



City of Palouse
City Council Minutes
August 26, 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 7:01 PM

Councilmembers present: John Snyder, Danny Mullendore, Leslie Sena, Rainy Anderson, Jacquelyn Huff

Councilmembers absent: Molly Quigley, Ann Barrington

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

Councilmember Anderson made a motion to excuse Councilmember Quigley & Barrington from the meeting. The motion was seconded by Councilmember Snyder 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 – August 12, 2025. The motion was seconded by Councilmember Huff and approved (Y-4 | N-0 | A-Anderson).

OPEN FORUM

Carmen Bolyard addressed council on several topics. She thanked Stephanie for timely assistance for records requested; concerns about the lack of OPMA certifications produced and the need for council compliance with Washington state laws to protect the public and ensure lawful conduct; the mayor's raise; qualifications to becoming a member of council, and conflicts of interest among council members; concerns about the conduct of our police officer, including reports of harassment and intimidation of women, with a request for action by the council.

Paula Fealy submitted a letter to the mayor and council urging compliance with RCWs by updating the municipal code to reflect the rate changes adopted by ordinance. She expressed concern that lack of compliance could expose the city to significant legal risk and emphasized the council's obligation to resolve the issue.

Michael Echanove addressed council in regards to the approval of the \$8.2 million loans for wastewater projects, said that the \$6.2 million plant upgrade was justified, and asked council to keep considering nitrate removal alternatives. He opposed the proposed \$23 million project and inquired whether the upcoming September council workshop would be open to the public, and expressed concern that the public had not been informed about the \$23 million project.

PUBLIC WORKS REPORT

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

POLICE REPORT

Officer Anderson submitted a written report (attached).

CITY ADMININSTRATOR REPORT

(DC) Welch updated council in regards to the cemetery damage. There is no contract between the City of Palouse and Kramer's Funeral Home for liability or damages done at the cemetery; after consulting our attorney, we were advised that if the damage was caused by the actions of a city employee while performing their duties, the city would be responsible for repairing or compensating for the damage. Next steps would be replacing the headstone.

(CA) La Follett provided an update on the Transportation Improvement Board (TIB) sidewalk project, noting costs came in higher than expected. Adding a bicycle lane would unlock additional funding opportunities. Marissa from TD&H worked extensively with WSDOT and secured a support letter, which was unprecedented. The project scope was increased to include blinking lights, with responses expected by mid-November.

(CA) La Follett reported that the city did not receive the T-Mobile grant for playground equipment. The grant is offered quarterly, and the city will continue to apply. Discussion followed.

(CA) La Follett reported that a recent pool staff review was very positive, highlighting excellent pool operations with minimal weather-related closures. The district swim meet was successful and ran smoothly.

(CA) La Follett reported that Butch Lovelace, the pool grant manager, is assisting with funding for wheelchair accessibility improvements at the pool. Discussion followed in regards to the potential of a portable, non-affixed wheelchair device that can be stored and deployed as needed would meet new accessibility requirements.

OLD BUSINESS**FIRE TANKER-PUMPER:**

(CA) La Follett gave a recap in regards to the Fire Tanker. Details and discussion included the loan requires \$50,000 local match (\$25,000 city, \$25,000 fire fund), with funds coming from the fire department's budget; we are receiving a very low interest rate on the loan; the new truck would be a combination engine/brush truck, and the fire department plans to pay off their portion quickly; importance of replacing aging fire vehicles; the state extended the loan application deadline, with everything already approved, requiring council approval of an ordinance and resolution tonight; the annual cost would be about \$20,000, comparable to current reserves; signage would be required, but not required to equip with other items since it's brand new.

Mayor Sievers read Ordinance 1036 (Authorizing Ordinance for Fire Tanker-Pumper Purchase Local Agency Financing Contract) aloud.

Councilmember Sena made a motion to approve Ordinance 1036. The motion was seconded by Councilmember Anderson, and unanimously approved (Y-5 | N-0 | A-0).

Mayor Sievers read Resolution 2025-14 (Authorizing the Form of Reimbursement for the Fire Tanker-Pumper Purchase) aloud.

