



PALOUSE WASHINGTON

City of Palouse
City Council Minutes
July 8, 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, Leslie Sena, Molly Quigley, Jacquelyn Huff, Ann Barrington

Councilmembers absent: Rainy Anderson, Danny Mullendore

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

Councilmember Barrington made a motion to excuse Councilmembers Mullendore and Anderson from the meeting. The motion was seconded by Councilmember Huff and unanimously approved. (Y-5 | N-0 | A-0).

APPROVAL OF MINUTES

Councilmember Sena made a motion to approve the minutes of the Regular Council Meeting – June 24, 2025. The motion was seconded by Councilmember Snyder and approved (Y-3 | N-0 | A-2) (Quigley and Barrington).

OPEN FORUM

Barb Hodson raised concerns about pool staffing, questioning the need for four lifeguards per shift and whether lifeguards are paid when the pool is closed. She also expressed frustration about the pool closing early on the 4th of July and urged clearer policies and better management, especially on holidays.

Andres Sena submitted a letter that was read by Mayor Sievers in regards to the pesticides and Round-Up being sprayed in the city and to consider alternative methods.

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 addressed council that the Pullman Radio News announced we received the pool grant for \$68,000, but we have not received any communication or official notice yet.

(CA) La Follett addressed council in regards to the playground upgrades. Partners for Rural Washington had worked with us on two grant applications for playground upgrades: one for \$100,000 from the LC Valley Health Grant and another \$50,000 request from T-Mobile's quarterly playground grant program.

(CA) La Follett mentioned that we are getting ready to submit levies for the upcoming election and these will be discussed under New Business.

(CA) La Follett reported the pool is short three lifeguards. Staff schedules are flexible, with some requesting Sundays off for religious reasons. The city is hiring a non-certified check-in staff member and may need volunteers for the August swim meet to support lifeguards.

OLD BUSINESS

None

NEW BUSINESS

Council discussed Resolutions 2025-03 (Infrastructure Levy), 2025-04 (Pool Levy), and 2025-05 (Streets Levy), focusing on rising costs, the need to potentially increase levy amounts, and the challenges of covering expenses under state-imposed limits. Staff provided updates on funding uses and recent cost increases. Council requested a spreadsheet of past levy amounts for review.

COMMITTEE REPORTS

Budget, Finance, Major Acquisitions, Chair Anderson – Absent, no report.

Streets, Property, & Facilities, Chair Mullendore – Absent, no report.

Personnel Committee, Chair Leslie Sena – No report.

Water & Sewer, Chair John Snyder – We are trying to get a sewer workshop put together, and current optional dates that are ideal are: Sept. 2nd and Sept. 16th. Verifying with council to see if either of those dates work for everyone.

Policy & Administration, Chair Ann Barrington – Chair Barrington reported on ongoing review of the draft ADU policy, including citizen and legal feedback regarding definitions, parking, utility requirements, and owner occupancy. The Policy Committee is clarifying questions with the Planning Commission. Updates were also given from our attorney on the bulk water purchase policy and delays in legal review of the capital improvement plan. Council was advised to prepare for a lengthy document for review.

Councilmember Sena expressed frustration as a committee member about the lack of progress due to pending legal review.

Joint Fire Board, Chair Molly Quigley – No report.

(CA) La Follett spoke with Joseph Handley about the fire truck loan and will be forwarding him the documents for him to submit.

COUNCILMEMBER COMMENTS

Councilmember Barrington gave an update on the St. Elmo project. A feasibility report from Eco Northwest (a sub-contractor with Haley & Aldrich) is expected soon, with options for acquisition and demolition to be presented at the end of July or early August. The city is awaiting results from a \$250,000 Thriving Communities grant, with half for acquisition and half for feasibility and resilience planning; results are expected by early August. Meetings with the Department of Commerce discussed possible EPA Brownfield and forgivable loan funding for acquisition and demolition. More updates will follow as funding and feasibility information becomes available.

