

City of Palouse
COUNCIL MEETING MINUTES

Tuesday, February 27, 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 was absent.

C. Brooks introduced a **MOTION** to excuse C. Barrington's absence from the meeting; the **MOTION** was seconded by C. Bofenkamp. All council members approved, and the **MOTION** passed.

City staff present: City Administrator (CA) Misty La Follett and Deputy Clerk (DC) Jamie Gaber, Police Officer Joel Anderson and City Attorney Eric Hanson.

II. APPROVAL OF MINUTES:

C. Quigley introduced a **MOTION** to approve the minutes from the regular council meeting on February 13, 2024; the **MOTION** was seconded by C. Brooks. All council members approved, and the **MOTION** passed.

III. PUBLIC WORKS REPORT: Supt Mike Wolf

A. Written Report submitted

IV. POLICE REPORT: Written Report Submitted

A. 19 Calls for Service

1. 3 Ordinance related
2. 1 Criminal citation issued
3. 1 Infraction issued
4. 1 call out

B. Palouse PD Activity 1-1-2023 – 1-27-2024

1. 477 calls for service (94.6%)
 - a) 7am to 7pm – 451 calls
 - b) 7pm to 7am – 26 calls (5.4%)
 - c) Weekdays 405 calls (85%)
 - d) Weekends 72 calls (15%)
2. PD hours on patrol most effective 7am through business hours and on weekdays

V. 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
 - (1) 50X50 pad
 - (2) 150 ft tall

- b) Contract under review with City Attorney
- B. ARMORY BUILDING:**
 - 1. Building permit in place, demo starts next week.
 - 2. Remodeling 6 apts
- C. TD & H: Cove Rd Project**
 - 1. Needs to be finished this year and signed off to make us eligible for grants in 2025
 - 2. Long term plan
 - a) Blinking crosswalk button across highway and sidewalk along native garden
 - 3. Positive meetings with Senator Schmick and Rep's Dye and Schoesler
- D. NEW WEBSITE: Palousewa.gov. Check it out, looks great!**

VI. 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 6:30pm****
 - (2) Hailey&Aldrich will present Economic Analysis and talk about current situation

VII. NEW BUSINESS: None

A. RESOLUTION NO. 2024-04

Sena introduced a **MOTION** to approve costs to retrofit and upgrade the 1994 Freightliner Pumping Engine Fire Truck with funds from the Fire Equipment Reserve Fund.; the **MOTION** was seconded by C. Quigley. All council members approved, and the **MOTION** was passed

B. ORDINANCE NO. 1028 PUBLIC DISTURBANCE NOISES

- 1. Discussion occurred with City Attorney Hanson
- 2. Concerns regarding Free Speech rights were addressed
- 3. Time limits were suggested, 10pm to 7am Sunday - Thursday, 11pm to 7am Friday and Saturday
- 4. Fines suggested

C. ORDINANCE NO. 1029 DOGS IN CITY LIMITS

1. Requirements for the keeping of dogs
2. Dog license required – Procedure
3. Dogs must be restrained
4. Unrestrained dogs subject to impoundment
5. Dangerous and Potentially Dangerous dogs prohibited
6. Potentially dangerous dog – Requirements to keep dog in the city
7. Impoundment and bond pending appeal of dangerous or potentially dangerous dog adjudication
8. Dangerous and Potentially Dangerous dogs- -Notice, Preliminary and Final determination
9. Public Nuisance
10. Care

D. LETTER TO RESIDENTS ABOUT WATER RATE INCREASE

1. Increase necessary to cover loan due in 2025, incurred from infrastructure improvements and emergency repairs
2. Letter will be sent out to all residents

VIII. COMMITTEES:

Policy and Administration - Chair Barrington:

No report.

Budget, Finance, & Major Acquisitions - Chair Bofenkamp:

Thanks to Budget Committee new members for help drafting letter to residents regarding water rate increase. Exploring all options for additional funding for city

Streets, Properties, & Facilities - Chair Brooks:

No report

Personnel - Chair Sena:

No report

Water and Sewer - Chair Griner:

Confirmed all being done to be in good graces with Ecology and the EPA
Meeting with Ecology next month

Joint Fire Board - Chair Anderson:

Approved \$80,000 for Bush Truck

Youth Advisory Board – Chair Bofenkamp:

No Report.

X.OPEN FORUM:

Cheryl Sanders: Are there dates for Humane Society spay/neuter clinics? Asked about the financial ownership of St. Elmo in future and suggested outsourcing grant writing.

Bruce Pemberton: Grange has a private owner, working hard to rebuild. Asked why open forum limited to 3 minutes. Suggested that some speakers should be recognized as an emeritus and have more time allotted to speak.

