

City of Palouse
COUNCIL MEETING MINUTES
Tuesday, February 13, 2024

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 Sievers called the meeting to order at 7 PM

Councilmembers* present at the meeting were Sarah Bofenkamp, Leslie Jo Sena, Molly Quigley, Rainy Anderson, and Robert Brooks.

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

I. ROLL CALL: DC Gaber took attendance; C. Barrington and C. Griner were absent.

C. Sena introduced a **MOTION** to excuse both C. Barrington's and C. Griner's absences from the meeting; the **MOTION** was seconded by C. Quigley. All council members approved, and the **MOTION** passed.

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.

II. APPROVAL OF MINUTES:

C. Anderson introduced a **MOTION** to approve the minutes from the regular council meeting on January 23, 2023; the **MOTION** was seconded by C. Brooks. All council members approved, and the **MOTION** passed.

III. GUEST PRESENTATION: WI&M RAILWAY

A. Owners: John Howell, Jason Hill, and Maddie Farnsworth

B. Intend to move logs from Bennett Lumber in Princeton, Id. through Palouse to Spokane.

C. Working with WDOT and SS&P (Spokane, Spangle, and Palouse RR) on possibly transferring train cars in Palouse utilizing existing interchange point. Discussion ensued

D. Potential use of Whitman St. track:

1. Initially, train through town once weekly with 5-7 cars, could increase to multiple times weekly

2. Most often in daylight hours, generally 9 am to 5 pm

3. 10 MPH in city limits, 25 MPH outside of the city

E. Motto: Safety First

1. Operation Life Saver can present safety info

2. Provide ongoing education, including at the school

F. RR construction/upgrade would occur in the spring

IV. PUBLIC WORKS REPORT: Supt Mike Wolf

- A. Placed fence around St. Elmo
 - 1. Moved handicap parking to the south, in front of library, ramp will be added
- B. Sidewalk repair bid
 - 1. In front of Needful Things and Palouse Family Foods
- C. Repaired STOP sign and put up at Heritage Park
- D. F Street Bridge passed inspection
- E. Replaced lights on Bridge St., on each side of the bridge, with LED bulbs
- F. Evan painted Mayor's office
- G. Walter completed pesticide recertification
- H. Mike completed water recertification
- I. Replacing rusted lids on water meter boxes

V. POLICE REPORT:

- A. 22 Calls for Service
 - 1. 2 Ordinance related
 - 2. 2 Criminal citations issued
 - 3. 2 Infractions issued
 - 4. 2 call outs
 - 5. Thank you to City for paying for additional Deputy for Brew Fest
 - a) Additionally, 2 Deputies on duty made rounds through Palouse
 - b) 2 arrests were made for DUI's

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

A. VERIZON TOWER:

- 1. Council approved placement of tower on city property
 - a) Board of Adjustments will need to consider the application

B. LIQUOR LICENSE RENEWAL:

- 1. For Caboose, council has no objections.

C. BUDGET:

- 1. Need for water rate increase
 - a) Will cover debt from infrastructure improvements and emergency repairs
- 2. Thanks to Budget Committee members for drafting letter to residents

D. CONGRESSIONAL MEETINGS: Olympia, Wa

- 1. Positive meetings with Representative Joe Schmick, Representative Mary Dye, and Senator Mark Schoesler

E. NEW WEBSITE: www.palousewa.gov. Check it out, looks great!

VII. OLD BUSINESS:

A. CITY COUNCIL RULES OF PROCEDURE

- 1. Discussion occurred
- 2. Will continue to discuss in the future

B. ST. ELMO

- 1. Letter sent out to residents with results from initial study
 - a) Seismic Evaluation and Report
 - b) Determined that the St. Elmo, in its existing state, represents a threat to public safety
 - c) Fence put up around St. Elmo for public safety
 - d) Other funding opportunities may be available
 - e) ****COMMUNITY MEETING MARCH 7th**
 - (1) ****Community Center 6:30 pm****
 - (2) Hailey&Aldrich will present Seismic Evaluation and talk about current situation

VIII. NEW BUSINESS: None

IX. COMMITTEES:

Policy and Administration - Chair Barrington:

Please email any suggestions to C. Sena and C. Barrington.

