30 00		- Parks Supplies	6.46	
		001 - 576 80 30 00		- Parks Supplies	80.00	
		001 - 576 80 30 00		- Parks Supplies	53.88	
		001 - 576 80 30 00		- Parks Supplies	16.14	
		122 - 594 22 62 04		- Building Maintenance-Fire	14.91	
2430	07/26/2021	Claims	1	11743 Chappel Auto, LLC		282.98 #VA2021-07
		122 - 522 60 48 04		- Maint & Repair-Fire	152.98	
		120 - 522 60 48 20		- Maint & Repair EMS-City	65.00	
		122 - 522 60 48 22		- Maint & Repair EMS-County	65.00	
2431	07/26/2021	Claims	1	11744 Empire Disposal Inc		199.18
		001 - 518 30 40 00		- City Hall/Libr. Utilities & Srvc	2.02	
		401 - 534 10 47 00		- Utilities Water	51.77	
		404 - 535 10 47 00		- Sewer Plant Utilities	49.78	
		103 - 536 50 48 00		- Maint & Repair Services	27.88	
		101 - 543 30 41 00		- Professional Services	39.82	
		001 - 554 90 40 00		- Compost Services	2.02	
		001 - 576 80 40 00		- Parks Services	25.89	
2432	07/26/2021	Claims	1	11745 FMI Equipment		204.58
		001 - 518 30 30 00		- Office & Operating Supplies	4.07	
		401 - 534 10 30 00		- Supplies, Materials, Parts	45.01	
		404 - 535 10 30 01		- Collections Supplies, Material,	40.92	
		103 - 536 50 31 00		- Supplies & Materials	33.76	
		101 - 542 90 31 00		- Street Veh & Eq Maintenance	26.60	
		001 - 554 90 30 00		- Operating Supplies Compost	2.05	
		001 - 576 20 30 00		- Pool Supplies & Material	16.37	
		001 - 576 30 30 00		- RV Park Supplies	5.11	
		001 - 576 80 31 00		- Parks Vehicle & Equipment M.	30.69	
2433	07/26/2021	Claims	1	11746 General Fire Apparatus		73.17 #VA2021-07
		122 - 522 20 35 04		- Small Equipment-Fire	73.17	
2434	07/26/2021	Claims	1	11747 Palouse Empire Pest Control		115.35
		122 - 522 60 48 04		- Maint & Repair-Fire	57.68	
		120 - 522 60 48 20		- Maint & Repair EMS-City	28.83	
		122 - 522 60 48 22		- Maint & Repair EMS-County	28.84	
2435	07/26/2021	Claims	1	11748 Palouse Family Foods		6.67
		401 - 534 10 30 00		- Supplies, Materials, Parts	6.67	
2436	07/26/2021	Claims	1	11749 Palouse River Counseling		161.18 2021 2% Liquor Taxes
		001 - 566 00 40 00		- Alcohol & Substance Abuse	161.18	
2437	07/26/2021	Claims	1	11750 Palouse River Counseling		309.53 2020 2% Liquor Taxes
		001 - 566 00 40 00		- Alcohol & Substance Abuse	309.53	
2438	07/26/2021	Claims	1	11751 Pool World		72.41
		001 - 576 20 30 00		- Pool Supplies & Material	72.41	
2439	07/26/2021	Claims	1	11752 Ricoh USA, Inc. - copies		19.33
		001 - 518 30 30 00		- Office & Operating Supplies	7.33	
		401 - 534 10 45 00		- Copier Lease Operating	6.77	
		404 - 535 10 45 00		- Copier Lease Operating	5.23	
2440	07/26/2021	Claims	1	11753 Staples Credit Plan		229.95
		001 - 576 20 30 00		- Pool Supplies & Material	68.90	
		001 - 576 80 30 00		- Parks Supplies	161.05	
2441	07/26/2021	Claims	1	11754 Ziplly Fiber		646.00 #VA2012-07; Summer Phone Service For The Pool