John Shuttleworth: Asked for clarification regarding water rate increase. Suggested taking letter to senior lunch and placing anywhere available in town. Also, asked if people whom receive city services (outside city limits) could be held accountable to city code, to address problems with dogs and noise disturbances.

IX. MAYORS REPORT:

A. SEWER PLANT

1. Daniel Coulger with Verela discussion
2. Model Project – Prinville Ore
 - a) Treats wastewater at plant then to wetlands to finish treating wastewater
3. SEL wants to help with technology regarding automated alerts

B. SPIRIT OF PALOUSE AWARDS

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

C. Anderson 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:

Payroll paid	Ck# 13669-13680	\$ 289.30
Claims paid	Ck# 13703-13721	\$ 87,115.20
Total:		\$ 87,404.50

X. ADJOURN: C. Griner 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 8:45 PM.

APPROVED: _____

ATTEST: _____

DATE: _____

Public Works Superintendent Council Report

Date: February 22, 2024

WATER:

Well 3 is online again starting yesterday afternoon. Specialty Pump came on Tuesday and started reassembling the columns and putting the pump and motor back together and finished yesterday. Walt cleaned up the pump house today after the pump was installed.

Walt flushed 3 hydrants around the Federated Church last week and one on Alder Street.

ARTERIAL STREETS:

We've continued to back blade and haul gravel for the potholes on the graveled streets.

STREETS:

We've been working on securing the bottom of the chain link fence on the foot bridge. We should be done today.

Evan cut off tree branches that were growing up the side of the foot bridge.

We should be able to install the handicap ramp in front of the library tomorrow.

OTHER:

Mike took 3 recertification webinars for water in the last week and is now done for this year.

SNOW:

We plowed a little snow last week.

RV PARK:

Some residents of Palouse completely filled the dumpster with their personal garbage. I let Officer Anderson take over and took care of it.

Palouse Police Department report for Palouse City Council meeting February 27, 2024:

Nineteen calls for service with three calls related to ordinance violations. One callout.

One criminal citation and one infraction citation issued.

240210-01 – While on pro-active traffic enforcement during Brew Fest I stopped a vehicle for driving without headlights. Further investigation revealed the driver was under the influence of alcohol after drinking at Brew Fest. Driver failed field sobriety tests and blew .112 on portable breath test. Driver arrested for DUI, processed and released at Pullman PD. Vehicle released to licensed sober driver.

240213-02 – While on patrol I was requested to respond to GarPal School for assistance with threat assessment of high school student who made threats to kill another student and her mother. This is the same student who had previously been contacted about improper searches on school internet related to police swatting. Throughout the course of ten days I was involved in three separate meetings and interviews of suspect student, suspect parent, victim student, victim parents, and involved teachers. Based upon the totality of the circumstances Palouse PD recommended permanent expulsion for the student based upon the severity of the threat, past history of previous expulsion from another school district due to multiple documented incidents of disruption to the learning environment and lack of remorse. Victim and victim parents do NOT want to assist in prosecution but instead requested a safety plan be put in place.

240215-02 – While on patrol I was contacted by citizen advising she had observed a juvenile female walking in slippers and a blanket on the north hill in snowy/freezing conditions. I located the thirteen year old female and asked where she lived. I was able to confirm she had been unenrolled from GarPal school the day before as her family was moving the next day to Pullman. I called her mother and confirmed she knew her daughter was walking to the store but did not know she ignored her request to wear her coat and boots.

240215-03 – While on patrol I received a call from a citizen advising of a vehicle slide off about one mile south of the city limits on SR27 near B Beeson RD. Knowing State Patrol and WCSO response time would be significant I drove to the location and contacted the driver. The vehicle had slid off on a blind corner. The driver had already called for a tow truck. I placed orange traffic cones in a pattern leading away from the vehicle to alert oncoming northbound vehicles of the slid off vehicle.

240215-05 – While preparing to sign out of service I was made aware of a citizen requesting assistance to locate two cows that had escaped from her property. The location was just barely outside the city limits and the closest deputy was 20 minutes away. The dispatcher had advised the reporting party was out of breath when they called frantically worried about where the cows had gone and advised she had a heart condition. I drove to the location and observed where the cows had escaped via an open gate in the driveway. I drove up the hill towards the cemetery and located both cows walking towards me. I was able to get the cows back into the property, secure the gate and call the reporting party. The reporting party was very grateful and thanked Palouse PD profusely for the assist.

