

PALOUSE CITY COUNCIL AGENDA

Regular Council Meeting
June 22, 2021 @ 7:00 pm
Via Zoom Teleconferencing

CALL TO ORDER:

Mayor Cook called the Council Meeting to order at 7:06 PM.

ROLL CALL:

Council members present: Mary Welcome; Tim Sievers; John Snyder; Libby Akin; Katie Cooper; Jim Fielder; Bill Slinkard (delayed, see CA Coughenour note).

Staff present: City Administrator (CA) Brad Coughenour, Deputy Clerk (DC) Misty La Follett; Police Chief Jerry Neumann; Public Works (PW) Supt. Mike Wolf.

Absent: None

Note: CA Coughenour also noted that Councilmember Slinkard was having issues joining through Zoom. Councilmember Slinkard was able to participate through a speakerphone. At approximately 7:40 PM Councilmember Slinkard rejoined the remainder of meeting via Zoom.

APPROVAL OF MINUTES:

Councilmember Welcome pointed out that there were several content and grammatical issues with the minutes of the regular council meeting held on June 8, 2021. Mayor Cook requested council provide feedback to CA Coughenour by June 24, 2021.

PUBLIC WORKS REPORT:

Supt. Wolf presented his report outlining current public work (PW) issues and facility status. Supt. Wolf notified council that there is a potential shortage of chlorine due to a fire at the manufacturing facility. Wolf suggested if the shortage of chlorine continues that the city may need to implement water restrictions. Mayor Cook agreed to Supt Wolf's assessment and will continue to monitor the situation.

Supt Wolf briefed the council concerning the issue with residents complaining about brown water. The issue as Wolf explained is due to the design of the water system in specific residential areas. These areas with complaints have a "tree designed system" that supplies their water. This system does not have a method to flush, compared to the loop system which can be flushed.

Supt. Wolf also discussed being called to residents to troubleshoot low water pressure issues. Wolf stated that in each case, the low-pressure issue was due to a faulty sprinkler head. He is encouraging residents to troubleshoot their outside water problems before requesting assistance from PW...

POLICE REPORT:

Chief Neumann reported to council that he received an updated COVID-19 report, and the City of Palouse has had zero positive COVID cases in a two-week period. Mayor Cook asked Chief Neumann when the Governor would address reopening the state? Chief Neumann answered that the mandate ends June 30, 2021.

Chief Neumann began to discuss his Spillman call report. Councilmember Welcome asked Chief Neumann why the report was not included in this packet as prior packets. CA Coughenour said Chief Neumann did include the Spillman report, but the report was pulled since the report contained personal addresses. Council did not receive the Spillman report dated 06/22/21. Mayor Cook reiterated that this report is part of the council packet.

Chief Neumann informed the council that his police vehicle has almost 100K miles. Chief Neumann briefly discussed the need to consider a new vehicle. An approximate replacement cost would be greater than \$50,000.

CITY ADMINISTRATOR/DEPUTY CLERK REPORT:

CA Coughenour updated the council on the FY21 budget status. Revenues are slightly above for mid-year and expenditures are normal.

CA Coughenour said he received the American Rescue Plan Act document. There are two documents for the Mayor to sign. These documents will need approval from council to proceed. CA Coughenour said is slated to receive approximately \$150,000.00.

CA Coughenour Informed council that FY22 there will be a provision for the state mandated long-term care act. Councilmember Cooper asked for clarification and more information. CA Coughenour reported from the information he received that the Long-Term Care Act is to provide a universal health care coverage and a long-term care benefit. Persons may opt out if they have a long-term care plan in place.

Councilmember Welcome would like to meet with CA Coughenour to go over the mid-year FY21 budget.