Budget, Finance, & Major Acquisitions - Chair Bofenkamp:

Budget meeting Jan 29th, went well. Thanks to Budget Committee new members for help drafting letter to residents regarding water rate increase.

Streets, Properties, & Facilities - Chair Brooks:

First meeting went well. Recommended handicap parking spot be relocated to front of library

Personnel - Chair Sena: no report

Water and Sewer - Chair Griner:

Ecology Meeting-Feb 26th, 4:30 pm

Joint Fire Board - Chair Anderson:

No report

Youth Advisory Board – Chair Bofenkamp:

3 members at the moment, not meeting quorum.

X.OPEN FORUM:

Michael Echanove: Opposed to City accepting loan offered by Washington State Dept. of Ecology due to repayment (with 1.6% interest) creating possible \$60 increase to water bill. Public comment period open until March 4th.

Bruce Pemberton: Downtown during Brew Fest, well attended with no handicap parking problems. Police Chief Anderson doing a great job, community lucky to have him. All city employees are invited to the senior lunch. Take care of your public servants to keep them!

Barb Hodson: Thank you very much for mailing out the Palouse Pulse. Would like more police presence downtown. Brown water in home, please communicate to solve issues.

Cheryl Sanders: Opposed to water rate increase. Wants to look closely at budget including line items and salaries.

X. MAYORS REPORT:

A. SEWER PLANT

1. Model Project – Prineville Ore

a) Treats wastewater at plant then to wetlands to finish treating wastewater

2. Investigating possibilities with Ecology

B. SPIRIT OF PALOUSE AWARDS

****Sunday, MARCH 3rd, 3 pm Community Center, All are WELCOME****

C. PALOUSE PULSE

1. Completed, mailed out to 99161 residents

2. Would like to produce regularly...schedule to be determined.

D. PLANNING COMMISSION:

1. Met with Chuck Stemke

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

The following checks were approved for payment:

Payroll paid	Ck# 13669-13680	\$ 31,335.22
Claims paid	Ck# 13681-13702	\$ 34,942.21
Total:		\$ 66,277.43

XI. ADJOURN: C. Bofenkamp 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 8:33 PM.

APPROVED: _____

ATTEST: _____

DATE: _____

DRAFT

Public Works Superintendent Council Report
Date: February 08, 2024

WATER:

We reset a couple of water lids by the cemetery that was by the snow plow.

SEWER:

We flushed out a couple of sewer mains on J Street.

ARTERIAL STREETS:

We've back bladed and hauled gravel for the potholes on the graveled streets.

STREETS:

We made up 35 5 gallon buckets of concrete with posts for the fencing at St. Elmo. We now have all of the supplies to make the fence. Just waiting for the go ahead to put it up.

We moved the handicap parking space from the end of the block to the middle of the block in front of the library as the handicap space will no longer be usable after the fence goes up. Waiting for a ramp which should be here today.

Mike met with Willy Woltering about the sidewalks in front of the Community Center and the store. He will get us and estimate shortly. Curtis concrete is also supposed to come and look and give an estimate.

We put the STOP sign back up at Heritage Park.
The F Street bridge got inspected last week by the county.
Replaced the lights on the state bridge this week.

MAYOR'S OFFICE:

Evan has been working hard cleaning out the office space, prepping and painting. We put base molding down yesterday and may start putting furniture in today. It has taken a fair amount of time working on this project.

OTHER:

Walter took a pesticide recertification webinar and is done for the year.
Mike took a recertification webinar for water and has 3 more to do for the year.

SHOP:

We did some minor maintenance repairs to the backhoe and snow plow.

Palouse Police Department report for Palouse City Council meeting February 13, 2024:

Twenty two calls for service with two calls related to ordinance violations since last council.

Two criminal cites and two infractions issued.

Two callouts in last three weeks.

240120-01 – While off duty and on call I received a call from Principal of GarPal High School advising their BARK system sent her an email alerting her to a google search conducted on a laptop issued to a student that were related to “how to overdose” and “what does overdose feel like.” I drove to the student’s residence and attempted contact but no one was home. I called and text both the student’s mother and mother’s boyfriend leaving messages about the concern. Neither returned my inquiries. I am familiar with the student and am aware of previous attention seeking incidents via the internet. Student continues to attend the school and it has been determined the student is not a viable threat to harm themselves.