MAYOR'S REPORT

Mayor Sievers addressed council with two things: 1- an upcoming workshop date for the sewer project, as discussed with Snyder's report; 2 - The Board of Adjustment approved the new Verizon tower site; the landowner and farmer proposed swapping the existing easement for one that better supports farming operations. No council members objected to the proposed easement swap. Legal documents and surveys will be prepared, with further updates to come. A site walkabout is scheduled for July 30th after harvest to review the proposed access route, which could also benefit future sewer project access.

PAYMENT OF BILLS

Councilmember Barrington moved to allow the payment of bills. The motion was seconded by Councilmember Sena and unanimously approved (Y-5 | N-0 | A-0).

Payroll Paid	EFT + Check #14623-14641, 14644-14646	\$47,319.63
Claims Paid	EFT + Check # 14647-14673	\$30,853.21
	Total	\$78,172.84

ADJOURNMENT

Councilmember Barrington moved to adjourn the meeting. The motion was seconded by Councilmember Huff and approved unanimously (Y-5 | N-0 | A-0). The meeting adjourned at 7:48 PM.

APPROVED: _____

ATTEST: _____

DATE: _____

Public Works Superintendent Council Report

Date: July 07, 2025

WATER:

We read meters at the end of the month.

We replaced 7 bad meters.

We pumped over 10 million gallons in the month of June due to the hotter and drier conditions. Usually, we pump around 7 million in June.

SEWER:

We shipped out another load of bio solids last week. We are shipping another tomorrow and one on Thursday.

Our generator is offline due to a mechanical issue. Western States came today to work on it and order parts.

We are pressing less per week now.

RV PARK:

Mike sprayed all the weeds in the RV Park.

STREETS:

We are touching up the parking lines downtown.

We have been working on getting the poisonous hemlock under control.

We have been trimming trees around intersections.

Mike is working on spraying the curbs on the north hill and is about 2/3 done.

PARKS:

Mike sprayed the parking lots and around some trees in the park and around the pool.

CEMETERY:

Dom and crew have been weed eating and mowing trying to get the cemetery back into shape again.

Chad repaired a water line.

OTHER:

Mike was on vacation all of last week.

Palouse Police Department report for Palouse City Council meeting July 8, 2025:

Fifteen calls for service with five ordinance related calls.

One criminal citation and three infraction citations issued.

One callout.

250627-01 – While on patrol I received a call from a citizen who offers assistance to those that cannot landscape/mow their yards or remove trash/junk from their properties wanting to know if I could reach out to an address on the north hill to see if he could mow their yard and remove a large pile of junk/garbage that had accumulated next to the street. I located a phone number for the occupant of the residence who explained she had physical limitations that made mowing and landscaping painful. She offered to pay the good deed citizen but he declined – like he always does for all jobs he takes upon himself to beautify the city and help people be in compliance with public nuisance ordinance.

250627-03 – While on pro-active patrol I observed an adult male who appeared to be passed out or sleeping in his vehicle while parked in a handicap spot. I conducted a welfare check and was told he was “sleeping off a big meal before I drive home to Potlach.” I asked to see his valid handicap placard and he was able to produce one placing it on his rear view mirror. I cleared the contact and conducted a business check with an owner whose property was in front where the male parked. The owner relayed she was concerned about the male as he does the same routine every Friday. I advised the business owner to call me if she sees the male appear to be intoxicated or in need of help.

250629-01 – While off duty and on call I received a call from a citizen advising she had been confronted at her residence a few hours earlier by another citizen mad she had called law enforcement to conduct an animal welfare check on his horse. The caller lived in the city and the male who came to her house lived just outside the city limits. The citizen advised she believed the male was trying to intimidate her and scare her into not walking by his property. I advised the process for securing an anti-harassment order but she declined, instead, requesting it be documented in case there are further incidents.