OLD BUSINESS:

Cove Sidewalk Project Update:

Mayor Cook asked CA Coughenour to update the council on the Cove Sidewalk Project. CA Coughenour said that the Transportation Improvement Board (TIB) and Munir Daud reviewed the plans for cost savings. Both engineers agree to reduce costs, the city can use asphalt instead of concrete. The potential savings for this change is approximately \$17,000.00. CA Coughenour further briefed council that the city has the approval of the engineer and the bidder to use the city's stockpile of rock. This will bring the potential savings to \$21,000.00.

Mayor Cook mentioned that there are other grants that the city may be eligible for. TD&H Engineering mentioned they could assist in finding grants. CA Coughenour informed council that there could be funds available through the BOCC .09 Fund.

Mayor Cook said, with the projected savings between \$21,000.00 and \$25,000.00. The funding gap would be approximately \$15,000. The Mayor felt this was a reasonable funding gap that the city could support. The Mayor also cautioned that the project cost will not go down if the city waits. This is the last window of opportunity to get this project completed or risk losing the \$200,000 TIB Grant.

Councilmember Sievers asked to verify that the bid document is still in effect for the balance of the project without the modifications.

Councilmember Sievers also asked if White Diamond Concrete, LLC, would still be able to get us on the schedules, and CA Coughenour assured council that if council approved this action tonight, White Diamond Concrete, LLC would start the project the last week of July or the first week of August.

Councilmember Sievers and Cooper asked where the additional funds would come from. Councilmember Cooper asked to confirm the amount that the city was short. CA Coughenour said the amount was approximately \$19,550.00.

Councilmember Welcome wanted to confirm that the difference in funding the city is trying to meet is \$20,000.00?

CA Coughenour followed up on Councilmember Sievers earlier question regarding funds under account 320. The fund is at 102% and if the council reallocates funds from the public works shed project to the Cove Sidewalk Project this will leave an approximate remaining balance of \$67,000.00.

Councilmember Sievers made a motion to move forward with the sidewalk project and approve the adjusted bid.

Councilmember Cooper stated that once those budget decisions are made, that the council must do a budget amendment.

Councilmember Snyder seconded the motion.

Council unanimously voted in favor of motion.

Councilmember Sievers made a motion to award the bid for the Palouse Cove Sidewalk Project to WDC, LLC. Councilmember Snyder seconded.

Council unanimously passed the motion.

NEW BUSINESS:

FY 22 Levy Process

Mayor Cook asked CA Coughenour to explain the requirements for placing a levy issue on the ballot. CA Coughenour briefed council that additional information is needed from the Whitman County Auditor to proceed in writing the "For and Against" narratives for the ballot.

CA Coughenour reiterated that the levy actions needed action by council in July so the city can submit them to the auditor by the August 3rd deadline.

EXECUTIVE SESSION:

Council went into executive session at 8:12 pm to discuss personnel. Council reconvened at 9:05 pm.

Councilmember Slinkard left the Council meeting at 8:55.

MAYOR'S REPORT:

On July 14, there is a meeting with the Department of Ecology to discuss City of Palouse wastewater value engineering plan; Varela Engineering will be present. The Water and Sewer committee was invited to attend this meeting.

TIB is visiting on Friday, June 25, 2021, for the purpose of discussing funding sources for streets and sidewalks.

Mayor Cook asked for a motion to allow the mayor to pursue and apply for a low interest loan for the water line project drafted by TD&H.

Councilmember Sievers made a motion to grant permission to Mayor Cook to complete the paperwork necessary for the loan. Councilmember Cooper seconded the motion. Council unanimously passed the motion.

Councilmember Sievers made a motion to approve the hiring of the building inspector position. Councilmember Fielder seconded. The motion unanimously passed.

ALLOW PAYMENT OF BILLS:

Councilmember Welcome made a motion to approve bills and payment. Councilmember Akin seconded he motion. The motion unanimously passed.

ADJOURN:

Councilmember Fielder made a motion to adjourn. Councilmember Welcome seconded the motion. The motion unanimously passed. The council meeting adjourned at 9:14 PM.

APPROVED: _____ ATTEST: _____