PALOUSE CITY COUNCIL

Public Hearing: Avista Gas Line & Regular Council Meeting May 9, 2023, @ 7:00 PM Palouse Community Center | 220 E Main St.

CALL TO ORDER:

Mayor Tim Sievers called the Avista Gas Line Public Hearing to order at 7:00 pm.

ROLL CALL:

Deputy Clerk Kelsey Blair took Roll Call.

Councilmembers present: Sarah Bofenkamp, Bill Slinkard, Leslie Sena, Samuel Brink, Travis Deerkop, Robert Brooks, and Ann Barrington

Councilmembers absent: none

City staff present: City Administrator (CA) Misty La Follett, Public Works (PW) Superintendent (Supt) Mike Wolf, Police Officer Joel Anderson, and Deputy Clerk (DC) Kelsey Blair

Avista Gas Line Public Hearing:

Todd McLaughlin, Environmental Specialist with Avista provided copies for the public of the State Environmental Policy Act (SEPA) Environmental Checklist, Joint Aquatic Resources Permit Application (JARPA) Form, Shoreline Impact & Habitat Assessment, Wetland & Stream Assessment, Custom Soil Resource Report, Park Restoration Plan and Franchise Agreements and Easement.

Mr. McLaughlin summarized that Avista is proposing to directional drill (bore) a new 4" steel natural gas pipe under the Hayton Green Park, under the Palouse River, and under the Lion's Club Park. This will replace an existing 2" pipe that is attached to the upstream side of the Bridge St. bridge that is owned by WS DOT. The old 2" pipe will be abandoned in place.

Questions that were asked and Answers:

Q. How close to the pool will the new pipe be, in case of future pool expansions, we would not want a gas pipe in the way.

A. Mr. McLaughlin explained that Avista would stay within their existing right-of-way easement.

Q. Is it common practice to have gas lines under waterways?

A. Mr. Mclaughlin explained that it is common. Having gas lines on the upriver side of the bridge is a red flag. When bridge repairs happen, it disrupts service. Going under waterways is the typical process now.

Q. When will this happen?

A. In the fall. Mr. McLaughlin took note that it is important that this does not interfere with the dates reserved for Palouse Days and Haunted Palouse.

Q. What if there is a leak in the gas line?

A. Avista has a robust leak detection program. They follow NERC Standards and must have a leak fixed within 48 hours.

• Councilmember Brink introduced a **MOTION** for the City of Palouse to issue a Determination of Non-significance to the Department of Ecology, the **MOTION** was seconded by Councilmember Slinkard. All council members approved, and the **MOTION** passed.

The Public Hearing Adjourned at 7:34 pm

CALL TO ORDER:

Mayor Tim Sievers called the regular Council Meeting to order at 7:34 pm.

APPROVAL OF MINUTES:

Officer Anderson asked to have the word "driver" at the top of page 2 corrected to "passenger" and the phrase "Whitman County does not extradite for that", corrected to "Whitman County cannot extradite for a Spokane only warrant.". The changes were made.

 Councilmember Sena introduced a MOTION to approve the minutes from the regular council meeting on April 25, 2023, as amended, the MOTION was seconded by Councilmember Bofenkamp. All council members approved, and the MOTION passed.

PUBLIC WORKS REPORT:

Supt Mike Wolf presented his report to the Council

Water:

- 4 meters have been replaced and 5 more meters need to be replaced.
- Installed two new water hookups at the Cottages.
- There is a typo on the PW report (attached). Public works has one 3/4" and five 1" mechanical meters left. Mechanical gear-driven meters are becoming obsolete.

Sewer:

- The WWTP microbe numbers are starting to stabilize
- A lift pump at the main station is having problems. It should only run about 2 hours per day but it is running around 7 hours per day. KME is going to pull it and see what is wrong.
- Question was asked about Mr. Fealy's certification. It has been applied for, but have not heard back, it can take 60 days.

Pool:

- A citizen volunteer will install the hatch in the roof of the pool house for the pump to be reinstalled.
- The pool repairs are on track to be finished by the end of May.