240124-02 – While on pro-active traffic/parking enforcement I documented a parking violation in which an Idaho license plated vehicle had expired tabs since 04-2023 parked on public roadway. I placed an orange parking violation subject to immediate impound sticker on the front window. I attempted to call the registered owner but phone number was no good. I text the number for the resident the vehicle was parked in front of with no response. After five days the vehicle was impounded. Registered owner’s son called to retrieve vehicle. Explained to him legal requirements for licensing vehicle when living in Washington. Advised him to get another out of state plated vehicle he has licensed with WA plates.

240124-03 – While on pro-active traffic enforcement patrol I observed a vehicle fail to signal three times that also had a non-functioning right brakelight. I stopped the vehicle and determined the driver had a suspended driver license for failure to pay four outstanding tickets. I had issued two of the tickets three months prior after giving the driver three days to get insurance and current tabs. They did not comply. Vehicle impounded due to driver arrest for suspended. Criminal citation issued for DWLS and infraction issued for no vehicle insurance. Follow up ten days later revealed the driver finally paid off the tickets that dated as far back as 05-2022 in order to get her license reinstated. Driver also has valid insurance now.

240125-01 – While on pro-active traffic/parking enforcement I documented a parking violation in which the vehicle was parked on the public roadway with expired tabs over 45 days. I text the registered owner and advised him of the violation and that he needed to get current tabs or remove it to private property. Owner text back saying former spouse would not sign title over to him which prevented him from selling it as it has mechanical issues. Owner stated he would not be moving it and to impound it. I impounded the vehicle five days later.

240126-01 – While on patrol I received a call from a citizen advising their vehicle was struck by an unknown person the night before while parked on the west side of GarPal School. Citizen discovered he damage the next morning. Citizen already contacted the school and learned no cameras covered the area the hit and run took place. Documented incident for insurance purposes and gave case number.

240130-01 – While on pro-active traffic enforcement patrol I stopped a vehicle for a non-functioning taillight and expired tabs from 7-2021 on an Idaho plate. Further investigation revealed the driver has lived in Pullman for the past three years and had not properly licensed his vehicle with WA plates. Infraction issued for expired tabs over two months. I advised driver to get WA plates before his court date to show the judge compliance.

240130-02 – While on pro-active traffic enforcement patrol Marshal Handley advised me he observed a Suburban with no plates traveling through Palouse. I asked him to stop the vehicle and I would respond as I have previously had conversations with the owner of the vehicle not to park or drive the vehicle until it was legally licensed with WA plates. I arrived and determined the driver has placed an improperly filled out and expired trip permit on the back window which was not visible due to heavy tinting. The display of an illegal trip permit is a gross misdemeanor. Criminal citation issued for Violation of Use of Trip Permit. Infraction issued for no vehicle insurance. I ordered the driver to return the vehicle back to the driveway on E Mohr St until it was properly licensed.

240205-01 – While on patrol I was requested to respond to GarPal School by the Principal to take part in a threat assessment of a high school student after it was determined the student had conducted google searches about “how to make bomb out of household products.” I met with the school admin and the student’s mother to assess if this was a legitimate concern or if other extenuating circumstances existed. Based upon the totality of the circumstances to include interview and statement from student and teacher involved it was decided the search was conducted after a discussion between student and teacher and therefore, was unfounded.

240206-02 – While off duty and on call I responded to report of a two car “t-bone” collision with injury in the 400 block of E Main St. Upon arrival I learned the collision actually happened two hours earlier in which a vehicle was backing out of a parking spot in front of the grocery store and struck a vehicle in the driver side door. The “victim” was now calling in to report back pain after initially exchanging information with the other driver. The “victim” was evasive and not forthcoming when trying to get the other driver information. I was able to develop information on my own as to the other vehicle involved based upon a picture sent to me of the collision earlier in the night by a citizen. I contacted the other driver and learned that as she was backing out of the parking space the other driver had drifted into the eastbound lane while traveling westbound. This explained why the “victim” vehicle had driver side door damage instead of passenger side door damage. The “victim” driver told the other driver she was on her phone and had been drinking due to coping with ongoing back pain. The “victim” driver requested the police not be called and neither party had insurance. Therefore, the “victim” driver was actually the causing driver as the vehicle backing out only has to yield to the same lane they are backing into. There was no damage to the rear of the true victim driver as she was driving a heavy duty GMC Yukon.