250701-01 – While working pro-active traffic enforcement I observed a vehicle being driven by a male who I knew had a suspended driver license. DOL had suspended the male’s driver license at the end of March after he did not pay a Negligent Driving ticket he received after causing a collision thirteen months earlier. A check of the males driving history revealed he had four other unpaid tickets. The male was arrested, searched incident to arrest, and booked into Whitman County Jail. The vehicle was impounded due to driver arrest for DWLS. The driver was issued criminal citation for DWLS and an infraction citation for no proof of insurance.

250702-01 – While working pro-active traffic enforcement I conducted a license plate check of an Idaho plated pickup and learned the pickup had a suspended registration due to having no insurance. The pickup also had expired tabs of over two years. I stopped the vehicle and contacted the driver. I issued two infraction citations for no proof of vehicle insurance and expired tabs over two months.

250703-01 – While working patrol I received a call from a citizen that was concerned about a deer that clearly had a broken back leg walking down a neighborhood road. The citizen advised the deer was able to get around but thought the deer should be put down. I contacted Fish and Wildlife Biologist Reagan

Harris and asked for her opinion/guidance as Palouse PD has relied on her expertise in regards to problems with raccoons, deer, coyotes, foxes and cougars in the past. Harris advised that if the deer was upright and mobile there are multiple positive outcomes possible. Among those are the leg could heal. Even if the leg does not heal she has multiple examples of three legged deer being self-sufficient. Lastly, Harris stated she is a big believer in letting nature take its course as it is possible the deer will be the victim of a predator. Harris made it clear that euthanizing an animal should only be a last resort if the animal is in pain and not able to move under its own power. I agreed with her assessment. I was unable to locate the deer upon my arrival.

250703-02 – While on patrol I received a call from a citizen advising the neighbor across the street had a stench emanating from their property. The neighbor went to investigate as he knew the neighbor was not home or reachable via phone. The neighbor discovered a black plastic bag with holes in it on the driveway containing what appeared to be rotting meat or an animal carcass consumed by maggots. The neighbor took it upon himself to triple bag the item in an effort to eliminate or reduce the smell. I located a phone number for the home owner who did not live at the property and advised this was a violation of the public nuisance ordinance. The owner responded from Idaho to remove the bag.

250704-02 – While working Fourth of July patrol, I heard Washington State Patrol Trooper Keller request my assistance responding to an accident that involved a Semi truck hauling double flatbed trailers full of hay that overturned on SR272 east of Palouse. I arrived within minutes and determined the driver had possibly fallen asleep while traveling westbound causing the rear trailer to drift into the ditch causing it to overturn and spill its load of large hay bales into a field of canola. The driver then dragged the empty trailer upside down for about thirty yards before realizing what happened. I provided traffic control for twenty minutes until Trooper Keller could arrive and conduct his investigation. I stayed on scene while Trooper Keller requested a tow to overturn the trailer then cleared.

07/04/25
18:48

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					
250620-01	15:00:01 06/20/25	Fraud	N		INA
250624-01	09:27:33 06/24/25	Animal Problem	S		INA
250625-01	11:15:46 06/25/25	Animal Problem	S		INA
250625-02	21:01:41 06/25/25	Suspicious	N		INA
250627-01	13:59:08 06/27/25	Code Violations	N		INA
250627-02	15:59:46 06/27/25	Traffic Hazard	S		INA
250627-03	16:08:01 06/27/25	Welfare Check	N		INA
250629-01	16:30:25 06/29/25	Harassment	S		INA
250630-01	15:35:04 06/30/25	Disabled Vehicle	S		INA
250701-01	17:18:00 07/01/25	Dwls	S		CAA
250702-01	16:59:46 07/02/25	Traffic Offenses	S		INF
250703-01	12:51:11 07/03/25	Animal Problem	N		INA
250703-02	14:14:55 07/03/25	Code Violations	N		INA
250704-01	09:27:12 07/04/25	Suspicious	N		INA
250704-02	16:19:26 07/04/25	Accident Noninj	N		INA
Total Incidents for This Agency:					15

Total Incidents for This Report: 15

Report Includes:

All dates greater than `12:00:00 06/20/25`
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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