



City of Palouse  
City Council Minutes  
June 10, 2025  
Palouse City Hall  
120 E Main Street  
Palouse, WA 99161

#### CALL TO ORDER AND ROLL CALL

Mayor Sievers called the meeting to order at 7 PM

Councilmembers present: John Snyder, Danny Mullendore, Molly Quigley, Rainy Anderson

Councilmembers absent: Leslie Sena, Jacquelyn Huff, Ann Barrington

City Staff Present: City Administrator (CA) Misty La Follett, Deputy Clerk (DC) Stephanie Welch

Councilmember Mullendore made a motion to excuse Councilmembers Sena, Huff, and Barrington from the meeting. The motion was seconded by Councilmember Snyder and unanimously approved. (Y-4 | N-0 | A-0).

#### APPROVAL OF MINUTES

Councilmember Quigley made a motion to approve the minutes of the Regular Council Meeting – May 27, 2025. The motion was seconded by Councilmember Snyder and unanimously approved (Y-4 | N-0 | A-0).

#### OPEN FORUM

Patty Rippee addressed the council and inquired about the Palouse Native Plant Walk Park and its status. She also requested the council and mayor visit the cemetery, stating it is currently in poor condition and no longer resembles the well-maintained, attractive place it once was.

John Bofenkamp addressed the council in regards to the cell tower and the new lease agreement and location with concerns about what happens if the site doesn't pan out and about the timeline for construction.

Mayor Sievers read a letter submitted from Michael Tarola to be read aloud at meeting regarding the police department.

#### PUBLIC WORKS REPORT

Public Works Superintendent Wolf submitted a written report (attached).

#### POLICE REPORT

Officer Anderson submitted a written report (attached).

#### CITY ADMININSTRATOR REPORT

(CA) La Follett submitted the annual report on time and has a few questions to address before the audit. A printed attachment details the city's current loans and yearly payments, providing a snapshot of existing debt as the city considers additional funding.

(CA) La Follett informed the council that the City's grant application to revamp basketball courts was unsuccessful, but there is an upcoming meeting with Rebecca from the Port of Whitman to explore funding options for upgrading playground equipment and possibly the basketball courts.

(CA) La Follett reported that staff are fully engaged in preparing the annual report and the STIP, with the STIP requiring a vote at the next meeting. La Follett also noted that they will be absent from the next meeting due to attendance at the AWC Conference.

(CA) La Follett reported that the pool is ready to open on the 13th. A meeting is scheduled with Mike tomorrow to discuss pool operations. Coordination with EMS Coordinator Handley is ongoing. Swim lessons are nearly full, filling up faster than in previous years. Additionally, hundreds of life jackets have been acquired for an upcoming boating safety event.

(CA) La Follett reported that the Recreation and Conservation Office grant manager for the pool upgrades reviewed cultural resource concerns related to the river location and is assessing if a prior investigation for a gas line project can help offset costs. They are also evaluating accessibility requirements, such as a wheelchair lift, and may suggest potential funding options if needed.

Councilmember Quigley inquired about the audit date which is still undetermined at this point.

Councilmember Anderson inquired about what was being audited and (CA) La Follett informed council that it is a full audit.

#### OLD BUSINESS

CA La Follett is preparing the firetruck loan application and notified the fireboard, stating in an email that the goal is to complete it by the next meeting. It is not yet known whether the budget committee has met to discuss the proposal.

Councilmember Anderson discussed researching the city's rating to determine eligibility for an additional loan in case of emergencies. She asked (CA) La Follett to begin the loan application process so it would be ready for a potential vote, and will gather the necessary information.

Mayor Sievers stated the target is next meeting (June 24), with another meeting before the deadline (July 17<sup>th</sup>), but it would be ideal if we could get it wrapped up before end of this month.