Fire Station:

• Roofers are installing a new roof.

Streets:

- The gator is having mechanical issues.
- Oiling roads for dust control services are out for bid right now, the bid closes on Thursday 5/18/23

Cemetery:

• In the past, the Boy Scouts used to clean up the cemetery after Memorial Day, but there are no more Boy Scouts in Palouse at this time. Public Works asked if we could send out a call for volunteers on our community email.

POLICE REPORT:

Officer Anderson presented his report to the Council.

19 calls for service and 4 callouts

81 traffic stops, 5 infractions

- 5 citations issued for expired tabs and/or no proof of insurance.
- Call out for a neighbor dispute. Both parties were yelling at each other. This is an ongoing situation. Both have been given final warnings.
- A welfare check that turned into a lift assist involving EMS.
- A report of a male walking around in his underwear. Officer Anderson is familiar with the male and the reporting party. When Officer Anderson questioned the male, he said he was wearing athletic shorts. The incident is turned over to Community Action for administrative action.
- Council asked Officer Anderson about the School District's monthly meetings on Threat Assessments. Officer Anderson told the council that he will be attending the next one.

^{*}The full Public Works report is attached to the minutes.

*The full Police Department Report is attached to the minutes.

CITY ADMINISTRATOR / DEPUTY CLERK REPORT:

Verizon

• Verizon has chosen a location for a cell tower and is asking the city for a road easement. There is not a lot of detail to what is being asked for. This is tabled until an official proposal is submitted. CA LaFollett will follow up.

Fire/EMS

• The proposal of Fire/EMS purchasing the Journey from public works and Public Works purchasing the Durango from the Police Department is tabled until the next meeting.

Meeting WA State Representatives

• The CA LaFollett and Councilmember Barrington have a meeting scheduled with Mary Dye, WA State Representative, and Joe Schmick, WA State Representative.

OLD BUSINESS:

TD&H - F Street Bridge Water Main Repair

- Mr. Utzman asked for payment of pay application #4. This is the final payment to Lohman for \$33,552.62 and a TD&H Invoice for \$5,246.25
- Councilmember Brooks introduced a **MOTION** to authorize the payment of pay application #4; the **MOTION** was seconded by Councilmember Deerkop. All council members approved, and the **MOTION** passed.

Bid Opening for the EMS Vehicle Purchase

- One bid was received from Karmart Nissan. Mayor Sievers read the bid aloud. There was a discussion about Fire/EMS deciding to go in a different direction and no longer wanting to purchase the vehicle.
- Councilmember Deerkop introduced a **MOTION** to reject the bid from Karmart Nissan; the **MOTION** was seconded by Councilmember Bofenkamp. All council members approved, and the **MOTION** passed.

Legislative Agenda

- Council discussed the draft copy of the Legislative Agenda
- Councilmember Sena introduced a **MOTION** to accept the Legislative Agenda; the **MOTION** was seconded by Councilmember Slinkard. All council members approved, and the **MOTION** passed.

Community Economic Revitalization Board (CERB) Grant Update

• CA LaFollett and Councilmember Barrington met with a representative from CERB about applying for grant money to fund a feasibility study for the St. Elmo. The application is due by May 30th and a presentation in front of the CERB board would happen on July 20. If awarded, there are 6 months to come up with the matching funds. Council and the Mayor would like to talk to local partners so it doesn't come from the city budget.

NEW BUSINESS:

Wholesale Location

- Palouse Brewery has applied to be a distributor/wholesaler in Idaho. City approval of the Wholesale Location is needed.
- Councilmember Brink introduced a **MOTION** to approve the Palouse Brewing Company's wholesale location, the **MOTION** was seconded by Councilmember Sena. All council members approved, and the **MOTION** passed.

