

City of Palouse
COUNCIL MEETING MINUTES
Tuesday, November 14, 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 Bill Slinkard, Leslie Jo Sena, Sam Brink, Travis Deerkop, Robert Brooks, and Ann Barrington. Also in attendance were Barb Hodson, Angie Griner, and Cheryl Sanders.

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

I. ROLL CALL: DC Gaber took attendance; C. Bofenkamp was absent.

C. Sena introduced a **MOTION** to excuse C. Bofenkamp’s absence from the meeting; the **MOTION** was seconded by C. Brooks. All council members approved, and the **MOTION** passed.

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

PRELIMINARY BUDGET HEARING: REVENUE SOURCES

CA La Follett Reported: 2024 preliminary budget starts with approved budget of 2023.

1. Last year General Fund was separated into sub-funds for clarity
 - a. Pool
 - b. Police
 - c. Park
 - d. RV
2. Sales and Use tax revenue up approximately \$40,000 year to date
3. Five funds have been updated
4. Budget Hearing closed at 7:08pm

II. APPROVAL OF MINUTES:

C. Barrington introduced a **MOTION** to approve the minutes from the regular council meeting on October 24, 2023; the **MOTION** was seconded by C. Slinkard. All council members approved, and the **MOTION** passed.

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

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

- A. 20 calls for service since the last Council Meeting.
 1. Seven of those calls related to city ordinance violations.
 2. Two traffic infractions; one ordinance infraction

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

A. CITY WEBSITE:

1. Federal government has approved the URL of palousewa.gov for our use
2. First Step is now building our website

B. CITY EMPLOYEE INSURANCE:

1. Employees interested in AFLAC insurance
2. No cost to city

C. Slinkard introduced a **MOTION** to approve city employees to opt into AFLAC insurance policies; the **MOTION** was seconded by C. Sena. All Council members approved, and the **MOTION** passed.

C. ST. ELMO: INFORMATION MEETING

1. Thursday Nov. 16th at the Community Center 6:30pm
2. Haley&Aldrich Engineering Firm
3. Dept. of Ecology

D. SHADY LANE: CUT TREES VIA AVISTA

1. Charity will split and deliver firewood to needy citizens

VI. OLD BUSINESS:

A. Resolution 2023-25, purchase of 1994 Fire Truck

C. Sena introduced a **MOTION** to approve Resolution 2023-25; the **MOTION** was seconded by C. Deerkop. All council members approved, and the **MOTION** passed.

VII. NEW BUSINESS:

A. ORDINANCE No. 1023: Adopting the property tax increase for collection in 2024, an increase of 1%.

Brooks introduced a **MOTION** to approve Ordinance No. 1023; the **MOTION** was seconded by C. Barrington. All council members approved, and the **MOTION** passed.

B. ORDINANCE No. 1024: Adopting the property tax increase for Emergency Medical Services for collection in 2024.

Slinkard introduced a **MOTION** to approve Ordinance No. 1024; the **MOTION** was seconded by C. Sena. All Council members approved, and the **MOTION** passed.

C. ORDINANCE No. 1025: Setting the regular and special levy amounts for the Budget Year 2024

- | | |
|--------------------------------|--------------|
| a) Special Street Levy | \$ 50,000.00 |
| b) Special Pool Levy | \$ 50,000.00 |
| c) Special Infrastructure Levy | \$ 55,000.00 |

d)	Voted Regular EMS Levy	\$ 32,179.72
e)	General Levy	\$204,591.82
f)	Total amount to be raised by taxation	\$391,771.54

C. Barrington introduced a **MOTION** to approve Ordinance No. 1025; the **MOTION** was seconded by C. Brink. All Council members approved, and the **MOTION** passed.

VIII. COMMITTEES:

Policy and Administration - Chair Barrington:

Introduced discussion regarding council rules of procedure, will continue next council meeting.

Budget, Finance, & Major Acquisitions - Chair Bofenkamp:

No report.

Streets, Properties, & Facilities - Chair Deerkop:

No report.

Personnel - Chair Brink:

No report

Water and Sewer - Chair Slinkard:

Meeting with Ecology is scheduled for Nov. 27th

Joint Fire Board - Chair Sena:

No report.

IX. OPEN FORUM:

Barb Hudson: Asked why STOP letters had not been applied to ground at the Main and Bridge St. intersection. Also, asked about child riding in cop car

Cheryl Sanders: Asked about recording council meetings. Would like minutes to be made public earlier.

Angie Griner: Videos could be made of council meetings then put on new website. Please take hard copies of the minutes to senior lunches at the community center.

X. MAYORS REPORT:

A. Varela

1. Working with firm to draft letter concerning temp reduction requirements/deadline
2. Addressed four different points in the RCW's

B. Infrastructure Conference in Wenatchee

C. Spoke at Port of Whitman about the Brownfields project

D. Planning Commission Appointments

1. Bob Barry | Seat 7 | Term expires - 12/31/24
2. Amy Whitcomb | Seat 1 | Term expires - 12/31/25
3. Anthony Walls | Seat 3 | Term expires - 12/31/26

E. Deputy Clerk Appointment

1. The Mayor appointed Jamie Gaber to the position of Deputy Clerk and asked for the consent of the Council.
 - a) C. Brink introduced a **MOTION** to consent to the appointment of Jamie Gaber to the position of Deputy Clerk; the **MOTION** was seconded by C. Slinkard. All Council members approved and the **MOTION** passed.
2. The Mayor administered the oath of office to the Deputy Clerk.

XI. ALLOW PAYMENT OF BILLS:

C. Slinkard introduced a **MOTION** to allow the payment of bills; the **MOTION** was seconded by C. Sena. All council members approved, and the **MOTION** was passed.

The following checks were approved for payment:

Claims paid:	Ck# 13494, 13498-13554	\$57,059.95
Payroll paid:	Ck# 13485-13493, 13495-13497	\$36,901.47
Total:		\$ 93,961.42

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

The council meeting Adjourned at 8:03 pm

APPROVED: _____

ATTEST: _____

DATE: _____