

PALOUSE CITY COUNCIL
Public Hearing – 2023 Final Budget Hearing
Followed by Regular Council Meeting
December 27, 2022, @ 7:00 PM
PALOUSE CITY HALL | 120 E Main St.

CALL TO ORDER:

Mayor Tim Sievers called the Final Budget Hearing to order at 7:01 pm.

ROLL CALL:

Deputy Clerk Kelsey Blair took Roll Call.

Council members present: Sarah Bofenkamp, Bill Slinkard, Leslie Sena, Travis Deerkop, Robert Brooks, and Ann Barrington

Council members absent: Sam Brink

Councilmember Barrington **MOVED** to excuse Councilmember Brink. Councilmember Brooks seconded. All council members approved, and the **MOTION** passed.

City staff present: City Administrator (CA) Misty LaFollett, Public Works (PW) Supt. Mike Wolf, Police Officer Joel Anderson and Deputy Clerk Kelsey Blair

2023 BUDGET HEARING:

City Administrator LaFollett and Chair Bofenkamp reported that the 2023 budget is done. It was reported that the budget, as it is, does reflect a one-person police department and does not reflect salary adjustments for any city employees. It was suggested to have the council discuss salary adjustments in January and budget amendments can made if necessary. The budget does reflect the planned water rate increases even though the ordinance is still being reviewed by the lawyer. The EMS and Joint Fire Board budget is done and is within specs. There were no questions from the public or the council. Budget hearing closed at 7:16 pm.

CALL TO ORDER:

Mayor Tim Sievers called the regular Council Meeting to order at 7:16 pm.

APPROVAL OF MINUTES:

Councilmember Bofenkamp introduced a **MOTION** to approve the minutes from the council meeting and 2nd preliminary budget hearing on December 13, 2022; the **MOTION** was seconded by Councilmember Sena. All council members approved, and the **MOTION** passed.

PUBLIC WORKS REPORT:

Superintendent Wolf presented his report to the Council.

- Last water service line break on Church Street due to age of the galvanized pipes.
- There have been multiple frozen pipes due to the cold freezing weather. The community center, fire station and police department all had frozen pipes.
- At the sewer plant the rake and the sampler froze.
- Lots of plowing. Mike and Walt plowed and sanded for 8 hours each on Christmas eve. In the last 2 weeks, all three of them have spent lots of time removing snow piles from main street and the school.
- The backhoe had a flat tire and had to have Commercial Tire come repair it.
- Public Works is preparing to clean up wind damage and debris due to the 50-60 mph winds that are expected.

- Council asked if we have deicer to put on the roads...Mike said we don't use or buy any salt or deicer at this time.
- Council asked if we have sand bags in the event of a flood...Mike said that we do have over 700 empty bags and we do have sand. This is available to the public in the event of a flood.

*PW report attached to minutes.

POLICE REPORT:

Officer Anderson presented his report to the Council.

- 13 calls for service and 2 call outs.
- There was a report of a porch pirate incident, where a package was delivered and then stolen from a porch. There is no security video or witness information. There's no suspects.
- On the 12th there was a report of SOS morse code lights off in the distance. Officer Anderson drove a few miles out on both Hwy 27 and Hwy 272 but did not find anyone.
- A semi-truck spun and couldn't make it up Cove Road, Officer Anderson provided traffic control, Mike Wolf was called to plow and add sand.
- On Bridge Street a van slid sideways in the street. Officer Anderson provided traffic control, Mike Wolf was called to plow and add sand.
- There was a 2-car no injury collision on Main Street in front of the Palouse Market. One car did not see the other when backing up. Everyone was cooperative and no citations were given.
- Agency assists to Garfield. Reported that a car hit the church and fled on foot. It was discovered that the driver left to get a friend to tow the car.
- The police department has posted the 'Use of Force' policy on the website and has adopted the RCW for permissible uses of force.

*PD Report attached to the minutes.

CITY ADMINISTRATOR:

- CA LaFollett said everything she had to report was reported during the budget hearing. Nothing additional to report.

OLD BUSINESS:

- Brew Fest - Approve and sign WA State Special Occasion Liquor notice.
 - No concerns from Council or Officer Anderson for approving the Special Occasion notice.
- Councilmember Sena introduced a **MOTION** to approve the WA State Special Occasion Liquor notice for the February 4th Brew Fest event; the **MOTION** was seconded by Councilmember Bofenkamp. All council members approved, and the **MOTION** passed.
- There was a 2-page handout about the Palouse Basin Aquifer Committee that was included in the council packet. This information is about the committee. CA LaFollett reminded council that it was a committee that Palouse was a member with in the past and they recently came in and had a meeting with the mayor. The membership dues are included in the 2023 budget, as long as no one has any objections.