Varela & Associates – WWTP Engineering firm

- Varela has submitted Amendment No. 1 to the Owner-Engineer Agreement. This amendment changes the scope of work and reallocates the funds to focus on the tasks that the council wants Varela to focus on.
- Councilmember Slinkard introduced a **MOTION** to adopt Amendment No. 1 to the Owner-Engineer Agreement the **MOTION** was seconded by Councilmember Deerkop. All council members approved, and the **MOTION** passed.

COMMITTEE REPORTS:

Policy & Administration - Chair Barrington:

• Chair Barrington has received a response from the Municipal Research and Service Center of WA (MRSC) regarding the question she had asked about the relationship should be between the Planning Commission and the City Council. Chair Barrington is going to forward the response to the Mayor and Councilmembers.

Budget, Finance, & Major Acquisitions - Chair Bofenkamp:

No Report.

Streets, Properties, & Facilities - Chair Deerkop:

• A convex mirror has been purchased for the intersection of Sqt. Jake Demand Way and Alder St. Supt. Wolf is checking with Avista about mounting it to their pole.

Personnel - Chair Brink:

No Report

Water and Sewer - Chair Slinkard:

 Chair Slinkard researched the smart meters with leak detection versus the AMR drive-by radio read. The cost difference between the two meters is not much, but the cost difference in the software and annual maintenance fees is very significant. Chair Slinkard recommends going with the AMR drive-by read meters. Although they won't have leak detection, they will get read over the winter, so leaks will not go unnoticed as long.

Joint Fire Board - Chair Sena:

No Report

OPEN FORUM:

• Michael Echanove let the council know that the Palouse Brownfields redevelopment project has been nominated to win the Phoenix Award, a national recognition for a successful project. The Palouse Brownfields redevelopment project was also 1 of 3 success stories that were presented at the Northwest Environmental Business Council conference in Tacoma. The Palouse Brownfields redevelopment project will be featured in the July issue of Public Management Magazine.

EXECUTIVE SESSION:

At 9:10 pm Council entered into an executive session to discuss Personnel Issues. The executive session adjourned at 9:20 pm

MAYOR'S REPORT:

 Mayor Sievers met with Sam Snead, SJ Environmental, for an update on the wastewater treatment plant. Things are going well and making progress.

ALLOW PAYMENT OF BILLS:

Councilmember Brooks introduced a MOTION to allow the payment of bills; the MOTION was seconded by Councilmember Sena. All council members approved, and the MOTION passed.

The following checks are approved for payment:

Claims paid Ck# 13108, 13110, 13112-13127

\$18,107.14

Payroll paid

Ck# 13097-13107, 13109, 13111 & EFT

\$37,793.94

ADJOURN:

Councilmember Slinkard MOVED to adjourn; Councilmember Deerkop seconded the MOTION: All council members present approved, and the MOTION passed.

The council meeting Adjourned at 9:24 pm					
APPROVED: Juntallan Siever					
ATTEST:					
DATE: 5/23/23					

Public Works Superintendent Council Report

Date: May 04, 2023

(Keep in mind this is 5 days from each council meeting)

WATER:

We read meters last week and found 2 more meters that stopped working over the last month.

Mike and Walter have been replacing meters this week as time allows. We have used all of our 3/4" meters with 7 replacements and 2 new installs and are short a meter. Our digital meter at the school we replace the digital head thinking that was the problem but that didn't change anything so the meter on the line will need to be replaced. I'm not sure of the cost of that since it is a special meter.

One residence has a 2" meter so the cost will be around \$2000.00 to replace the meter.

Cubic feet direct read meters are getting hard to find now as the companies are switching over to radio read meters. Our supplier is getting the direct read meters out of their Tri Cities store until they run out of stock. We might have find another supplier to see if we can get direct read meters in the future.

We have enough 1" meters to last us for a while but our $\frac{3}{4}$ " meters are out. There are six $\frac{3}{4}$ " meters in Spokane so they'll bring those down so we have a few replacement meters on hand.

SEWER:

The sewer plant numbers are about stabilized now meaning we are cutting back on wasting. SJ Environmental is coming every Monday down to once a week.

RECYCLING BIN:

The residents are filling up the bin every week so we are receiving a new bin every week.