CHECK REGISTER

City Of Palouse

Time: 16:18:22 Date: 07/23/2021

07/14/2021 To: 07/31/2021

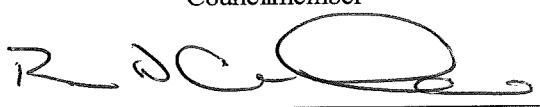
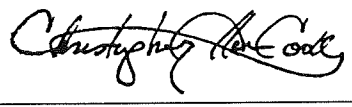
Page: 4

Trans Date	Type	Acct #	Chk #	Claimant	Amount	Memo
	001 - 514 20 42 00 -	Communications - Phone & Po			89.39	
	001 - 514 20 42 00 -	Communications - Phone & Po			1.76	
	001 - 521 20 42 00 -	PD Telephone & Postage, Com			102.26	
	122 - 522 50 42 04 -	Communications-Fire Departm			40.93	
	120 - 522 50 42 20 -	Communications-EMS City			20.47	
	122 - 522 50 42 22 -	Communications EMS-County			20.47	
	401 - 534 10 42 00 -	Communications-Phone, Posta			29.80	
	401 - 534 10 42 00 -	Communications-Phone, Posta			19.38	
	404 - 535 10 42 00 -	Communications-Phone, Posta			29.80	
	404 - 535 10 42 00 -	Communications-Phone, Posta			17.62	
	103 - 536 50 42 00 -	Cemetery Communications			14.53	
	101 - 543 30 42 00 -	Road And Street Communicati			11.45	
	001 - 554 90 40 00 -	Compost Services			0.87	
	001 - 576 20 42 00 -	Pool Communications			7.05	
	001 - 576 20 42 00 -	Pool Communications			224.81	
	001 - 576 30 42 00 -	RV Park Communications			2.20	
	001 - 576 80 42 00 -	Parks Communications			13.21	
	001 Current Expense				5,782.10	
	101 Street				2,210.68	
	102 Arterial Streets				2.25	
	103 Cemetery				513.54	
	120 Emergency Medical Services				258.32	
	122 Joint Board - Fire & EMS				1,432.39	
	401 Water Fund				3,957.57	
	404 Sewer Fund				2,089.38	
	410 Water Capital Improvement				5.21	
					Claims:	16,004.76
					16,251.44 Payroll:	246.68
	* Transaction Has Mixed Revenue And Expense Accounts					

WE, the members of the City Council of the City of Palouse Washington, DO HEREBY certify that the merchandise or services listed above have been received and that the above listed vouchers and the related checks have been reviewed and approved for payment by the City of Palouse City Council.

DATED this _____ day of _____ 20____.

ATTEST:

Councilmember	Councilmember
Councilmember	Councilmember
Councilmember	Councilmember
Councilmember	Councilmember
 Clerk-Treasurer	 Mayor

RESOLUTION NO. 2021-06

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PALOUSE setting a one-year excess property tax levy which will be used for street improvements and street oiling.

WHEREAS, the City Council of Palouse, after duly considering the city's budget and seeing a great need for providing street improvements and street oiling, has determined that this requires a special levy.

NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF PALOUSE, WASHINGTON, that the Whitman County Auditor is requested to place the following proposition on the November 2, 2021, General Election Ballot, to be voted upon by the voters of the City of Palouse:

**PALOUSE PROPOSITION NO. 1
EXCESS PROPERTY TAX LEVY**

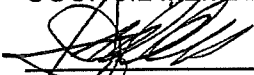
For the purpose of funding street improvements and street oiling, the City Council of the City of Palouse proposes, pursuant to RCW 84.52.052, to impose an excess property tax levy upon all taxable property within the City in the amount of \$50,000.00, an estimated \$0.7000 per \$1,000.00 of assessed value in the year 2021 for collection in 2022, as provided in Resolution 2021-06.

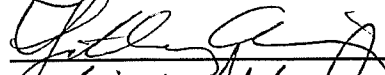
Should this proposition be approved?

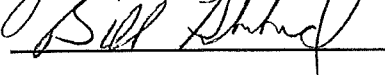
YES NO

PASSED BY THE CITY COUNCIL OF PALOUSE, WASHINGTON, this 27th day of July 2021.