240221-01 – While on patrol I received a phone call from Public Works Supt Mike Wolf advising the city had been the victim of illegal dumping via the RV Park dumpster. Approximately 8-10 bags of garbage

had been dumped in the dumpster in violation of RCW. Further investigation revealed the name and address of owners of the trash via Amazon packages found inside the trash bags. I called the landlord of the address to get the phone number for the trash owners. Landlord advised she had given the renters two warnings about removing trash bags off their porch and this apparently was their solution. I text the violators but got no response. I made contact at the residence and showed the picture evidence I had collected while making it clear this was unacceptable. Resident admitted her husband must have taken it there and apologized. I obtained his phone number and advised both of them they had until 0600 the next morning to respond with empty trash bags to collect and remove the trash they had illegally dumped in the cities dumpster or they would be cited for illegal dumping. I received a text the next morning advising they had removed the trash and thanking me for the opportunity to right the wrong without a citation. I drove to the dumpster and confirmed the dumpster was now empty.

240221-02 – While on patrol I received a call from a citizen advising an aggressive chocolate lab was following her and a friend as they walked the railroad tracks into Palouse. This is the fifth or sixth report of a dog matching that description running loose in Palouse, following people, and wreaking havoc with kids and other dogs. The last report I got was 1-29-24 in which an adult female said she had to grab a stick to keep the dog at bay as it aggressively came towards her kids in the same area. This description also matches that of a chocolate lab I took to the Humane Society in 2023. I drove to the location and found the reporting party and the dog. Upon seeing me the dog began barking aggressively with a low growl. Dog had no collar. With the help of citizens was able to coax dog into back of my patrol vehicle with a dog treat. I drove the dog to Pullman Humane Society where employees removed the dog from my backseat and placed it in their facility.

240222-01 – While on pro-active traffic enforcement I observed an Idaho plated vehicle with expired tabs from 04-2023. This is the same vehicle I had located parked illegally on the public roadway on the north hill on 1-25-24. During that incident I text the registered owner they needed to get Washington plates as they now lived in Palouse. They asked for a one week time period to comply and I agreed. A month later I observed the vehicle driving without having come into compliance. I explained that license fraud was a felony. Infraction issued for expired tabs over two months.

240222-02 – While on patrol I was requested to respond to GarPal school to assist in another threat assessment of a high school student. School admin was alarmed in regards to a student choice of writing topic for assignment in which the student described in great detail about being a serial killer. Student and student parent interviewed separately. Further investigation and based upon the totality of the circumstances this threat assessment was closed out as unfounded.

The 2013 Dodge Journey reserve police vehicle battery replaced and battery cables cleaned. Journey will be parked under the police department in covered storage.

The annual Dream It Do It Conference for tenth and eleventh graders throughout Eastern Washington and Idaho has asked me to return as a presenter representing the law enforcement field. This event is co-sponsored by University of Idaho and Lewis and Clark State College as an opportunity for high school students to learn more about different vocations they can explore once they graduate. I will be presenting two half hour classes to about 15-25 students per class May 14, 2024.

02/22/24
16:58

Palouse Police Department
Law Incident Summary Report, by Incident Number

1100
Page: 1

Number	Time and Date	Nature	Address	Loctn	Dsp
Agency: Palouse Police Department					
* 240210-01	20:29:41 02/10/24	Dui			CAA
240213-01	07:21:35 02/13/24	Agency Assist			INA
* 240213-02	20:33:54 02/13/24	Juvenile Prob			INA
240214-01	12:14:45 02/14/24	Civil			INA
240214-02	17:33:24 02/14/24	Traffic Offense			ACT
240215-01	08:58:11 02/15/24	Parking Problem			INA
* 240215-02	09:12:46 02/15/24	Welfare Check			INA
* 240215-03	11:28:17 02/15/24	Accident Nonin			ACT
* 240215-04	15:20:10 02/15/24	Unconsciousness			INA
* 240215-05	18:25:37 02/15/24	Citizen Assist			INA
240218-01	02:07:13 02/18/24	Agency Assist			INA
240218-02	18:20:30 02/18/24	Animal Problem			INA
240220-01	15:52:49 02/20/24	Welfare Check			INA
240220-02	18:46:57 02/20/24	Citizen Assist			INA
* 240221-01	11:13:35 02/21/24	Code Violations			INA
* 240221-02	12:05:32 02/21/24	Animal Problem			INA
* 240222-01	08:19:30 02/22/24	Traffic Offense			INF
* 240222-02	09:27:05 02/22/24	Juvenile Prob			INA
* 240222-03	15:58:59 02/22/24	Traffic Offense			INA
Total Incidents for This Agency:					19

Total Incidents for This Report: 19

Report Includes:

- All dates greater than `00:00:00 02/09/24`
- 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

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