5/9/22

SHOP:

The gator is starting to fall apart on us as we lost the drive belt on it yesterday. Everything needs to be replaced on it. We're going to have way more money into it than what it's worth.

CEMETERY:

Evan has been working hard to get the cemetery looking good for Memorial Day. Is it possible tosend out a list serve for volunteers to help with the cemetery?

PARKS:

We opened the restrooms last Thursday.

FIRE STATION:

Iron Development was supposed to start on the roof replacement yesterday but I didn't see them around so hopefully they'll be here today.

POOL:

We got a quote for the roof hatch from Iron Development. The quote was \$14,984.29. Fred Spencer our volunteer is going to go draw some plans and the price will be considerably less.

Derek Socci from Specialty Pump Services called and said the pump is about done and are waiting for construction on our end.

STREETS:

We've sold a little bit of gravel.

We've fixed some of the arterial streets that had bid potholes in them.

5/9/23

Palouse Police Department report for Palouse City Council meeting May 9, 2023:

Nineteen calls for service and four calls outs since last council.

81 traffic stops resulting in five infraction citations issued since last council.

230421-01 — While working pro-active traffic enforcement I stopped a vehicle for an unreadable plate as the sides of the plates were curling up into the middle obscuring the digits. Upon inspecting the plate it was determined the plates expired in October of 2020. Citation issued for expired tabs over 2 months.

230422-01/02 — While off duty and on call I responded to a verbal dispute between neighbors on the north hill. This is an ongoing neighbor dispute covering property lines and allegations of ordinance violations by both parties. Upon speaking with both sides I cleared the area after about half an hour of attempting to calm the persons involved. About three hours later I received a call from Whitcom and one of the other parties advising it had escalated to one half advising 911 they would defend themselves and their property with a gun if they had to. I responded and requested WCSO deputy respond as a show of force and back up. Upon arrival one party was pacing back and forth on the street in front of the other parties residence while yelling at them. Both parties shared video of the other. An articulable case could be made for a disorderly conduct based upon the video I watched. However, based upon the totality of the circumstances, I chose to document the incident and give warnings to both sides. Any further instances of "any person using abusive language and thereby intentionally creating a risk of assault" will result in the charge of disorderly conduct and booking into jail of any person that engages in that behavior.

230424-02 — While working pro-active traffic enforcement I stopped a vehicle on the north hill for expired tabs of 09-2022. Subject had no proof of insurance and had bought the vehicle ten days prior. Citation issued for expired tabs over two months and no proof of insurance.

230426-02 – Dispatched to a welfare check on the south hill where the reporting party advised she could see an adult female on the ground in her backyard not moving. Once given the address I knew immediately who it was from multiple previous contacts involving EMS lift assists. I drove to the location and contacted the neighbor and the victim the backyard. I secured the victims dogs inside the house and requested EMS respond for assistance getting the person on their feet and back into the warmth of their home as they advised they were not physically injured. I procured blankets from within the house and put them on the victim while waiting for EMS to arrive. Once EMS arrived I assisted in lifting the person to their feet and getting them situated back into their house.

230428-03 – While working pro-active traffic enforcement I stopped a vehicle for expired tabs over 2 months. I contacted the driver who advised he could not show his proof of insurance because he had internet issues on his phone. The adult male advised he could not purchase current tabs until 5-3-23 as

that was when he would get paid. As of 5-4-23 the male has not sent me picture of proof of insurance and his tabs are still expired. Male made no attempt to contact me despite being given my cell and email address. Citation issued for expired tabs over two months and no proof vehicle insurance.

230428-04 — While on pro-active patrol I stopped a vehicle for having a suspended registration for no vehicle insurance out of Idaho. Contacted the driver who advised she had just gotten her license back the previous day after having been cited for DWLS and no insurance in Pullman two weeks earlier. The driver continues to drive with no insurance despite having her registration suspended for that exact reason. Citation issued for no proof vehicle insurance.