Councilmember Anderson made a motion to approve Resolution 2025-14. The motion was seconded by Councilmember Snyder, and unanimously approved (Y-5 | N-0 | A-0).

RESOLUTIONS 2025-11 & 2025-12:

Mayor Sievers reported that these loans were approved at a previous meeting, and these are the formal documents required for approval.

Mayor Sievers read Resolution 2025-11 (Loan Acceptance from the Washington Department of Ecology in the amount of \$6,360,000.00 at a 1.6% Interest Rate for 30 Years) aloud.

Councilmember Huff reiterated that by accepting these loans, we accept the loan, but we do not start paying on it until we spend it, and it is on a reimbursement basis. This was confirmed by Mayor Sievers and (CA) La Follett that the city does not start repayment until the project is complete.

Councilmember Huff made a motion to approve Resolution 2025-11. The motion was seconded by Councilmember Sena, and unanimously approved (Y-5 | N-0 | A-0).

Mayor Sievers read Resolution 2025-12 (Loan Acceptance from the Washington Department of Ecology in the amount of \$1,910, 000.00 at a 1.2% Interest Rate for 20 Years) aloud.

Councilmember Huff reiterated that by accepting these loans, we accept the loan, but we do not start paying on it until we spend it, and it is on a reimbursement basis. This was confirmed by Mayor Sievers and (CA) La Follett that the city does not start repayment until the project is complete.

Councilmember Huff made a motion to approve Resolution 2025-12. The motion was seconded by Councilmember Snyder, and unanimously approved (Y-5 | N-0 | A-0).

ADU DISCUSSION:

With Councilmember Barrington absent, Mayor Sievers suggested the council table the ADU Discussion and put it on the next agenda. There were no objections.

NEW BUSINESS

Resolution 2025-13 (Electric Vehicle Charging Station Rate):

(CA) La Follett received a call from the mayor of Tekoa regarding electric vehicle (EV) station charging rates. Because the EV station shares a meter with Heritage Park, the city needs a policy to ensure electricity is not given away for free. A comparable town's rate structure was used in the proposed resolution. Revenue from charging will go to the parks fund. Questions were raised about fee sufficiency and structure, including the range (.12 to .28 cents) and whether waiting fees could be charged (not recommended). The council will add the EV charging fee to the 2026 Fee Schedule after gathering more information. It was noted that current charging stations do not need upgrades, and potential revenue could support maintenance costs. The issue will be revisited at the next meeting for further discussion.

Resolution 2025-15 (Acceptance of the John Deere Gator):

(CA) La Follett reported that we did not get the resolution back from the City Attorney in time to take action tonight, so it will be on the next agenda. Note: this was a gift to the city, and to accept the gift, a resolution is required.

WHITMAN COUNTY HUMANE SOCIETY CONTRACT:

(CA) La Follett reported to council that the city has historically impounded animals through the Whitman County Humane Society, which scans and holds them. A new Humane Society president, also a Whitman County deputy, is eager to reinstate the contract. The issue arose recently after an iguana incident. The arrangement has been reviewed with the city attorney and is acceptable. Previously, the city paid a set annual fee; the updated contract charges per animal, likely resulting in lower costs due to few incidents. The contract includes a \$500 charge for Trap-Neuter-Return (TNR) clinic services if used. The Humane Society restructured its fees but continues to meet city service needs. Looking for action to approve the contract.

Councilmember Sena made a motion to adopt the contract with the Whitman County Human Society. The motion was seconded by Councilmember Snyder, and approved (Y-4 | N-0 | A-Anderson).

COMMITTEE REPORTS

Budget, Finance, Major Acquisitions, Chair Anderson – Had a budget meeting a couple of weeks ago, and are planning on starting the budget process early to not rush at the end of the year.

Streets, Property, & Facilities, Chair Mullendore – No meeting yet, but hopefully will have a meeting this next Monday.

Personnel Committee, Chair Leslie Sena – No report.