COUNCIL MEMBERS:







APPROVED:



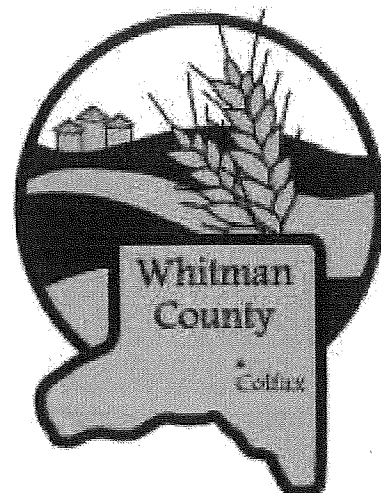
MAYOR

ATTEST:



CITY ADMINISTRATOR

***Sandy Jamison
Whitman County Auditor
Elections Department***



304 N. Main St., Colfax, WA 99111 P.O. Box 191 Colfax,
Wa 99111

509-397-5284 – Office

509-397-5281 – Fax

Email: lvp@whitmancounty.net

Ballot Title Contact Information

District: City of Palouse

Subject of Ballot Title: Proposition 1 Street Road Oiling

Date of Election: November 2, 2021

Contact Person: Bradley D. Coughenour, City Administrator

Phone: (509) 878-18811

Email: cityadmin@palouse.com

Additional Contact Person: Misty La Follett

Phone: (509) 878-1811

Email: deputyclerk@palouse.com

Below is for office use only

Received By:

Date Received:

“For” Statement Received:

“Against” Statement Received:

Waiver Form Received:

Date Received:

Scan and then email completed forms by the resolution submittal deadline.

RESOLUTION NO. 2021-07

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PALOUSE setting a one-year excess property tax levy which will be used for operation and maintenance of the swimming pool.

WHEREAS, the City Council of Palouse, after duly considering the city's budget and seeing a great need for maintaining its swimming pool and related services, has determined that this requires a special levy.

NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF PALOUSE, WASHINGTON, that the Whitman County Auditor is requested to place the following proposition on the November 2, 2021, General Election Ballot, to be voted upon by the voters of the City of Palouse:

**PALOUSE PROPOSITION NO. 2
EXCESS PROPERTY TAX LEVY**

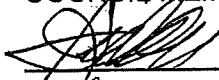
For the purpose of funding the operation and maintenance of the swimming pool, the City Council of the City of Palouse proposes, pursuant to RCW 84.52.052, to impose an excess property tax levy upon all taxable property within the City in the amount of \$44,000.00, an estimated \$0.6200 per \$1,000.00 of assessed value in the year 2021 for collection in 2022, as provided in Resolution 2021-07.

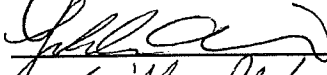
Should this proposition be approved?

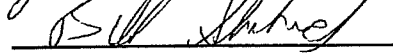
YES () NO ()

PASSED BY THE CITY COUNCIL OF PALOUSE, WASHINGTON, this 27th day of July 2021.

COUNCIL MEMBERS:







APPROVED:



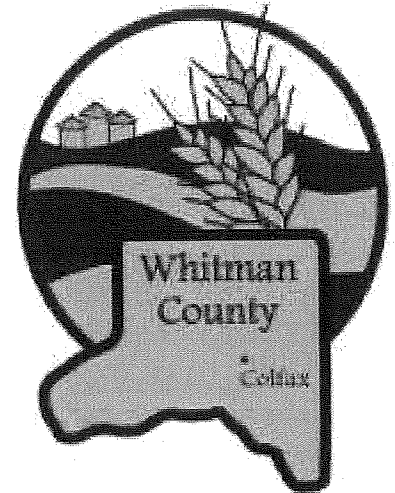
MAYOR

ATTEST:



CITY ADMINISTRATOR

Sandy Jamison
Whitman County Auditor
Elections Department



304 N. Main St., Colfax, WA 99111 P.O. Box 191 Colfax,
Wa 99111

509-397-5284 – Office

509-397-5281 – Fax

Email: lvp@whitmancounty.net

Ballot Title Contact Information

District: City of Palouse

Subject of Ballot Title: Proposition 2 Swimming Pool

Date of Election: November 2, 2021

Contact Person: Bradley D. Coughenour, City Administrator

Phone: (509) 878-18811

Email: cityadmin@palouse.com

Additional Contact Person: Misty La Follett

Phone: (509) 878-1811

Email: deputyclerk@palouse.com

Below is for office use only

Received By:

Date Received:

“For” Statement Received:

“Against” Statement Received:

Waiver Form Received:

Date Received:

Scan and then email completed forms by the resolution submittal deadline.