Horizon Tower Update: A second Board of Adjustment (BOA) hearing to approve the new tower location is scheduled for June 30th. If approved, site development may proceed, pending additional clearances, including state approval for highway access. The lease involves a 50'x50' area within a 20-acre parcel of city-owned farmland, with access via a city easement across third-party land; road maintenance will be the responsibility of the tenant (Horizon/Verizon). If the site is not approved, the agreement becomes void. The lease approval is contingent upon all necessary approvals. The site remains available for a potential future wastewater treatment project.

Councilmember Mullendore made a motion to authorize the mayor to sign the lease agreement with Horizon Tower Limited Partnership III contingent on all necessary approvals. The motion was seconded by Councilmember Anderson and approved unanimously (Y-4 | N-0 | A-0).

(CA) La Follett reported that the ADU policy received minor modifications from attorney Eric Hanson, but nothing that changes the ADU policy for approval purposes.

#### NEW BUSINESS

(CA) La Follett– The Six-Year Street and Transportation Improvement Plan (STIP) outlines the city’s intended transportation and pedestrian projects. The current STIP is under review and will be presented at the next meeting, where changes can be made. Staff will work with TD&H contacts and city departments to update project details, including potential changes to chip sealing methods. All projects seeking funding from the Transportation Improvement Board (TIB) must be included in the STIP. Efforts are underway to improve coordination and project planning moving forward. Discussion followed.

#### COMMITTEE REPORTS

Budget, Finance, Major Acquisitions, Chair Anderson – A meeting was held on Friday to discuss the loan and establish a clear timeline for the budget process. The goal is to provide education on all funds and the budget starting in August to streamline approval and avoid the need for additional meetings, aiming for an early budget approval.

Streets, Property, & Facilities, Chair Mullendore – No report.

Personnel Committee, Chair Leslie Sena – Absent, no report.

Water & Sewer, Chair John Snyder – The committee has met informally over the past weeks, with some intense but educational discussions. Progress on the sewer project is urgent. A commitment letter for one of the project options needs to be signed by July 1st, though a slight extension may be requested to ensure the council is prepared. Signing the letter indicates a preference but is not a final financial commitment, allowing flexibility to reconsider options before spending funds. Further meetings are planned to gain a clearer understanding of the options and next steps. Councilmember Snyder made a motion to schedule a vote on the commitment letter at the next meeting. Staff were commended for their excellent work resolving technical issues experienced last night.

Policy & Administration, Chair Ann Barrington – Absent, no report.

Joint Fire Board, Chair Molly Quigley – No report.

#### COUNCILMEMBER COMMENTS

None.

#### MAYOR’S REPORT

Mayor Sievers reported on a recent conversation with Daniel from Varela, the engineering firm for the sewer project. Daniel suggested scheduling a dedicated council workshop to provide a comprehensive update and ensure all members have a clear understanding of the project. The workshop would be separate from

regular council meetings and allow time for questions, likely requiring about two hours. Potential dates discussed include July 1st or 15th, with an additional option of June 17th before the June 24th meeting. Alternatively, two one-hour sessions on June 24th and July 8th before regular meetings were proposed. Councilmember Rainy expressed a preference for a single two-hour session on July 15th, while Councilmember Snyder had no preference. July 15th was tentatively agreed upon as the preferred date.

#### PAYMENT OF BILLS

Councilmember Anderson moved to allow the payment of bills. The motion was seconded by Councilmember Snyder and unanimously approved (Y-4 | N-0 | A-0).

Payroll Paid	EFT + Check # 14565-14579	\$41,060.30
Claims Paid	EFT + Check # 14580-14600, 14602-14609	\$55,168.30
	Total	\$96,229.00

#### ADJOURNMENT

Councilmember Anderson moved to adjourn the meeting. The motion was seconded by Councilmember Mullendore and approved unanimously (Y-4 | N-0 | A-0). The meeting adjourned at 7:52 PM.

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

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

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

Palouse Police Department report for Palouse City Council meeting June 10, 2025:

Twenty two calls for service with seven calls ordinance related.

