

City of Palouse
COUNCIL MEETING MINUTES

Tuesday, September 12, 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 votina.

CALL TO ORDER: Mayor Sievers called the meeting to order at 7:00 P.M., Councilmembers* present at the meeting were Sarah Bofenkamp, Bill Slinkard, Leslie Jo Sena, Sam Brink, Travis Deerkop, Robert Brooks, and Ann Barrington. Also in attendance were Karen Haller, Dave Griswold, Dana Anderson, and Kelsey Blair.

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

I. ROLL CALL: Acting DC Gaber took attendance; all Councilmembers were present.

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

II. APPROVAL OF MINUTES:

C. Deerkop introduced a **MOTION** to approve the minutes from the regular council meeting on August 22, 2023; the **MOTION** was seconded by C. Brink. 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. 26 traffic stops resulting in nine infractions issued, two criminal citations, and two warrants.
- B. 27 calls for service since the last Council.
 - 1. 7 of those calls related to city ordinance violations.
- C. Written Report on file

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

- A. **CITY WEBSITE:** The city has ARPA funds allocated for the website. A decision needs to be made to move forward as the Chamber of Commerce's website is ready to launch and our information needs a permanent site. The state auditor's office dictates what can be on the site. Mayor Sievers suggested more research into website building and having a server on site.
- B. **ALCOHOL LICENSING:** Local licenses are automatically renewed. Rants and Raves license needs to be rejected as they are closed for business. C. Slinkard introduced a **MOTION** to reject the liquor license for Rants and Raves; the **MOTION** was seconded by C. Brook. All council members approved, and the **MOTION** passed.
- C. **VERIZON:** Verizon has agreed to pay a monthly fee of \$1,500 to the city for the use city property.
- D. **SHADY LANE:** WSU Forester Mark Swanson will be attending the next meeting, on September 26, to answer any questions regarding tree removal and forest health. A local logger will come in November to access the job. Kayla Johnston, a local forester, is willing to mark trees for removal beforehand. Subsequently, the value of the trees (if any) will be identified. A subcontractor from Avista is willing to salvage the trees.

VI. OLD BUSINESS: None

VII. NEW BUSINESS:

A. REVIEW COUNCIL MEETING CANCELLATION of 8/8/2023 Eric Hansen, City Attorney, said Washington State law requires once monthly meetings and that no known violation had occurred of RCW or PMC. Discussion amongst councilmembers followed with C. Bofenkamp suggesting that they explore a policy regarding meeting cancellations.

B. RESOLUTION 2023-21, AUTHORIZATION OF RCO GRANT FOR POOL \$100,000 grant for repairs to pool, with no matching funds. We will repair the boiler, roof, and lights if awarded the grant. We are working with the Port of Whitman to apply for the grant. Need councilmembers to authorize the Mayor to sign RCO. C. Bofenkamp introduced a **MOTION** to approve Mayor Sievers to sign the RCO; the **MOTION** was seconded by C. Slinkard. All council members approved, and the **MOTION** passed.

C. ST. ELMO FEASIBILITY STUDY REVIEW COMMITTEE APPOINTMENT Mayor Sievers appointed CA La Follett, C. Barrington, Micheal Echanove, Jesse Twigg-Harris, and himself to the committee. C. Barrington stated they have received three great proposals. The next step is to review proposals and interview the candidates.

COMMITTEES:

Policy and Administration - Chair Barrington:

A. Potentially Dangerous Dog Ordinance: A draft Ordinance separating the consequences for “potentially dangerous dog” and “dangerous dog” was addressed by Eric Hanson, City Attorney. In establishing progressive consequences for potentially dangerous dog designation, Eric said having due process in place for residents is important. Residents need to be able to contest initial designation through the municipal court. Infractions, civil or criminal, need to be identified in policy. C. Deerkop wants to clearly define ‘potentially dangerous’ to allow a tiered response to individual cases.

B. Noise Ordinance: Via Hanson: Establishing specific quiet times best approach to noise ordinance as decibel ordinance is difficult to monitor. C. Sena suggested 10pm to 7am, C. Slinkard suggested 10pm to 8am. C. Brink asked that downtown businesses, or whole town, has more non-quiet time on weekend nights, by extending ordinance to 11pm.

Budget, Finance, & Major Acquisitions - Chair Bofenkamp:

First meeting of budget season next week

Streets, Properties, & Facilities - Chair Deerkop:

Recommended that no U turns be allowed between Baggot Motors and Palouse Brewery and that signs indicating no U turns be put up. Discussion amongst councilmembers and city attorney occurred. Eric Hanson stated U turns are defined in PMC. C. Barrington introduced a **MOTION** to not allow U turns between Baggot Motors and Palouse Brewery; the **MOTION** was seconded by C. Sena. C. Brink voted Nay, while the rest of the council members approved, and the **MOTION** passed.

Personnel - Chair Brink:

No report

Water and Sewer - Chair Slinkard:

Established monthly meetings with Ecology, last Monday of each month at 4:30pm. Made proposal that clears path to apply for funding.

Joint Fire Board - Chair Sena:

Discussion regarding a city-wide Emergency Alert system occurred. Options considered: reverse 911 system, (Opting in to a system that would go through dispatch) for city-wide text alerts and website notifications. C. Bofenkamp suggested we use our current siren system to notify residents. She also stated that educating residents would be an important component of it being successful. CA Follette will explore options and costs.

VIII. OPEN FORUM: Karen Haller: Supports local policing and thinks having officers live in the community is beneficial.
Dave Griswold: Submitted request to put a sign on the pole between the Gym and the old health clinic. The Sumner Foot Bridge, ATM, and State Bank would be in 2-inch letters. Sign follows code. He will pay for the sign. Councilmembers agreed to allow the sign. They also suggested that we could broadcast a broadband that could be opened up to include cellular service. He would be willing to install it on top of the Gym.
Dave Berge: Asked permission to plant, mulch, and irrigate city property. Have previously installed valves in the Gym to irrigate appropriately. He also asked the city if they are willing to pay 50% of the landscaping bill.
Dana Anderson: Suggested leaving the contract with Verizon open-ended for a future revision of the monthly fee. He also suggested asking the state for Highway signs. Additionally, using the FEMA app is a good model for Emergency broadcasts. Noted that livestock is allowed in town, a consideration when exploring dog ordinances.
Kelsy Blair: Asked if more than one bid was taken for logging Shady Lane. Against left-hand restrictions between Baggot Motors and Palouse Brewery.

IX. MAYORS REPORT: PUBLIC WORKS BOARD: The city will receive \$164,341.00 for Palouse Cove Road sidewalk improvements.
B. HABITAT FOR HUMANITY: Asking for volunteers to cook for builders and/or build.

X. COUNCIL MEMBER DISCUSSION: None

XI. ALLOW PAYMENT OF BILLS: C. Brooks asked why St. Vehicle Maintenance Services showed up multiple times. CA La Follett answered that it is portioned out to various departments.. C. Bofenkamp 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# 13387, #13391-13432	\$38,734.30
Payroll paid	Ck# 13366-13386, #13388-13390	\$43,046.28

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

The council meeting Adjourned at 8:48 pm

APPROVED: _____

ATTEST: _____

DATE: _____