

City of Palouse
COUNCIL MEETING MINUTES

Tuesday, October 10, 2023

Note to persons reviewing this document: This is not a verbatim transcript. While an attempt has been made to document pertinent points, these minutes contain only a summary of the discussion and voting.

CALL TO ORDER: Mayor Sievers called the meeting to order at 7:00 p.m., Councilmembers* present at the meeting were Sarah Bofenkamp, Bill Slinkard, Leslie Jo Sena, Sam Brink, Robert Brooks, and Ann Barrington. Also in attendance were Rick Reams, Val Fisher, Barb Hodson, Angie Griner, Dana Anderson, Cheryl Sanders, and Cheryl Johnson.

*In the following paragraphs, Councilmember(s) will be abbreviated as: "C."

I. ROLL CALL: Acting DC Gaber took attendance; C. Travis Deerkop was absent. C. Brink introduced a **MOTION** to excuse C. Deerkop's absence from the meeting; the **MOTION** was seconded by C. Sena. All council members approved, and the **MOTION** passed.

City staff present: City Administrator (CA) Misty La Follett, Police Officer Joel Anderson, and Acting Deputy Clerk (DC) Jamie Gaber. City staff absent: Public Works (PW) Superintendent (Supt) Mike Wolf.

II. APPROVAL OF MINUTES:

C. Sena introduced a **MOTION** to approve the minutes from the regular council meeting on September 26, 2023; the **MOTION** was seconded by C. Brooks All council members approved, and the **MOTION** passed.

III. PUBLIC WORKS REPORT: Supt Mike Wolf submitted a written report for the Council.

Discussion occurred:

A. Regarding the tree on the corner of Main St and Bridge St

1. Tree has been pruned back to allow visual of stop sign and flashing stop light
2. Checking with WSDOT if we can paint STOP on the ground in front of the intersection
3. A STOP sign with blinking lights around it was suggested
4. C. Brink recommends removing the entire tree
5. A sign stating traffic does NOT stop on Bridge Street at the same intersection was suggested

B. South River potholes, after the bridge, need to be filled before winter, the use of a cold patch is suggested

IV. POLICE REPORT: Officer Anderson presented his report to the Council.

A. 18 calls for service since the last Council Meeting.

1. five of those calls related to city ordinance violations.
2. 25 Traffic Stops; one criminal citation
3. two call-outs

V. CITY ADMINISTRATOR / DEPUTY CLERK REPORT: CA La Follett reported:

A. CITY WEBSITE:

1. Chamber is waiting for our website to be up to launch their newly completed website.
2. First Step can build our site, middle of the cost scale of companies researched
3. City has ARPA funds allocated for a website

C. Sena introduced a **MOTION** to approve accepting the First Step proposal; the **MOTION** was seconded by C. Barrington. C. Bofenkamp voted Nay, all other Council members approved, and the **MOTION** passed.

B. WATER CONFIDENCE REPORT: Link sent out on water bill, all info on website

VI. OLD BUSINESS: None

VII. NEW BUSINESS:

A. OPEN BIDS FOR FIRE TRUCK:

1. Joint Fire Department asking to approve bid
 - a). City's portion of \$24,000 currently have \$80,000 in reserve fund
 - b). Fire Department needs two trucks,
 - c). Many regional communities committed to assisting each other
 - d). Allows dept to assist in regional communities and still have a fire truck in town

C. Brooks introduced a **MOTION** to approve the \$24,000 portion of the fire truck bid; the **MOTION** was seconded by C. Barrington. All council members approved, and the **MOTION** passed.

B. VARELA: Motion from September 26, 2023 council meeting will replace a resolution regarding Varela proceeding with funding applications.

C. IPG GRANT RESOLUTION 2023-23: ST. ELMOS FEASIBILITY STUDY

1. \$200,000 grant awarded, no matching funds
 - a) 50% of funds for environmental issues
 - b) 50% of funds for planning ect.

C. Sena introduced a **MOTION** to authorize the Mayor to execute the Intergrated Planning Grant for the St. Elmos building. the **MOTION** was seconded by C. Barrington. All Council members approved, and the **MOTION** passed.

D. ORDINANCE NO. 1022: No U turn signs via WSDOT, will send current municipal code, tabling until next meeting

E. CERB RFP COMMITTEE:

1. Interviewed three engineering consultants and recommended: Haley & Aldrich

C. Sena introduced a **MOTION** to authorize engineering firm Haley & Aldrich to fulfill the St. Elmos Feasibility study; the **MOTION** was seconded by C. Barrington. There were two abstentions from C. Brink and C. Brooks, all other Council members approved, and the **MOTION** passed.

2. CERB \$50,00 grant; \$12,500 matching funds required
 - a) \$950.00 funds raised locally by SWALE and FRIENDS OF ST. ELMOS
 - b) \$2,500 funds donated locally
 - c) \$5,000 funds donated by Avista
 - d) ** All are welcome to donate at City Hall or through purchases at SWALE, ongoing**

VIII. OPEN FORUM:

Barb Hodson: Stated the tree blocking the stop sign and signal at Main St. and Bridge St. needs to be addressed again, thinks pruning job wasn't enough. Also, suggested communicating with Palouse residents in an additional way while maintaining current email communications

Angie Griner: Asked if new website could have residents accounts' accessible for online bill pay. Posed question from another person ...why does area being restricted from U turns have a crosswalk? Also, suggested gas station could use a crosswalk.

Dana Anderson: Asked about the progress on the Verizon tower. Also, inquired if fire truck discussed above will be in service upon arrival.

Cheryl Sanders: Agreed with the PTF recommendation.

Cheryl Johnson: Opposed non-administrative oversight on police department, duties fall on mayor and councilmembers. Also, suggested hiring a half time officer. Opposed to pursuing renovation of St. Elmos, due to city not currently owning it.

Val Fisher: Supports local police department. Opposes non-administrative oversight of police department, due to expense.

Rick Reams: Supports PTF recommendation of maintaining local police department.

IX. COMMITTEES:

Policy and Administration - Chair Barrington:

No report

Budget, Finance, & Major Acquisitions - Chair Bofenkamp:

Good start on budget, will meet again later this week.

Streets, Properties, & Facilities - Chair Deerkop:

No report.

Personnel - Chair Brink:

No report

Water and Sewer - Chair Slinkard:

Meeting with Ecology to be scheduled for October 16.

Joint Fire Board - Chair Sena:

No report. Thank you for the truck!

X. MAYORS REPORT: Thanked everyone for graciously handling business in his absence.

- A. Verala
- B. CERB; met with two of the engineering firms
- C. IPG Grant- speaking at Port of Whitman about the Brownsfield project

XI. ALLOW PAYMENT OF BILLS: C. Sena introduced a **MOTION** to allow the payment of bills; the **MOTION** was seconded by C. Bofenkamp. All council members approved, and the **MOTION** was passed. The following checks were approved for payment:

Claims paid	Ck# 13448-13470	\$23,059.16
Payroll paid	Ck# 13435-13447	\$41,903.68

XII. ADJOURN: C. Sena introduced a **MOTION** to adjourn; the **MOTION** was seconded by C. Bofenkamp. All council members approved, and the **MOTION** was passed.

The council meeting Adjourned at 8:01 pm

APPROVED: _____

ATTEST: _____

DATE: _____