NEW BUSINESS:

- 2023 Budget
- Ordinance No. 1018 – amending ordinance 1005 and amending ordinance 1013 and amending certain funds within the 2022 annual budget.
 - CA LaFollett and Chair Bofenkamp explain that this is a typical year-end ordinance to adjust ending balances.
 - Mayor read aloud the ordinance in its entirety.

- Councilmember Deerkop introduced a **MOTION** to approve Ordinance No. 1018; the **MOTION** was seconded by Councilmember Sena. All council members approved, and the **MOTION** passed
- Ordinance No. 1019 – adopting the budget for the City of Palouse, fiscal year 2023
 - Mayor read aloud the ordinance in its entirety.
 - Councilmember Slinkard introduced a **MOTION** to approve Ordinance No. 1019; the **MOTION** was seconded by Councilmember Brooks. All council members approved, and the **MOTION** passed.

COMMITTEE REPORTS:

Policy & Administration - Chair Barrington – No Report

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 – No Report

Joint Fire Board - Chair Sena –

- There was discussion about a Kamiak Construction invoice. Kamiak Construction who is in town working on The Palouse Brewery, sent an invoice for labor and equipment rental for installing the leak diverter at the fire station. The invoice was a bit of a surprise because it had been said by the owners of Palouse Brewery not to worry about a bill coming. It's being checked on and the city has no problem paying.
- There was discussion about where we are at with getting the roof repaired. CA LaFollett told the council that the repair company has sent a contract for the repair, and because it's a contract it has to be reviewed by the lawyer. She has reached out to the insurance company to see if we even need to be in the contract since the cost is covered by insurance.

OPEN FORUM:

- Chuck Stemke addressed the council. He wanted to point out how important the Pool is to him and the community. It has been hard during the years when the pool wasn't allowed to open and then when it had to close early because of pipes breaking. He said the pool pays dividends in ways that are hard to quantify, it literally cools people down when it's so hot out and people's temperatures are flaring. It's a good thing for kids to do when school is out. He knows not everyone in town uses the pool, but he hopes we can figure out a way to get the pool back open.

MAYOR'S REPORT:

No Report – just Merry Christmas and Happy New Year to everybody.

ALLOW PAYMENT OF BILLS:

Councilmember Bofenkamp introduced a **MOTION** to allow the payment of bills; the **MOTION** was seconded by Councilmember Deerkop. All council members approved, and the **MOTION** passed.



The following checks are approved for payment:

Claims paid Ck# 12851-12865 & EFT \$14833.06

ADJOURN:

Councilmember Sena **MOVED** to adjourn; Councilmember Barrington seconded the **MOTION**: All other council members present approved, and the **MOTION** passed.

The council meeting Adjourned at 7:50pm

APPROVED:  ATTEST: 
DATE: 1/10/23

Public Works Superintendent Council Report

Date: December 22, 2022

(Keep in mind this is 5 days from each council meeting)

WATER:

We had a water service line break due to age on E. Church Street last week.

With the temperatures being in the negatives Wed., Thurs., and Friday we've had a couple of houses along with the Community Center and PD with frozen pipes.

SEWER:

The clarifier froze today because of the temps which caused the sludge rake to stop.

Evan ran samples to Spokane today due to the freezing temps.

SNOW:

We plowed and sanded roads & streets quite a bit over the last couple of weeks. We've removed snow from Main Street and snow piles from downtown and the school also.

SHOP:

The backhoe had a flat tire and Commercial tire came and did the repair.

***The weather snow, ice, and freezing temperatures is why this report is short.**

Palouse Police Department report for Palouse City Council meeting December 27, 2022:

Thirteen calls for service and two call outs:

221211-01 – Took a report of our first and only porch pirate theft this holiday season. Reporting party advised they verified a package had been delivered early evening hours to their house but when they went to retrieve it it wasn't there. Item was not an expensive present but nonetheless it was still an example of what occurs during the holiday season. No security video or witness info. Suspect remains unknown.

221212-01 – While off duty and on call received a report of a citizen reporting what he believed to be an SOS morse code message from a light in the distance. It appeared to be northwest of Palouse. I drove three miles on SR27 towards Garfield and three miles on SR272 towards Colfax but was unable to locate the beacon of light. Conditions were heavy fog early in the morning hours. It was clearly outside city limits but no WCSO deputies in service to assist. I advised the first in service deputy of the location in case they wanted to check the area even further west into the county.

