

## **PALOUSE CITY COUNCIL AGENDA**

Regular Council Meeting  
October 26, 2021 @ 7:00 pm  
Palouse Community Center

**CALL TO ORDER:** Mayor Sievers called the Council Meeting to order at 7:01 PM.

### **ROLL CALL:**

Deputy Clerk Misty La Follett took Roll Call.

Council members present Mary Welcome, Bill Slinkard, John Snyder, Jim Fielder, Libby Akin, and Katie Cooper.

City staff present: Deputy Clerk (DC) Misty La Follett, Public Works (PW) Supt. Mike Wolf, and Police Officer Joel Anderson.

### **APPROVAL OF MINUTES:**

Councilmember Cooper introduced a **MOTION** to approve the minutes from the regular council meeting on October 12, 2021; **MOTION** was seconded by: Councilmember Fielder. All other councilmembers present approved, and the **MOTION** passed.

### **OPEN FORUM:**

No citizens present addressed Council.

### **PUBLIC WORKS REPORT:**

Supt. Wolf provided Council with his written report.

Councilmember Slinkard asked for more details on the road grader repairs.

Supt. Wolf stated that Legacy Paving repaired the asphalt on Main Street, and he was pleased with how it turned out and thought the cost to repair the road was fair.

The City's 1-ton pick-up, the primary vehicle used for plowing snow, was picked up from Moscow Transmission. They did not find anything significantly wrong with the transmission and said to keep driving it.

Supt. Wolf took the City's Dodge Service pick-up to Moscow Electrical for repair, which ended up being a blown fuse.

The Public Works department will be working on winterizing the swimming pool and the bathrooms at the park.

Councilmember Slinkard asked what the problem was with the 1-ton, and Supt. Wolf stated that the transmission hesitates when you shift into park, and the cost of a new transmission was between 5-6K.

Councilmember Welcome asked about the status of the micro-trenching, Supt. Wolf stated that Inland Fiber Networks had switched to installs and has not completed this project. Supt. Wolf further informed Council that he did not have time to supervise them as he was assuming some of the responsibilities of the City Administrator.

Councilmember Welcome also asked about the Cove Road sidewalk project and Supt. Wolf stated that he would update Council on that project under the City Administrator's report.

Councilmember Cooper asked for an explanation of the email for Connie Rivera, and Supt. Wolf again stated that he would explain the email to Council under the City Administrator's report.

\*PW report attached to the minutes.

### **POLICE REPORT:**

Officer Anderson presented his report to the Council. There were nine calls for service and one call-out from September 28 - October 12, 2021. From October 13 – October 25, 2021, there were 20 calls for service and six call-outs.

On October 12, 2021, Officer Anderson received a call-out regarding an item purchased out of Oregon that was possibly stolen. Officer Anderson ran the VIN, and it did not return as stolen within the US. He also contacted the Corbett Oregon Police Department; it was determined the item had not been stolen.

On October 14, 2021, there was a report of an explosion. Emergency Services made the determination that this was not an emergency, and it was recommended that the resident get a home inspection.

There was a call from a property manager on October 18, 2021, regarding damage done to his property by a resident. Upon further investigation, this case turned into an animal cruelty case, which was forwarded to the prosecutor's office for further action.

On October 21, 2021, Officer Anderson spoke with the Seniors at GarPal High School during the Law and Government class.

There was a death investigation on October 24, 2021, of a terminally ill cancer patient. Officer Anderson documented the scene with the Coroner, Annie Pillers. Officer Anderson complimented Ms. Pillers on the empathy and compassion she shows to the loved ones of the deceased; she makes his job a lot easier.

Mayer Sievers thanked Officer Anderson for his community engagement.

Councilmember Fielder asked for confirmation that there was no explosion or explosives as reported on the Spillman Report and Officer Anderson confirmed.

Councilmember Snyder asked if Officer Anderson follows up with the residents that call him with a complaint or an issue. He stated that he does follow up and let the resident know what actions were taken.

\*Report attached to the minutes.

### **CITY ADMINISTRATOR/DEPUTY CLERK REPORT:**

Supt. Wolf informed the Council that the Cove Road Sidewalk project is progressing well. The most significant issue with the project has been traffic control. Supt. Wolf has placed detour signs to help with traffic control.

The project used more gravel and dirt than expected. The estimate from the engineer was 120 tons of gravel would be required, and they have used 210 tons to date and will need more. White Diamond Concrete was supposed to start the asphalt, but they encountered a delay due to issues with the base. Supt. Wolf will follow up with White Diamond to determine when they expect to asphalt the sidewalk.

Councilmember Welcome was concerned with the safety issue on the project with traffic control, and no one on sight was wearing any high visibility gear.

Supt. Wolf stated that when the engineering firm estimated the project, traffic control was not seen as a significant issue and was not included.

Councilmember Cooper asked who was responsible for the underestimations of the materials and Supt. Wolf stated that White Diamond did not install the blocks to specs and that correction used more dirt than anticipated.

