

## **PALOUSE CITY COUNCIL MINUTES**

Regular Council Meeting  
September 16, 2021 @ 7:00 pm  
Palouse Community Center

**CALL TO ORDER:** Mayor Cook called the Council Meeting to order at 7:00 PM.

### **ROLL CALL:**

City Administrator Coughenour took Roll Call.

Councilmembers present Libby Akin, Tim Sievers, Katie Cooper, Jim Fielder, and John Snyder.

Councilmembers absent: Bill Slinkard and Mary Welcome

Councilmember Cooper introduced a **MOTION** to excuse Councilmember Slinkard and Welcome, **MOTION** seconded by: Councilmember Siever. Council unanimously passed the **MOTION**.

City staff present: City Administrator (CA) Coughenour and Police Officer Joel Anderson.

### **APPROVAL OF MINUTES:**

Councilmember Sievers requested two changes to the 08-24-2021 minutes. First to replace "*repave*" with "*reconstruct*" in the Open Forum comments. Secondly, remove the redundant sentence "*Councilmember/Mayor Pro Tem Sievers would encourage everyone to honor the law and respect one another. Officers Anderson's approach to educate and inform is the correct approach*" under "New Business". Councilmember Sievers introduced a **MOTION** to approve the minutes from the regular council meeting on August 24th, 2021, with the changes requested by Councilmember Sievers; **MOTION** was seconded by: Councilmember Synder. Council unanimously passed the **MOTION**.

### **OPEN FORUM:**

No citizens attended.

### **PUBLIC WORKS REPORT:**

CA Coughenour spoke for Supt. Wolf and presented the Council with the public works report.

CA Coughenour followed up with Council on the meeting with Inland Fiber and the requirement to repair the roads where the company sawcut/trenched to install fiber. Inland Fiber agreed to present Council with their proposal to repair the roads at the September 28<sup>th</sup>, 2021, Council meeting.

CA Coughenour informed Council that the one truck that public works uses to plow snow needs to have the transmission repaired or replaced. Cost of work is approximately \$5,000.00.

Councilmember Fielder asked about the repairs for the road grader. CA Coughenour was unsure if the parts and repairs have been found and repairs completed.

\*PW report attached to the minutes.

### **POLICE REPORT:**

Officer Anderson presented his report to the city council. There were 25 calls for service with zero callouts.

\*Report attached to the minutes.

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

CA Coughenour presented the Administrative Report to Council.

CA Coughenour also provided a budget process calendar to Council for planning purposes through May 2022.

CA Coughenour also provided the Council with the Washington State Public Works Board loan approval letter and amortization schedule for the water line project. The \$1,010,000 loan is designed for 20 years at .94%.

CA Coughenour announced his resignation effective September 28<sup>th</sup>, 2021. CA Coughenour told Council that his decision to resign is solely based on family needs.

\*Report attached to the minutes.

## **OLD BUSINESS:**

No old business.

## **NEW BUSINESS:**

No new business.

## **COMMITTEE REPORTS:**

Budget, Finance, & Major Acquisitions, Chair Welcome: No report.

Streets, Properties, & Facilities, Chair Sievers: No report.

Personnel, Chair Snyder: No report.

Water and Sewer, Chair Slinkard: No Report.

Policy & Administration, Chair Cooper:

Chair Cooper said there would need to be further discussion on creating a policy to address feral cats. CA Coughenour said that DC La Follett had contacted the Humane Society to sponsor a spay/neuter clinic. No dates have been proposed for the clinic.

Chair Cooper also is researching the City's Flag Policy, and Labor Day was omitted from the list of days that the flag was to be flown. The policy will be corrected to list Labor Day. The committee is also researching other significant days that the flag should be flown.

Joint Fire Board, Chair Fielder: No report. But further discussion on ongoing concerning the purchase of the firetruck.

**EXECUTIVE SESSION:** Mayor called for an Executive Session at 7:37 PM and adjourned at 8:06 PM.

## **MAYOR'S REPORT:**

Mayor Cook reviewed the Lion's Club beer and liquor renewal application. He asked Officer Anderson for his input. No negative comments or concerns were received. The Mayor approved the license renewal.

The Mayor asked CA Coughenour to send Council the City Administrator job description so Council can review and begin recruiting for the position.

**ALLOW PAYMENT OF BILLS:**

Council did not introduce a **MOTION** to allow the payment of bills. Council members agreed that the payment of bills should be held in a "Regular" meeting, not during a "Special" meeting. The payment of bills will be deferred to the regular Council Meeting on September 28<sup>th</sup>, 2021.

**ADJOURN:** Councilmember Cooper **MOVED** to adjourn; Councilmember Snyder seconded the **MOTION**. The **MOTION** was passed. The council meeting adjourned at 8:11 PM.

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