221214-01/221214-03 – Hazardous winter weather conditions led to me responding to a spun out semi on Palouse Cove road on the hill south of SR27. I provided traffic control by shutting down SR27 in both directions to allow the semi to back down the hill. I requested Mike Wolf respond with snowplow and more sand for the southbound lane. Semi took another couple cracks and finally made it up on the third try. Another vehicle spun out and sideways on Bridge Street at Church Street. Dynamic duo of Anderson and Wolf combined again to shut down the road to make it driveable and get that motorist underway.

221216-01 – Investigated a two vehicle non injury reportable collision in front of Palouse Grocery. Both cars backing out of angle parking with vehicle to the east backing up using a dirty rear camera that caused him not to see the other vehicle in the roadway. Both drivers with good licenses and valid insurance cards. No tows and no citations. All information exchanged and both drivers given the PPD case number for insurance purposes.

221222-01 – Garfield PD Marshal Handley requested I respond to a property damage hit and run that occurred in our neighboring town. Reporting party advised an SUV struck the side of a church, fled the vehicle on foot, had another party tow the vehicle out of the snow berm and did not leave lawfully required driver/vehicle information. I located the vehicle in an alley missing its bumper. Vehicle had a Montana plate but Marshal Handley was familiar with the owner. Tracked down the party that provided the tow out of the snow berm who positively identified the driver.

Met recent Attorney General of Washington requirement that all police departments post their use of force policy on an easily accessible website by December 19, 2022. The Palouse Police Department has adopted RCW 10.120.020 in regards to permissible uses of force.

Thank you - Joel

12/22/22
15:55

Palouse Police Department
Law Incident Summary Report, by Responsible Officer

1100
Page: 1

Number	Time and Date	Nature	Address	Loctn Dsp

Agency: Palouse Police Department				
Officer: Joel Anderson				
221209-01	12:43:20	12/09/22 Abandoned Vehicle		INA
221210-01	11:39:34	12/10/22 Disabled Vehicle		INA - c/o
221210-02	15:27:32	12/10/22 Parking Problem		INA
221210-03	19:26:38	12/10/22 Suspicious		INA
221211-01	08:59:58	12/11/22 Theft Other		INA
221212-01	04:57:55	12/12/22 Suspicious		INA - c/o
221214-01	10:26:29	12/14/22 Disabled Vehicle		INA
221214-02	10:34:44	12/14/22 Welfare Check		INA
221214-03	11:21:09	12/14/22 Disabled Vehicle		INA
221214-04	13:44:17	12/14/22 Animal Problem		INA
221215-01	09:10:02	12/15/22 Citizen Assist		INA
221216-01	13:28:54	12/16/22 Accident Noninj		INA
221222-01	11:12:48	12/22/22 Accident Hitrun		INA
Total Incidents for This Officer: 13				
Total Incidents for This Agency: 13				

Total Incidents for This Report: 13

Report Includes:

- All dates greater than `00:00:00 12/09/22`
- All agencies matching `PAPD`
- All officers
- All dispositions
- All natures
- All locations
- All cities matching `PALOUSE`
- All clearance codes
- All observed offenses
- All reported offenses
- All offense codes
- All Circumstance codes

*** End of Report /tmp/rptgkS9as-rplwizr.rl_1 ***

Meet the

PALOUSE BASIN AQUIFER COMMITTEE

THE PALOUSE REGION'S SOLE DRINKING WATER SOURCE IS THE PALOUSE GROUNDWATER BASIN,

a contained underground aquifer. The Basin supplies water to residents in both Washington and Idaho including the Cities of Pullman and Moscow, Whitman and Latah Counties, Washington State University, and the University of Idaho. All six entities make up the collaborative "Palouse Basin Aquifer Committee" which works to ensure a long-term, quality water supply for the Palouse Basin region.

AQUIFER DECLINE

Since 1992, when the Ground Water Management Plan was enacted, Moscow and Pullman's population has grown a little over 1% each year. However, overall water usage has decreased per capita in the last 30 years, by 30% in Pullman/WSU and 43% in Moscow/UI, respectively.

The Basin is presently declining 0.7 feet per year and has been in a state of decline since the 1890's. Conservation has helped decrease our region's water usage and the rate of decline, but it will not solve the problem completely. The groundwater basin alone is not a sustainable water source. An alternative water source must be implemented.