Councilmember Fielder asked who was financially responsible for the additional rock. Supt. Wolf stated that 120 tons were included in the contract, but White Diamond Concrete has asked Supt. Wolf to bill them for all the gravel and delivery.

Supt. Wolf reported to Council that the Public Works Board (PWB) was where the City would get the million-dollar loan for the water system upgrade. Supt. Wolf has been in contact with Connie Rivera at the PWB and Michelle Bly with TDH regarding this loan. Supt. Wolf asked former Mayor Michael Echanove to speak on this matter. Mr. Echanove provided a summary of the project development through his term in office.

Supt. Wolf sent several emails to Connie Rivera and Michelle Bly over the weekend, and he has a meeting with Ms. Bly on Thursday at 10:00 if any Council members would like to attend the meeting. Supt. Wolf will update the Council via email after this meeting.

Supt. Wolf stated that a payment was due to White Diamond Concrete by the end of the week, and he and Mr. Daud will be meeting to get this payment processed.

Supt. Wolf also has been in contact with Daniel Cowger from VARELA regarding the sewer plant upgrade, and he hopes to have more information for the Council at the next City Council Meeting.

Supt. Wolf stated that he would have Michelle Bly attend the next City Council meeting to brief the Council on loan/grant for the Water System upgrade.

#### **OLD BUSINESS:**

No old business.

#### **NEW BUSINESS:**

Mayor informed the Council that they need to appoint a new Mayor Pro Tempore to conduct City business when the Mayor cannot.

Councilmember Cooper briefed the Council on the term of the Mayor Pro Tempore. She stated that the Mayor Pro Tempore would serve until the end of the year, and when the new Council is elected, they would again elect a Mayor Pro Tempore.

Mayor Sievers spoke with Councilmember Slinkard, and since he is the only Councilmember that is not up for reelection, his appointment to Mayor Pro Tempore would make the most sense. In the conversation, Mayor Sievers stated that Councilmember Slinkard is willing to accept this appointment.

Councilmember Akin introduced a **MOTION** to approve the appointment of Councilmember Slinkard as Mayor Pro Tempore; **MOTION** was seconded by: Councilmember Cooper. All other Councilmembers present approved, and the **MOTION** passed.

#### **COMMITTEE REPORTS:**

Budget, Finance, & Major Acquisitions, Chair Welcome: No Report. Councilmember Akin asked for an update on the budget hearing time. Chair Welcome stated that there would be a preliminary budget meeting at the next City Council Meeting.

Streets, Properties, & Facilities, No Chair at this time: No report.

Personnel, Chair Snyder: Chair Snyder stated that both candidates who applied for the CA position withdrew their names from consideration, but they will interview another qualified candidate as soon as possible.

Water and Sewer, Chair Slinkard: Chair Slinkard reported that the City has been meeting with the Dept. of Ecology regarding the Value Engineering Proposals for the review of proposed upgrades to the sewer plant. Additional screening of the candidates is required, but the selected candidate will look to identify potential cost savings in the project to make it more affordable for the city.

Policy & Administration, Chair Cooper: Chair Cooper will contact DC La Follett to get the notices for the upcoming budget hearings published.

Joint Fire Board, Chair Fielder: Chair Fielder reported for September that there were two Fire meetings and a meeting to discuss the Moscow Mt. fire. There were five fire calls and one mutual aid call. These calls included a plane crash, a car crash, and a fire.

There were 15 EMS calls, eight of which were for the City, and seven non-residents served. EMS conducted two trainings, and Lifelight was called out twice.

**EXECUTIVE SESSION:** Mayor Sievers called for an Executive Session at 7:49 PM. When the council meeting resumed at 8:07 PM, Mayor Sievers reported that the city would seek an individual on a contract basis to assist with city administrator responsibilities until a new CA is hired.

**MAYOR'S REPORT:** Mayor Sievers reported that a Liquor License renewal for the Bank Left Gallery had been received. He asked Officer Anderson if there were any issues with this renewal, and Officer Anderson Stated that there were no issues. Council had no objections, and the license will be renewed.

Mayor Sievers asked Councilmember Akin for an update on the Youth Advisory Board (YAB). The YAB had a meeting today where the structure of the board was discussed, and they have been studying Robert's Rules of Order. The YAB will have its first report to Council at the next meeting.

Mayor Sievers is excited to see the youth excited and engaged in the process.

Councilmember Cooper asked DC La Follett about the email that council received from the Department of Retirement, and DC La Follett stated that she would work with the contract person and get the requested documents to them as quickly as possible.

### **ALLOW PAYMENT OF BILLS:**

Councilmember Welcome asked about the American Rescue Plan Act payment on the credit card statement; DC La Follett explained that was the last of the payments for the radios and supplies for the JFB.

Councilmember Welcome introduced a **MOTION** to allow the payment of bills. Councilmember Fielder seconded the **MOTION**; **MOTION** unanimously passed.

**ADJOURN:** Councilmember Cooper MOVED to adjourn; Councilmember Akin seconded the **MOTION**. The **MOTION** passed. The council meeting adjourned at 8:13 PM.

APPROVED: \_\_\_\_\_ ATTEST: \_\_\_\_\_