

City of Palouse
COUNCIL MEETING MINUTES

Tuesday, October 24, 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 voting.

CALL TO ORDER: Mayor Pro Tempore Slinkard called the meeting to order at 7:00 P.M., Councilmembers* present at the meeting were Sarah Bofenkamp, Leslie Jo Sena, Sam Brink, Robert Brooks, and Ann Barrington. Also in attendance were Barb Hodson, Dana Anderson, and Karen Kreseling

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

I. ROLL CALL: Acting DC Gaber took attendance; C. Barrington introduced a **MOTION** to excuse C. Deerkop's absence from the meeting; the **MOTION** was seconded by C. Brink. All council members approved, and the **MOTION** passed. C. Brooks introduced a **MOTION** to excuse Mayor Sievers absence from the meeting; the **MOTION** was seconded by C. Sena. All council members approved, and the **MOTION** passed.

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

II. APPROVAL OF MINUTES:

C. Bofenkamp introduced a **MOTION** to approve the amended minutes from the regular council meeting on October 10, 2023; the **MOTION** was seconded by C. Sena. All council members approved, and the **MOTION** passed.

Amendment was due to correcting the CERB grant amount from stated \$100,000 to correct \$50,000.

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. 20 calls for service since last council.
 - 1. four infractions issued, two criminal citations
 - 2. six of those calls related to city ordinances violations.
 - 3. no call outs

V. CITY ADMINISTRATOR / DEPUTY CLERK REPORT: DC Gaber reported:

- A. **WSDOT:**
 - 1. Will allow city to install and maintain a STOP word message on pavement at Main St. and Bridge St. intersection.
 - 2. Recommends the city trim the tree and consider removing one or two parking spaces on the NE corner of the intersection.

3. Additionally, offered to install a STOP AHEAD sign on the NW corner of Main and Beach streets. Installation would occur in the spring of 2024.

Discussion regarding WSDOT occurred: Majority of Council Members recommended installing the STOP word message on pavement and having WSDOT install the STOP AHEAD sign if not cost prohibitive.

Possible removal of parking space(s) and tree were deferred to later discussion.

C. Barrington introduced a **MOTION** to install the STOP word message on pavement at Main and Bridge Street intersection; the **MOTION** was seconded by C. Bofenkamp. All council members approved, and the **MOTION** passed.

B. WA STATE LIQUOR BOARD: Renewal of liquor licenses for Bank Left Gallery and Palouse Brewing Company automatically renewed. No Objections from Councilmembers.

VI. OPEN FORUM:

Barb Hodson: Would like all communication methods explored to reach citizens in town with the city's news and events. In addition to email notifications; physical postings, possibly at post office, bank, library, etc. Also, inquired why police dept needed a chief vs single police officer.

Dana Anderson: Was concerned that eliminating the two parking spaces in front of Rants and Raves would encourage people to use it as a lane to take right hand turns.

Karen Kreseling: As a representative of the League of Women Voters, presented a Certificate of Participation. This Certificate honors all women whom served on the council or as mayor in the first 100 years after the 19th Amendment was ratified, from 1920 to 2020. Also, noted the discussion regarding wide spread communication of city business encouraging, as it is important to include elderly and non-tech using people.

VII. OLD BUSINESS:

A. SHADY LANE TREE REMOVAL

1. Trees currently downed by Avista have no commercial value
2. Avista will cut into fire wood rounds and remove from Shady Lane at no cost to city.

Sena introduced a **MOTION** to allow Avista to cut downed trees into logs, remove from Shady Lane, and move to private residence for storage, at no cost to city; the **MOTION** was seconded by C. Bofenkamp. All council members approved, and the **MOTION** passed.

B. ST. ELMO UPDATE: Haley&Aldrich

1. Submitted an initial scope of work report
2. Want to add a rate sheet for subcontractors
3. Working on standard terms and conditions
4. Matching funds letter review
5. Budget committee confirmed funds available for match

C. FINAL POLICE TASK FORCE DISCUSSION:

1. Interested in options for oversight
 - a) Assistance with audits
 - (1) Current policies
 - (2) Procedures
 - (3) Financial

C. Sena introduced a **MOTION** to recommend the Mayor retain and promote Officer Anderson to Chief of Police, the **MOTION** was seconded by C. Barrington. All council members approved, and the **MOTION** passed.

C. Sena introduced a **MOTION** to pursue comparing oversight costs in reviewing police department activities; the **MOTION** was seconded by C. Barrington. All council members approved, and the **MOTION** passed.

VIII. NEW BUSINESS: NONE

COMMITTEES:

Policy and Administration - Chair Barrington:

No report

Budget, Finance, & Major Acquisitions - Chair Bofenkamp:

Currently reviewing budgets, including requests from Public Works. Next week looking at possible sources for police oversight funds. ARPA funds available for water fountain upgrade.

Streets, Properties, & Facilities - Chair Deerkop:

No report.

Personnel - Chair Brink:

C. Brink announced that he will be stepping down at the end of year.

Water and Sewer - Chair Slinkard:

Next step to apply for funding in Jan/Feb and find real estate agent for the project.

Joint Fire Board - Chair Sena:

Fire truck arrived: new signage and LED lights installed. This new equipment can be refitted to other trucks in the future

IX. MAYORS REPORT: No report

X. ALLOW PAYMENT OF BILLS: C. Bofenkamp introduced a **MOTION** to allow the payment of bills, with the exception of transaction #3228; the **MOTION** was seconded by C. Brooks. All council members approved, and the **MOTION** was passed.

The following checks were approved for payment:

Claims paid	Ck# 13471-13478, 13480-13484	\$24,924.58
Payroll paid	EFT	\$1,967.95

XI. ADJOURN: C. Sena 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 8:18 pm

APPROVED: _____

ATTEST: _____

DATE: _____

DRAFT