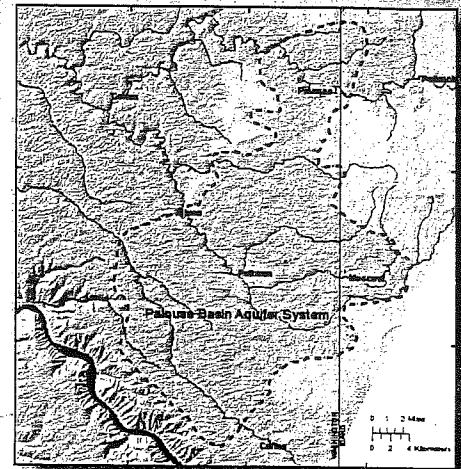
A target need of 2.3 billion gallons per year is anticipated for a supplemental water supply, which encompasses an aquifer stabilization component as well as a 1% annual population growth for a 50-year horizon. Five potentially feasible alternatives have been identified, ranging from conveying water up from the Snake River or diverting water from local waterways, either for direct use or aquifer recharge. The projects' initial cost estimations vary from \$75-120 million.

DID YOU KNOW...

In 2021, the region used 2.43 billion gallons of water.

62% was used for indoor use, whereas 38% was used for outdoor use during the months of April-October.

For context, it takes approx. 21 million gallons to fill WSU's Martin Stadium.



Palouse Groundwater Basin Boundary
(Ref: Bush et al. 2022)

ALTERNATIVE WATER SUPPLY

PBAC will be focusing efforts on "Water Supply Project Alternative 5". This project meets 80% of the estimated target need and includes three elements:

1. An additional 15% water conservation
2. Diverting water from the South Fork of the Palouse River 8 months out of the year for direct water use in Pullman
3. Diverting water from Paradise Creek 4 months out of the year for direct water use in Moscow

The project elements in Pullman and Moscow are estimated to take approximately 12 years to implement with an initial capital cost of \$74 million and have an annual operating cost of \$1.6 million.

BENEFITS OF ALTERNATIVE 5

- **Conservation as Step 1.** While we can't conserve our way out of the problem, the most economical water is conserved water. Work on additional conservation measures can start immediately without costly investments in extensive infrastructure. Any and all additional conservation measures only help to extend the lifespan supply of any future water supply project.
- **The project elements are separated by the state line** which helps to reduce some of the complexities for project logistics from a standpoint of water rights, transferring water, permitting, and funding.
- **Direct use of local surface water** helps to alleviate any concerns for emerging contaminants that could be introduced to the aquifer system.
- This project has **the lowest initial cost for capital and ongoing operations and maintenance** out of all projects proposed.

A few

FREQUENTLY ASKED QUESTIONS

What about the other alternative projects? Are they still viable?

Yes, all of them are relevant! It's comforting to have options to choose from in case there are unforeseen obstacles. However, to keep moving forward we must focus our efforts on just one project for the time being.

How are water rights taken into consideration for these projects?

Water rights will need to be acquired for this project to be successful, either as new water rights or purchase of existing water rights. There have been preliminary discussions with state agencies, fisheries, and the tribes regarding all the alternative projects. Part of the next steps will be to have discussions around Alternative 5, specifically.

Was climate change taken into consideration with the target need and supply source?

Potential future climate change impacts were not incorporated into the target need or supply availability. This will be evaluated in future investigation steps.

What does an additional 15% water conservation look like?

It will encompass a variety of tactics, including but not limited to: a major decrease in outdoor watering, the use of drought tolerant plants, continued efforts to upgrade and replace devices and systems that are more water conscious, and installing Advanced Metering Infrastructure (AMI) to have live data for everyday water usage.

Is new development required to conserve?

New development is required to meet minimum requirements of state building code. Both cities are open to creating ordinances that would go above and beyond state code, such as requiring low flow plumbing fixtures and having a maximum square footage for lawn.

What is 'direct water use' and what are the pros/cons for using it as a water source?

When surface water is diverted from a waterway, treated, and conveyed into the municipal system for consumption.

PRO

When surface water is conveyed, treated, and directly used from a local waterway, that is less water being pumped from the aquifer. Conceivably, this could eventually relieve the aquifer and decrease the decline to the point of aquifer stabilization.

CON

The time of year when there are high water flows are during the winter and spring months when our community doesn't use as much water. Direct use won't be as advantageous during the summer when the community uses the most water unless a large storage solution is considered.

How will this project be funded?

It will take a variety of funding sources from the federal, state, and local levels.

What is the expected timeline?

Increased conservation measures can start immediately. With a future regional conservation plan on the horizon, more aggressive conservation will take place in the next 3-5 years. The water supply alternative project will take about 5-7 years to design and secure funding sources, and then another 12 years to fully build out.

What are next steps?

Next steps include public outreach and engagement, agency discussions, governance discussions, and further refinement of Alternative 5 (ex. Water quality, water quantity, water rights and minimum stream flows, diversion locations, infrastructure needs).

PALOUSE BASIN
AQUIFER
committee