Water & Sewer, Chair John Snyder – Chair Snyder apologized to Mr. Echanove for any confusion about public communications. It was noted that following the meeting with Varela, efforts to provide information to the public have been challenging, but progress is imminent. Additional comments will be reserved until after the forthcoming meeting. The discussion at the prior meeting was noted as lengthy and engaging, with the timing now right to move towards public disclosure.

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

Joint Fire Board, Chair Molly Quigley – Absent Chair Sena reported they had a discussion mostly about the firetruck.

COUNCILMEMBER COMMENTS

Councilmember Anderson would like to thank Stephanie and Misty for all their hard work and that they appreciate it.

Councilmember Sena would like to say thank you for the firetruck.

MAYOR'S REPORT

Mayor Sievers reported that he had several meetings in the recent weeks, notably the August 13th, Vision to Action Meeting. Progress continues with EPA technical assistance and an additional meeting scheduled for tomorrow. Plans are underway to hold a public meeting to gather community input, targeted for late September, though the date is not yet finalized.

Mayor Sievers attended the Association of Washington Cities Legislative Priorities Webinar on August 18, advocating for increased support for small communities unable to afford large projects like the sewer

upgrade. He noted minimal state budget assistance is expected in the coming years, but emphasized ongoing advocacy to meet the city's needs.

Mayor Sievers reported on August 19, he had a meeting with Haley & Aldrich regarding the integrated planning grant for the St. Elmo site evaluation. During ground-penetrating radar work by a subcontractor, an unknown tank was discovered, requiring plan adjustments. Revised plans were submitted to Ecology, which approved them. The project team plans to proceed with a backhoe investigation for the tank, followed by testing if found. Targeted project progress is mid-September. Expired locates must be renewed before September 9.

Mayor Sievers is meeting August 27 with Rural Development Initiatives focused on long-term vision casting.

Mayor Sievers responded to a question about the street parking ordinance prohibiting extended parking on the street. This regulation (PMC 10.32) has been in place for at least a decade and is occasionally enforced by asking residents to move vehicles when necessary.

Mayor Sievers acknowledged concerns raised by a couple of residents present at the meeting. He expressed that the City Attorney and the City continue to take a different view of the concerns than the residents.

PAYMENT OF BILLS

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

Payroll Paid	EFT	\$1,127.88
Claims Paid	EFT + Check # 14748-14749, 14751-14756	\$19,222.69
	Total	\$20,350.57

ADJOURNMENT

Councilmember Sena moved to adjourn the meeting. The motion was seconded by Councilmember Snyder and approved unanimously (Y-5 | N-0 | A-0). The meeting adjourned at 8:01 PM.

APPROVED: _____

ATTEST: _____

DATE: _____

Public Works Superintendent Council Report

Date: August 22, 2025

WATER:

We will read meters this coming Monday.

We are still getting a few locates.

Mike and Dean from Mission looked at the water and sewer side for the SCADA system on Wednesday to get a quote together for both systems.

SEL will be here on Tuesday to go over the SCADA system with Mike.

SEWER:

SJ Environmental and Chad are still working to clean up the clarifier. We're getting a lot of sludge in it and we are wasting 4 hours a day which means we will be pressing more.

POOL:

The pool was almost problem free this season. The chlorinator ring that cracked a couple of weeks ago was about the only problem that we had.

OTHER:

Morgan's last day is today (Friday).

RV PARK:

An irrigation pipe broke by the pool in the grass island of space 8. Dominic, Morgan, and Chad repaired the pipe.

COMPOST:

Mike cleaned out all the compost by the sewer and plant and hauled it to well 3.

STREETS:

We've delivered a couple loads of gravel to residents.

Dom and Morgan cut down a wild rose bush on Sumner Street.

Palouse Police Department report for Palouse City Council meeting August 26, 2025:

Twenty two calls for service with five calls being ordinance related since last council.

ZERO callouts.