One criminal citation and one infraction citation issued.

Two arrest warrants served.

ZERO callouts.

250528-01 – While on pro-active patrol I observed a vehicle with no rear license plate. Subsequent investigation revealed the driver had a suspended driver license and two outstanding misdemeanor warrants for his arrest. One warrant was a NO BAIL warrant for DWLS out of Franklin County SO. The other warrant had a \$600 bail for Possession of a Controlled Substance out Benton County SO. The driver advised he had relocated to the Oakesdale area from the Tri-Cities/Yakima area because he owed \$70K to his crack cocaine dealer that belonged to a gang and had put a bounty on his head. The subject was arrested and booked into Whitman County Jail on his warrants. I issued a criminal citation for DWLS and infraction citation for no vehicle insurance. The vehicle was impounded due to driver DWLS status.

250529-01 – While on pro-active patrol I observed an Idaho plated vehicle with expired tabs of 03-2025. I stopped the vehicle and learned the driver had lived in Tekoa for the past eighteen months. I told him he had until close of business the next day to show he had obtained current Washington license plates or he would be charged with a gross misdemeanor of license fraud. I received a picture text from the driver the next day showing he had complied.

250530-04/250602-02 – On two separate occasions covering a four day period I was contacted by both out of town residents and in town residents advising hanging flower planters they had hung on a loved one's burial plot at Palouse Cemetery had been stolen. The plants were taken sometime between May 23 and May 30. I have contacted city hall, the mayor and public works superintendent asking about the possibility of installing game cameras or a camera system within the cemetery now that the city is taking over more responsibilities related to the cemetery. Any citizen that lives close to the cemetery that sees unusual or suspicious people/vehicles at odd times of the night should immediately report it to my cell phone or 911.

250603-01 – While working morning school patrol I received a report from school admin staff that a bus driver was reporting a possible drunk driver traveling eastbound on SR272 from Colfax towards Palouse. The report was the vehicle was all over the road and driving well below the speed limit. I drove to the area and located the vehicle based upon the bus driver description and plate given. As the vehicle drove towards me I could see an elderly male behind the wheel trying to fight off the affections of a large dog in the front passenger seat that appeared to take up the entire windshield while trying to sit on the driver's lap. I stopped the vehicle and impressed upon the driver the urgent need to make sure his dog was not hitting his steering wheel causing him to lose control and swerve out of his lane. Further investigation revealed this driver is known to Colfax PD and WCSO for having been reported for the same kind of driving issues in the past. A DOL re-evaluation is under consideration.

250603-03 – While on patrol I received a call from a Tekoa resident requesting I verify a Craigslist ad she found showing a house on the north hill for rent. The Tekoa resident was suspicious because the person

she was texting from the ad wanted payment via the online Chime Banking app. I knew the address she mentioned and called the resident and owner. The owner confirmed she is not selling or renting any portion of her property. This is the second fraudulent Craigslist ad listing an address in Palouse for rent in the past two months. A similar incident took place in April in which the person actually sent money over to this fictional "Brandon Lovins" via an app only to find out all communications ceased after the money was sent. I enlisted the assistance of Moscow PD and their excellent forensic detective on that crime as the victims live in Moscow and the transactions took place while in Moscow, Idaho. The Craigslist ad was flagged as suspicious and removed.

On 5-31-25 I worked the annual KnuckleScrapers Hot Rod Show in downtown Palouse. Happy to report I located just one open container during my foot patrols for the six hour event – a significant improvement from years past. I spoke with Palouse Caboose owner Eric Rundle prior to the event and requested he remind his servers to tell customers they could not take drinks past their property line. I spoke with him during the event as well and thanked him for his cooperation, relaying that the number of open container violations were at an all-time low in my seven years. I text with event organizer Marc VanHarn before the event and requested he remind all hot rod owners that "burn outs" or "peel outs" were not allowed. I would like to thank him for his cooperation as well as I did not hear or see anything close to that kind of behavior nor did I receive any reports of it from other citizens.