230428-05 — While on pro-active patrol I observed a vehicle at a high rate of speed rounding the corner at Tidwell on SR27 coming into Palouse. I estimated the speed, based upon twenty two years of training and experience running radar to be at over 50MPH in a 35 MPH zone. I observed the right side tires leave the travel portion of the roadway as the driver was having trouble controlling the vehicle at that speed on a curve. I caught up to the vehicle five blocks down the road and contacted the eighteen year old driver. The driver did not have vehicle insurance. Citation issued.

230403-01 — While off duty and on call, Whitcom called me at 0550 hours to advise a resident in the Palouse Cove housing complex was reporting an adult male fellow resident walking from one apartment to another in his underwear. I put on my uniform and drove to the location. I attempted to make contact with the person at his apartment but there was no answer to the doorbell. I am familiar with both the reporting party and male as they have an ongoing neighbor dispute of over two years. I made contact with the male later in the day. He advised he was wearing athletic shorts and alleged the other half swears and makes obscene gestures from her porch at him. I forwarded the complaints to the manager of Community Action Network for any administrative action they may want to take. The crime of Indecent Exposure requires an individual to "intentionally make any open and obscene exposure of his or her person." Walking outside in your underwear, while inappropriate and odd, is not a crime.

230502-03 – While on duty and working patrol I heard Whitcom page and dispatch Palouse FD to a fire alarm at a business on the south hill. I was in the area and responded within seconds. I contacted employees at the location who advised it was a false alarm and requested help in canceling the alarm. I had Whitcom cancel the fire department page.

Inventory of PD, Dodge Durango, and Dodge Journey completed. Results forwarded to Misty per her request.

MPO Joel Anderson

05/03/23 15:29			ce Department port, by Incident	Number P	1100 Page: 1
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RESOLUTION NO. 2023-14

A RESOLUTION AUTHORIZING THE SALE OF THE CITY PALOUSE PROPERTY SURPLUS FOR THE CITY'S NEEDS

WHEREAS, there are certain items of City property and equipment surplus to City needs; NOW, THEREFORE,

THE CITY COUNCIL OF THE CITY OF PALOUSE, WASHINGTON, hereby resolves as follows:

<u>Section 1.</u> The items of City property and equipment listed in Exhibit A, attached hereto, are declared surplus property, and the City staff, at the direction of the Mayor, is authorized to sell such property at a price that is in the best interest of the City.

Section 2. The City staff is hereby authorized to dispose of said surplus property through one of the following methods:

- a. By transfer to a governmental agency.
- b. In trade as credit toward the purchase of a like article.
- c. By sale through competitive sealed bid, public or private sale, consignment, or internet auction.

PASSED AND ADOPTED by the City Council of the City of Palouse on this 23rd day of May 2023.

COUNCIL MEMBERS:	APPROVED:
Seat 1 Seat 2	MAYOR Suver
Seat 3 Seat 4	CITY ADMINISTRATOR
Seat 5 Seat 6	
Scott 7	

EXHIBIT A RESOLUTION NO. 2023-14

Year/Make/Model	VIN#	Estimated Value
2013 Dodge Journey	3C4PDDBG9DT615000	\$5,000.00

RESOLUTION NO. 2023-15

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PALOUSE, WASHINGTON, AUTHORIZING THE SUBMISSION OF AN APPLICATION FOR A COMMUNITY ECONOMIC REVITALIZATION BOARD GRANT IN THE APPROXIMATE AMOUNT OF \$50,000.00 FOR A FEASIBILITY STUDY FOR THE RESTORATION OF THE ST. ELMO BUILDING IN PALOUSE, WASHINGTON.

WHEREAS, Community Economic Revitalization Board (CERB) funds are available to support feasibility and planning work in furtherance of economic development; and

WHEREAS, the City Council desires to pursue an objective feasibility study analysis to restore the St. Elmo building, located at 130 E Main Street, Palouse, Washington. This study will help determine the cost of restoring the building and the possibility of turning the building into a multi-use building for the benefit of the residents of Palouse.