“For”/”Against” Committee Member Appointment Form

For/Against Committee Member Appointment Form

Name of District: City of Palouse
District Contact Name: Bradley D. Coughenour, City Administrator
Email Address: cityadmin@palouse.com Phone: (509) 878-1811

Jurisdiction’s responsibility:

1. Scan and then email completed form to lvp@whitmancounty.net by the resolution submittal deadline.
2. Provide committee members with statement submission requirements and deadlines. Committees are solely responsible for submitting voters’ pamphlet statements to the Elections Office.

Information for inclusion in voters’ pamphlet:

“For” Committee (1-3 members):

Committee Name: No Members Proposition 1 Speical Street Road Oiling
Phone: N/A Email: _____ Web: _____
Committee Member #1: N/A Email: _____
Committee Member #2: N/A Email: _____
Committee Member #3: N/A Email: _____

“Against” Committee (1-3 members):

Committee Name: : No Members
Phone: N/A Email: _____ Web: _____
Committee Member #1: _____ Email: _____
Committee Member #2: _____ Email: _____
Committee Member #3: _____ Email: _____

“For”/”Against” Committee Member Appointment Form

For/Against Committee Member Appointment Form

Name of District: City of Palouse
District Contact Name: Bradley D. Coughenour, City Administrator
Email Address: cityadmin@palouse.com Phone: (509) 878-1811

Jurisdiction’s responsibility:

1. Scan and then email completed form to lvp@whitmancounty.net by the resolution submittal deadline.
2. Provide committee members with statement submission requirements and deadlines. Committees are solely responsible for submitting voters’ pamphlet statements to the Elections Office.

Information for inclusion in voters’ pamphlet:

“For” Committee (1-3 members):

Committee Name: Proposition 2 Swimming Pool
Phone: (509) 263-6952 Email: lattebeanx2@yahoo.com Web: _____
Committee Member #1: N/A Email: _____
Committee Member #2: N/A Email: _____
Committee Member #3: N/A Email: _____

“Against” Committee (1-3 members):

Committee Name: : No Members
Phone: N/A Email: _____ Web: _____
Committee Member #1: _____ Email: _____
Committee Member #2: _____ Email: _____
Committee Member #3: _____ Email: _____

RESOLUTION NO. 2021-08

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PALOUSE, WASHINGTON authorizing Palouse EMS Coordinator Annie Pillers to forego the competitive bidding process to purchase required Automated External Defibrillator (AED) for the Palouse Emergency Medical Service.

WHEREAS, RCW 39.04.280(1)(a) allows agencies to waive competitive bidding if a purchase is clearly and legitimately limited to a single supplier, and;


WHEREAS, the City Council of the City of Palouse recognizes that the Palouse Emergency Medical Service has performed an objective review of the AED to be purchased and can clearly justify why only one source exists, and;

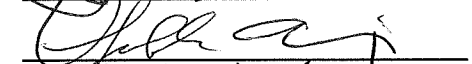
WHEREAS, the City of Palouse has appropriated a maximum of \$33,292.32 to cover the full purchase price for AED.

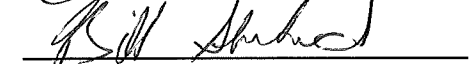
BE IT HEREBY RESOLVED THAT THE CITY COUNCIL FOR THE CITY OF PALOUSE, WASHINGTON does hereby authorize EMS Coordinator Annie Pillers to waive the competitive bidding process, pursuant to RCW 39.04.280(1)(a), and proceed with the purchase of the AED for the Palouse Emergency Medical Service.

PASSED BY THE CITY COUNCIL OF THE CITY OF PALOUSE, WASHINGTON, this 27th day of July 2021

COUNCIL MEMBERS:







APPROVED:



MAYOR

ATTEST:



CITY ADMINISTRATOR