

City of Palouse
COUNCIL MEETING MINUTES
Tuesday, June 25, 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 7:00 PM

Councilmembers* present at the meeting were Sarah Bofenkamp, Angie Griner, Molly Quigley, 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; C. Sena was absent.

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

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

II. APPROVAL OF MINUTES:

C. Anderson introduced a **MOTION** to approve the minutes from the regular council meeting on June 11, 2024; the **MOTION** was seconded by C. Griner. C. Barrington and C. Brooks abstained, rest of council members approved, and the **MOTION** passed.

III. OPEN FORUM:

Bruce Pemberton: Recognized that a mountain lion was sighted on Shady Lane and questioned if it would be safe for public use. He recognized how important it is for children to know how to swim to decrease the chances of drowning. He encourages all parents to take advantage of swim lessons offered at our pool. Additionally, he would like life guards to stay attentive during adult lap swim.

Jenna Brozik: Candidate for Whitman County Superior Court Judge introduced herself and made a presentation about her qualifications for office.

Patti Rippee: Many areas in town overgrown and blocking visual line through intersections

Barb Hodson: Would like to know the details of Wastewater Treatment Operator's contract

IV. PUBLIC WORKS REPORT: Supt Mike Wolf, submitted a written report

V. POLICE REPORT: Submitted a list of calls for service and written report

A. 15 Calls for Service

1. 5 Ordinance related
2. Three call outs covering five calls for service

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

A. **POOL UPDATE:**

1. Pool is up and running well

B. VERIZON TOWER:

1. Variance application in
2. Setting up hearing with Board of Adjustments
3. Publication of notification going out

C. IT UPDATE:

1. Work accomplished:
 - a) On and off site file and email back up
 - b) Tighter security
 - c) Updating equipment
 - d) Purchased software to archive all old emails
 - e) Will be creating new emails for all city employees and council members

D. SHADY LANE:

1. Met with neighbors, all on board with project boundaries
2. DNR will sign off on work plan, then logging can get started
3. Logging will be finished in time for Haunted Palouse to use

E. SIX YEAR TRANSPORTATION PLAN:

1. Map of construction projects included, will present list at next meeting
2. Hearing notice going out

VII. OLD BUSINESS:

A. PUBLIC SAFETY TESTING:

1. Discussion occurred between Council Members and the Mayor
2. Next meeting will take action on contract

B. TD&H: Rich Utzman presented:

1. Received 2 bids, both over projected amount
 - a) Had contacted 8 contractors and put bid into 3 different bid centers
2. Public Works Board has additional funds available for bid overages.
 - a) Will submit application for higher loan to cover bids

C. Griner introduced a **MOTION** to increase the loan request to the Public Works Board by \$70,000; the **MOTION** was seconded by C. Anderson. All council members approved, and the **MOTION** passed.

C. Griner introduced a **MOTION** to accept the bid from Quality Contractors LLC. to begin Palouse Cove Sidewalk Improvement Project at \$200,197; the **MOTION** was seconded by C. Brooks. There were five yeas and 1 nay; and the **MOTION** passed.

VIII. NEW BUSINESS: None

IX. COMMITTEES:

Policy and Administration – Chair Barrington:

Working on financial policy manual and budget calendar, will tie in with Budget committees' work, including an annual report and financial reports to council.

Budget, Finance, & Major Acquisitions – Chair Bofenkamp: Discussion regarding ARPA funds occurred
Streets, Properties, & Facilities- C. Griner reported: Six Year Improvement Plan Meeting; removed completed projects. Added Illinois St, Ellis St, Whitman to Mill St., F St sidewalk, and Cove sidewalk

Personnel – No report

Water and Sewer – No report

Joint Fire Board: No report

Youth Advisory Board – No report

X. MAYORS REPORT:

A. Recent Conference:

- 1. Attended AWC (Association of Wa Cities) in Vancouver
 - a) Scholarship covered majority of costs
- 2. Brought three items of interest to council
 - a) Advocacy Calendar, reminder to stay in touch with legislators, good time to contact with upcoming long session
 - b) Elected official's roadmap, job descriptions for council members and many links to helpful information
 - c) Center for Quality Communities, 3 young scholars were awarded \$2,500 each from a pool of 39 applicants. The awarded students presented inspiring workshop. Good to consider putting forth our own candidate in the future.
- 3. Well-designed conference

B. FUTURE CONFERENCE:

- 1. IACC in October
 - a) Very helpful, would encourage any/all to go
 - b) Connect with other agencies to enhance infrastructure
 - c) Scholarships available

XI. COUNCIL MEMBER COMMENTS: Reminder:

A. BUILDING BLOCKS: Community Project

- 1. Looking for broad range of viewpoints to enhance the city in multiple ways
 - a) *****JULY 15TH and 16TH WORKSHOP, ALL WELCOME*****
 - b) Community Center, July 15th evening, 16th, all day
- 2. Creating solutions to:
 - a) Affordable housing
 - b) Child care
 - c) Public infrastructure, including sidewalks
 - d) Addressing smart growth

PAYMENT OF THE BILLS

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

The following checks were approved for payment:

Claims paid	Ck# 13904-13925	\$ 65,262.35
Total:		\$ 65,262.35

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

The council meeting Adjourned at 8:52 PM.

