

PALOUSE CITY COUNCIL AGENDA

Regular Council Meeting
June 8, 2021 @ 7:00 pm
Via Zoom Teleconferencing

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

ROLL CALL:

Council members present: Mary Welcome; Tim Sievers; John Snyder; Libby Akin; Katie Cooper.

Councilmember Sievers **MOVED** to excuse Councilmember Slinkard and Councilmember Fielder. Councilmember Cooper seconded. Motion passed unanimously.

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

APPROVAL OF MINUTES:

Councilmember Snyder **MOVED** to approve the minutes from the regular council meeting May 25, 2021. Councilmember Cooper seconded. Motion unanimously passed.

PUBLIC WORKS REPORT:

Supt. Wolf presented council with his written report pertaining to infrastructure and facilities.

Councilmember Cooper questioned the increase in water consumption. Supt. Wolf opinion is that water consumption increased due to the lack of rain this spring.

Supt Wolf also informed council that the rake at the sewer facility was failing. Councilmember Sievers asked about the cost to replace the sewer plant rake. Supt. Wolf said he would research the repair or replacement cost and update council. .

POLICE REPORT:

Chief Neumann reported to council that he is waiting for updated COVID-19 information and guidance. Chief Neumann said based on his conversations that the state will be fully opened back up by June 30, 2021.

CITY ADMINISTRATOR/DEPUTY CLERK REPORT:

CA Coughenour informed council that in order to be more efficient, he and DC La Follett will need more in-depth training using the BIAS software.

Lifeguards start this week and will meet with CA Coughenour for onboarding. The pool is scheduled to open on June 19, 2021.

DC La Follett submitted the May 2021 Treasurer's Report. Councilmember Sievers felt that the remaining funds in the cemetery budget seems low and asked about the ability of transferring funds from the Cemetery Endowment. The mayor said he will research this matter.

OLD BUSINESS:

TD&H Engineering provided council with an update on the Water System Improvement plan. Michelle Bly representing TD&H also requested council to approve the final pre-construction completion report and to approve the final draw of funds from the Department of Commerce. The mayor needs to approve these documents to close the construction loan before June 30, 2021. Councilmember Sievers made a motion to approve the documents from TD&H, Councilmember Libby Akin seconded. Motion unanimously passed.

CA Coughenour asked Michelle for an update on the water improvement timeline. The application for public works boards must be submitted by July 9, 2021, with updated budget numbers. Michelle will consult with CA Coughenour and will update the information and present a draft of the application to the council by June 22, 2021.

Cove Sidewalk Project Update: The Mayor reiterated to council that the timeline for this project is short as well. Mayor Cook and CA Coughenour spoke with Transportation Improvement Board (TIB), and they will not allow an extension on the \$200,000.00 grant award. Furthermore, there are no options for additional funding through TIB for the project.

Mayor Cook informed council that the cost of the project currently is \$230,000.00 to \$240,000.00 depending on the build out. The grant funds expire on March 22, 2022. The city needs to act on the Cove Sidewalk Project or risk losing the grant funding. It is the mayor's opinion, that the City Council may need to consider trying to bridge the \$30,000 to \$40,000 gap if the city is going to take advantage of the TIB dollars before they expire. Councilmember Welcome stated previously that "Councilmember Welcome and CA Dixon had considered an allotment of the ARP funding towards the Palouse Cove Sidewalk project, but only if it was needed to bridge a small gap in funding (\$10,000 or less). Due to the bid being higher than expected, Councilmember Welcome and Councilmember Slinkard discussed allocating that funding to Water and Sewer projects instead."

The mayor did send White Diamond Concrete bid to TIB for their feedback for possible ways to reduce costs.

CA Coughenour informed council that some of the feedback he received from TIB was to possibly use asphalt instead of concrete to save some money.

Councilmember Libby Akin was concerned about money running out for this project and would like to determine what a realistic timeline for this project might be with White Diamond Concrete. Councilmember Akin also expressed concern about getting into a phased approach for this project as we are already behind on this project.

Councilmember Sievers felt that there are too many questions for the Council to make an immediate decision. He went on to say that council needs to decide by the next City Council meeting on June 22, 2021.

NEW BUSINESS:

COMMITTEE REPORTS:

Budget, Finance, Major Acquisitions – Chair Welcome: On May 27, 2021, Councilmember Welcome manually audited the petty cash and cash drawer at City Hall, and both were in balance on former Deputy Clerk Ann Thompson's last day.

Streets, Property, & Facilities – Chair Sievers: Councilmember Sievers stated that the training with the lifeguards and Palouse EMS is scheduled for 2021. Six lifeguards have been hired and the pool is fully staffed. Mayor Cook asked DC La Follett about swim lessons, Deputy Clerk La Follett said that the swim lessons are filling up and there is a lot of interest from people outside of the city.

Personnel – Chair Snyder: Councilmember Snyder had no report.

Water & Sewer – Chair Slinkard: Councilmember Slinkard was absent, but the Mayor noted that Water and Sewer business was address earlier.

Policy & Administration – Chair Cooper: Councilmember Cooper had no report. Councilmember Cooper asked CA Coughenour to track down the Whitman County Humane Society and report the status.

Joint Fire Board – Chair Fielder: Councilmember Fielder was absent. No report presented.

EXECUTIVE SESSION:

Council went into executive session at 7:47 pm to discuss personnel. Council reconvened at 7:58 pm.

MAYOR'S REPORT:

Mayor Cook had no further comments.

ALLOW PAYMENT OF BILLS:

Councilmember Cooper noted that the Hemphill Heating bill was still showing on treasurer's report in the amount of \$849.46, and not the corrected amount of \$713.67. DC La Follett said the check in the amount of \$849.49 was not sent out and will be voided. DC. Councilmember Sievers made motion to approve the payment of bills, except for the Hemphill Heating invoice. Councilmember Welcome seconded. The motion passed unanimously.

ADJOURN:

Councilmember Sievers **MOVED** to adjourn. Councilmember Snyder seconded. The motion carried. The council meeting adjourned at 8:05 PM.

APPROVED: _____ ATTEST: _____