WHEREAS, the CERB Project represents a commitment to resources toward enhancing the vitality of the area and expansion of economic and employment opportunities of the City of Palouse, together with increased tax revenues; and

WHEREAS, in the event the application for CERB funding is approved and the grant is accepted by the City of Palouse, the City of Palouse will comply with all applicable federal and State requirements in regard to the environmental impact of the project; and

WHEREAS, the project will not result in the transfer/relocation of jobs from one part of the State of Washington to another; and

WHEREAS, the matching portion of the grant is a minimum of 20% of the project amount. The City of Palouse will investigate and evaluate options for joint participation in the matching obligations with the CERB grant; and

WHEREAS, the City of Palouse finds that an application should be submitted for consideration by CERB and that such submission will promote economic development within the City of Palouse.

NOW THEREFORE, BE IT RESOLVED that the City Council of the City of Palouse, Washington, as follows:

- 1. That the Mayor, or his/her designee, is hereby authorized to submit an application to the Community Economic Revitalization Board, for and on behalf of the City of Palouse, for CERB funding in the approximate amount of \$50,000.00 for the CERB Project; and
- 2. That the (Chief Executive Officer) is hereby further authorized to provide such additional information as may be necessary to secure approval of such application; and
- 3. That, in the event such application is approved, the Mayor is authorized to enter into an agreement for such funding; and

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4. That this Resolution shall be effective upon passage and signatures hereon in accordance with law.

PASSED AND ADOPTED by the City Council of the City of Palouse on this _____ day of May 2023.

Seat 3

Seat 4

APPROVED:

APPROVED:

MAYOR

APPROVED:

MAYOR

MAYOR

ATTEST:

CITY ADMINISTRATOR

PO Box 248 • 120 E Main St Palouse, WA 99161 509-878-1811 • Fax 509-878-1320

Legislative Agenda

The City of Palouse is a vibrant, welcoming community, and we strive to serve our citizens by upgrading critical infrastructure and building on our City's signature features. Below are our legislative priorities for the next biennium.

Water Treatment Plant

To comply with Department of Ecology regulations and protect the Palouse River watershed, the City of Palouse is looking to update our wastewater treatment facility to reduce the effluent temperature and levels of dissolved inorganic nitrates. In 2019 this project was billed at \$18.5 million, and costs have since escalated to greater than \$20 million. The City has increased water and sewer rates, but with just 438 units in our community, other solutions are needed to cover the anticipated increase in costs. Our goal is to provide the citizens of Palouse with effective and reliable wastewater services that also protect our natural environment.

Palouse City Pool

The Palouse City Pool has been a mainstay in the community since it was constructed in the 1960s, but it is showing signs of significant deterioration. For children and adults alike, the pool offers a delightful respite in the summer months. But in addition to fun, the pool is a safe place for young people to spend time and learn life-saving water skills. In a rural community like Palouse, with limited opportunities, the pool is a central gathering place for the youth in particular and helps keep them out of mischief. As a City, we want to revitalize this valuable asset to our community by upgrading the existing pool and locker room spaces and adding a separate shallow pool for smaller children to enjoy.

Economic Development

Main Street is a vital component of our community and we want to support citizens in starting local businesses in safe, habitable facilities. As is common in many rural areas, the older buildings of Main Street require more care and cost for upkeep. Palouse has several older downtown buildings that are either not in use or in disrepair. We are actively looking into ways the City can help with determining whether downtown buildings are salvageable and how they can be used to increase the economic prosperity and vibrancy of our community.

Affordable Housing

We support the Association of Washington Cities' priority to make cities in Washington more affordable with a systemwide approach of funding, zoning, and regulatory streamlining. The population of Whitman County and the City of Palouse will continue to grow, and more affordable options are needed— especially considering the increases in housing prices that have made quality housing unaffordable for working-class families and seniors on fixed incomes. We are looking for creative solutions to provide more options to our citizens and encourage the State to invest resources in meeting this critical need here in Eastern Washington.