APPROVED: _____

ATTEST: _____

DATE: _____

Public Works Superintendent Council Report

Date: June 20, 2024

WATER:

We will read meters on Monday & Tuesday next week.

We have been and still are investigating a leak behind a residence on Main Street. There is nothing that has surfaced or shown a leak on Main Street.

SEWER:

The scraper plate on the rake in the head works got jammed again over this past weekend. Walt and Sam got that freed up on Monday. We ordered a replacement piece and should be here soon.

Woltering poured the pad for the sampler.

Aeration tube came apart in the basin weekend before last. Walt, Evan, & Sam put it back together.

STREETS:

We dug out the old slabs on the sidewalk on Main Street on Tuesday. Woltering poured the next morning at 6 am. The sidewalk looks great.

The patch on Main Street will be done tomorrow.

STOP letters will be painted tomorrow at the intersection of Main and Bridge on both tomorrow as well.

POOL:

We had the pool ready for the June 14th opening date but due to cooler temperatures the pool did not open until yesterday.

The pool is operating great.

PARKS:

Evan has been spraying as the weather allows.

ARTETIAL STREETS:

Streets got oiled last Wednesday.

There are a few washboards that have appeared since the oiling and Walt is out backblading those now.

CEMETERY:

Evan & Ella have been weed eating, mowing, and watering.

FIRE HYDRANTS:

Ella trimmed around the fire hydrants in town that needed it.

Palouse Police Department report for Palouse City Council meeting June 25, 2024:

Fifteen calls for service since last council with five ordinance related.

Three callouts covering five calls for service.

On 6-6-24 I responded to call of vagrancy in the city park where adult male living out of his van had spent the night in the parking lot for three nights in a row. Located the subject walking in town and advised him of park rule against camping overnight and gave him resources in larger cities to address his struggles. Subject complied and removed vehicle from city.

On 6-9-24 responded to a report of adult male unresponsive in vehicle blocking the roadway on Palouse Cove RD at city limits. Upon arrival citizens had moved car out of roadway and moved male into backseat. Elderly male was intoxicated and under power of attorney by local resident. I completed Department of Licensing re-exam request due to male's history of alcoholism, poor vision and attempt at driving thus causing a public safety hazard/concern. Worked with power of attorney to remove subject's keys and vehicle to eliminate threat to community.

On 6-14-24 I responded to request by Child Protective Services to assist in multiple ongoing open investigations regarding one family residence on North Hill. I have had multiple contacts with parents involved during the course of the past couple years and have seen improvement in living conditions.

On 6-16-24 I responded to multiple calls from citizens upset about door to door salesman for Ziple internet services. One citizen managed to get salesman business card with name and cell. I called the salesman and explained Palouse Peddler's License requirement. Salesman tried to sell me he was contacting current Ziple customers and therefore not subject to the ordinance. I advised him his interpretation of the ordinance was incorrect AND that one of my complainants was not a customer of Ziple so that claim was debunked. No more issues after order to stop.

Continue to assist other police departments and law enforcement agencies throughout the state and nation by conducting background checks on their applicants with history in Palouse. One such request resulted in my finding an applicant had an indecent exposure and negligent discharge of firearm in his history. This was relayed to the background investigator. Shows how inter-agency cooperation keeps bad applicants from slipping through the cracks.

Completed another large shipment of Med-Project expired/unused prescription medication for disposal. This is the fourth 45-50 pound box of medications successfully set off to be destroyed since inception of the Med-Project program in March 2021.

That is all - Anderson

06/20/24
10:38

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

240606-03	20:57:47	06/06/24	Vagrancy	S	INA
240609-01	13:59:00	06/09/24	Theft Other	N	INA
240609-02	15:23:56	06/09/24	Traffic Offense	S	INA
240610-01	08:00:56	06/10/24	Traffic Hazard	N	INA
240612-01	14:21:38	06/12/24	Parking Problem	N	INA
240612-02	16:25:24	06/12/24	Traffic Offense	N	INA
240614-01	15:57:02	06/14/24	Agency Assist	N	INA
240614-02	15:57:17	06/14/24	Custodial Int.	S	INA
240615-01	13:24:42	06/15/24	Animal Problem	N	INA
240616-01	12:54:38	06/16/24	Suspicious	S	INA
240616-02	14:37:29	06/16/24	Code Violations	S	INA
240617-01	12:50:25	06/17/24	Medical Referran	N	INA
240617-02	13:30:07	06/17/24	Found Property	N	INA
240618-01	11:33:56	06/18/24	Animal Problem	S	INA
240619-01	13:00:53	06/19/24	Civil	S	INA

Total Incidents for This Agency: 15

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Report Includes:

All dates greater than `12:00:00 06/06/24`
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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