06/05/25  
12:05

Palouse Police Department  
Law Incident Summary Report, by Incident Number

1100  
Page: 1

Number	Time and Date	Nature	Address	Loctn	Dsp
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Agency: Palouse Police Department					
250523-01	20:20:06	05/23/25 Road Rage	S		INA
250523-02	20:20:47	05/23/25 Lost Property	S		INA
250527-01	10:08:06	05/27/25 Parking Problem	N		INA
250527-02	11:58:08	05/27/25 Agency Assist	S		INA
250527-03	12:40:39	05/27/25 Code Violations	N		INA
250527-04	12:59:36	05/27/25 Code Violations	N		INA
250528-01	11:18:48	05/28/25 Warrant Arrest	N		CAA
250529-01	15:48:07	05/29/25 Traffic Offense	N		INA
250530-01	08:25:40	05/30/25 Welfare Check	S		INA
250530-02	08:32:11	05/30/25 Parking Problem	N		INA
250530-03	09:59:27	05/30/25 Parking Problem	N		INA
250530-04	12:36:50	05/30/25 Theft Other	S		INA
250531-01	14:47:57	05/31/25 Code Violations	N		INA
250602-01	09:51:12	06/02/25 Animal Problem	N		INA
250602-02	12:14:09	06/02/25 Theft Other	S		INA
250603-01	07:32:58	06/03/25 Traffic Offense	N		INA
250603-02	07:40:47	06/03/25 Suspicious	N		INA
250603-03	13:19:35	06/03/25 Fraud	N		INA
250604-01	09:04:15	06/04/25 Animal Problem	S		INA
250604-02	15:30:59	06/04/25 Welfare Check	N		INA
250605-01	08:53:07	06/05/25 Found Property	S		INA
250605-02	09:04:34	06/05/25 Code Violations	N		INA
Total Incidents for This Agency:					22

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Total Incidents for This Report: 22  
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Report Includes:

All dates greater than `00:00:00 05/23/25`  
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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\*\*\* End of Report /tmp/rptdCsZaK-rplwlsr.r3\_1 \*\*\*  
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## **Public Works Superintendent Council Report**

**Date: June 08, 2025**

### **WATER:**

We read meters the last week of May.

We have had a lot of locates this month.

### **SEWER:**

We will haul another load of bio solids this week. We have around 3 truckloads to go out.

We have been pressing 3-4 times a week creating a lot of bio solids.

Our press has had a few problems in the last couple of weeks, but we have been able to fix the problems and keep pressing.

One of our aeration tubes in the basin came apart and we were able to shut the air off to that tube and repair it the next day. Ben from SJ Environmental came and helped Mike and Chad get it together.

### **RV PARK:**

We had a sewer plug in space 10 the Friday of the car show. We ran our snake through it and ran 300 gallons of water down the pipe so hopefully that fixes it.

We have some sprinkler repair work to do in the islands.

### **STREETS:**

We are weed eating the fire hydrants around town and doing some of the road edges.

We swept streets downtown the Friday of the car show weekend.

We are starting to patch some streets around town.

We have delivered a few scoops of gravel around town.

Evan has been spraying the curbs and borders around buildings.

We hope to replace the street signs this week.

We will put up flags this Friday for Flag Day on Saturday and will leave them up through Juneteenth.

### **POOL:**

Chad finished cleaning the pool last week.

Mike started filling the pool at 12:30 today (Sunday). The pool should be full by tomorrow morning. We will start filtering, heating, and chlorinating tomorrow.

We will spend tomorrow and Tuesday getting the pool ready for the opening day on the 13<sup>th</sup>.

### **PARKS:**

The tables and benches are moved and placed in the shelters.

Mike hauled 5 loads of bark from Moscow for the playground equipment that washed away during the flood.

We will be working in the park a lot this week to get ready for the summer.