240207-02 – While on patrol I responded to a confrontation between a resident at Palouse Cove Housing Complex and the driver of a vehicle the resident did not recognize. The resident tried to take a picture of the unknown person’s vehicle plate and this escalated into a verbal dispute. Upon arrival I was able to determine the unknown person was a caregiver with an organization that is contracted to assist some of the residents. The resident who called in advised she has never seen any caregiver at that time of night in the complex. I advised both parties to just call me or 911 to report suspicious activity or arbitrate a disagreement rather than possibly escalate into a physical confrontation.

1-25-24 - Principal Krause-Ayers requested I attend the monthly Palouse School Board meeting as she wanted to recognize law enforcement and the partnership between GarPal School and the Palouse Police Department. I was unable to attend but was presented with a generous goody bag of treats from Principal Krause-Ayers a few days later. I value the support and relationship I have with Principal Krause-Ayers and Superintendent Jones as they have proven to be pro-active assets to community and school safety in Palouse.

2-2-24 – While off duty I received a call from an elderly male asking if he had reached the Palouse Police Officer. I advised he had. The male then asked if I had the phone number to the Palouse Caboose as he was unfamiliar with how to use the internet and did not know who to call to get the number. I mention this as a good example of how a police department should be viewed in a small community. I take pride that citizens in and outside of Palouse do not hesitate to turn to Palouse PD to answer any questions or help them problem solve minor dilemmas they may face.

2-4-24 – 2023 was the third consecutive year I was responsible for ensuring that Palouse PD met all Washington State Criminal Justice Training Center requirements for our department. I successfully completed the CJTC Declaration of Compliance Form and sent it off for review.

MPO Joel Anderson

02/09/24
08:04

Palouse Police Department
Law Incident Summary Report, by Incident Number

1100
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Number	Time and Date	Nature	Address	Loctn	Dsp
Agency: Palouse Police Department					
240120-01	15:26:49	01/20/24	Suicidal Person		
240122-01	08:17:36	01/22/24	Parking Problem		
240124-01	08:46:31	01/24/24	Parking Problem		
240124-02	08:58:32	01/24/24	Parking Problem		
240124-03	14:48:49	01/24/24	Traffic Offense		
240125-01	07:33:45	01/25/24	Parking Problem		
240125-02	07:40:47	01/25/24	Parking Problem		
240125-03	12:52:33	01/25/24	Civil		
240125-04	13:17:21	01/25/24	Breathing		
240126-01	08:03:31	01/26/24	Accident Hitrun		
240129-01	13:28:22	01/29/24	Fall		
240130-01	08:46:55	01/30/24	Traffic Offense		
240130-02	11:16:09	01/30/24	Traffic Offense		
240130-03	15:44:19	01/30/24	Harassment		
240130-04	19:18:51	01/30/24	Animal Problem		
240205-01	11:53:35	02/05/24	Juvenile Prob		
240205-02	14:54:41	02/05/24	Parking Problem		
240206-01	14:40:18	02/06/24	Parking Problem		
240206-02	19:15:48	02/06/24	Accident Injury		
240207-01	13:31:47	02/07/24	Alarm Fire		
240207-02	17:34:52	02/07/24	Suspicious		
240208-01	14:06:40	02/08/24	Animal Problem		
Total Incidents for This Agency:				22	

Total Incidents for This Report: 22

Report Includes:

All dates greater than `00:00:00 01/19/24`
All agencies matching `PAPD`
All officers
All dispositions
All natures
All locations
All cities matching `PALOUSE`
All clearance codes
All observed offenses
All reported offenses
All offense codes
All circumstance codes

*** End of Report /tmp/rptx4ol5v-rplwizr.r3_2 ***
