

**City of Palouse**  
**COUNCIL MEETING MINUTES**

*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.*

*Tuesday, January 9, 2024*

**CALL TO ORDER:** Mayor Sievers called the meeting to order at 7 PM

Councilmembers\* present at the meeting were Sarah Bofenkamp, Angie Griner, Leslie Jo Sena, Rainy Anderson, Robert Brooks, and Ann Barrington.

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

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

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

**INTERVIEWS AND APPOINTMENT TO VACANT POSITION #4**

**A. INTERVIEWED CANDIDATES AND APPOINTED NEW COUNCIL MEMBER**

1. Six citizens were interviewed
2. Executive session was entered at 8:13 PM
3. Regular council meeting convened at 8:40 PM.

C. Griner introduced a **MOTION** to appoint Molly Quigley to council position #4; the **MOTION** was seconded by C. Brooks. 4 council members approved, 2 voted Nay and the **MOTION** passed.

**APPOINTMENT OF MAYOR PRO TEMPORE**

C. Sena introduced a **MOTION** to appoint C. Brooks to Mayor Pro Tempore; the **MOTION** was seconded by C. Griner. 6 council members approved, 1 Nay and the **MOTION** passed.

**II. APPROVAL OF MINUTES:**

C. Bofenkamp introduced a **MOTION** to approve the minutes from the regular council meeting on December 12, 2023; the **MOTION** was seconded by C. Barrington. All council members approved, and the **MOTION** passed.

**III. PUBLIC WORKS REPORT:** Supt Mike Wolf

- A. Well #3 's pump, motor, and shafts are in Spokane being rebuilt
  - 1. Will take 2 months
  - 2. Running on Well #1
- B. Sewer plant aeration tubes came off, replaced clamps
- C. Fixed lift station valves at sewer plant
- D. Will be plowing as snow is in the forecast

**IV. POLICE REPORT:**

- A. 28 Calls for Service
  - 1. 12 Ordinance related
  - 2. 2 Criminal citations issued
  - 3. 1 infraction held in abeyance until 1-10-24
  - 4. Written report submitted

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

**A. CITY BUDGET:**

- 1. Year-end finalization
  - a) 2023 financial year ends January 20, 2024

**B. TEMPORARY LIQUOR LICENSE**

- 1. The Palouse Community Center has submitted an application for a Special Occasion Liquor License for Palouse Cabin Fever Brew Fest on 2/10/24. There were no objections.

**VI. OLD BUSINESS:**

**A. SHADY LANE**

- 1. The City has applied for a DNR Urban Forestation Grant for the city. Notification of awards will be made by the end of February.

**B. CITY COUNCIL RULES OF PROCEDURE**

- 1. Introduced to new council members
- 2. Will discuss further next meeting

**VII. NEW BUSINESS:**

**A. RESOLUTION NO. 2024-01**

- 1. 2024 Fee Schedule

C. Sena introduced a **MOTION** to approve the fee schedule for 2024; the **MOTION** was seconded by C. Anderson. All council members approved; the **MOTION** passed.

**B. RESOLUTION 2024-02**

- 1. 2024 Salary Schedule

C. Brooks introduced a **MOTION** to approve the 2024 salary schedule; the **MOTION** was seconded by C. Barrington. Six council members approved, C. Anderson abstained, and the **MOTION** passed.

**VIII.COMMITTEES:** No reports due to committee reassignment with new council members

**IX. OPEN FORUM:**

**Cheryl Sanders:** Asked what upcoming \$100,000 loan payment was for. CA La Follett said it covers the F St. Bridge repair and the looping main water project.

**X. MAYORS REPORT:**

**A. CONGRESSWOMAN CATHY McMORRIS RODGERS VISIT**

1. The Mayor and C. Barrington had a productive meeting with the Congresswoman and her staff, and discussed:

- a) Sewer plant
- b) St. Elmo Project
- c) Appropriations Requests for Sewer Plant

**B. HALEY & ALDRICH**

- 1. Scope of services via Ecology Dept
- 2. CERB grant
- 3. First quarter reports: structural and ecological
- 4. Will provide a timeline of funding usage

**C. RAILROAD REPs**

- 1. Currently working to activate the railroad from Idaho to Washington
- 2. Feb. 13, 2024 will give presentation to council

**D. BODY CAM FOR PD**

- 1. Currently writing grant for purchase, due in March

**E. TREE LIGHTING CEREMONY**

- 1. Thanks to all who made it happen
- 2. Plan to have it again next year

**F. YEAR IN REVIEW**

- 1. Currently writing

**XI. ALLOW PAYMENT OF BILLS:**

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

The following checks were approved for payment:

Claims paid	Ck# 13630; 13633; 13635	\$8,165.74
Payroll paid	Ck# 13622-13629; 13631-13632	\$36,147.54
Total:		\$ 44,313.28

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

The council meeting Adjourned at 9:31 PM.

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

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

DATE: \_\_\_\_\_