250811-01/250811-03 – On 8-11-25 between the hours of 0130 and 0330, two residences were the victims of vandalism. The first victim had someone knock on their door so hard it broke the window on the door. They did not call police when it happened. The second victim had their own sprinkler thrown through their bedroom window at 0330 hours. The victim called 911 and WCSO deputy responded. I conducted follow up with both victims the next day. I was able to obtain video from the first incident which showed a white male in late teens or early twenties, blonde short hair, black Adidas slides, black Nike or Puma athletic socks, gray shorts and white t-shirt run up the stairs, knock hard on the door, jump back down the stairs and flee in a waiting vehicle that was not on camera. At about 0230 hours, the town of Garfield had a similar incident in which someone threw an item at a house and fled in a vehicle. In cooperation with WCSO we posted the video on their Facebook page in hopes of positively identifying the suspect. I worked with WCSO Deputies Alcantar and Handley to determine possible suspects. We interviewed two possible suspects that were brought forth by citizens who viewed the video. Both were ruled out due to being able to prove they were not in Palouse anywhere close to the timeframe or physical scars, marks and tattoos that were not consistent with the video. Anyone with suspect information please call. Case remains open.

250812-02 – While on pro-active patrol I observed a green SUV parked in Lion's Park with no camping equipment around it. I had noticed the vehicle a couple days prior. I made contact with the owner and learned the daughter she had been living with in Pullman had moved to another state at the end of the lease and now had no housing. She stated she had been paying the \$10 nightly fee at the grocery store but asked if I had any resources to help her find housing. I followed up with her the next day and learned that she had been contacted by someone stating they were a Lions Club member and told she could not stay in the park. Luckily, another citizen had agreed to allow her to stay on his property until she could rent a house in Colfax starting September 1st. A representative of Lions Club leadership reached out to me and stated if I felt she was not a danger to the community or involved with drugs she could use the park if she had no other options. I advised housing had already been arranged and that I was confident the woman was just down on her luck and not a danger in case she needed the park as backup.

250812-04 – While on pro-active patrol I received a call from a citizen advising of a suspicious male dressed all in black riding a ten speed at the city park. I was advised the male had walked around the food table at the Youth Bible Camp that was currently in session. I arrived within thirty seconds but was told the male had left eastbound towards the middle of the city. I contacted grocery store employees that were outside and asked if they had seen the male based upon the description I gave. The employees advised it was a city resident who I was familiar with, thereby, eliminating my cause for concern. I relayed the information back to the reporting party.

250813-01 – While off duty and on call at 0130 hours, a citizen reported to 911 that they heard then observed a young adult male with a Subaru Forester type vehicle at the corner of F Street and E Cannon. The reporting party stated they heard the FFA sheep barn door open and then a car door close. The

reporting party went out to investigate and confronted the male who stated his tire was loose and he was lost. The male denied being in the sheep barn and left the area. Whitcom did not dispatch the call nor did they call me to report the incident so I could respond. I requested a Whitcom supervisor remind and instruct all dispatchers to call me immediately for any calls in Palouse (which they normally do) so I can respond or request a deputy on duty respond. Any citizen wanting to report suspicious activity at any time of day are reminded to feel free to call me directly on my personal cell phone so a quick response can be had. I made contact the next day with school admin who advised there was nothing missing or any damage to the sheep barn.

250815-01 – While off duty and on call I received a call from a female advising her daughter and son in law from Ephrata had been the victims of a rental scam that involved addresses listed for rent in Palouse on Craigslist. I am familiar with this scam as I had two previous reports from a couple months earlier. The scammer lists addresses in Palouse (that are occupied and not for rent) for rent, gives an Indiana area code number to call, uses the fake name “Brandon Lovins,” requests up front damage or first/last month rent to be paid via the CHIME app, and never meets in person. I have flagged both the Craigslist ad and the subjects CHIME app for fraud but the scam continues. When you call the number it goes to voicemail with no ability to leave a message. I immediately requested the Palouse City Clerk send out a list serve email to alert Palouse citizens of the scam. The Whitman County Gazette also requested an interview on the subject so as to alert all citizens in Whitman County. As a reminder, NEVER agree to give credit card or bank information over the phone without first meeting in person who can show proof of ownership or as an agent of the owner.

250818-03 – While on patrol I received an emailed CPS referral to investigate an allegation made by a juvenile female during mental health counseling that her stepdad punched her brother one to two years ago causing a black eye. I made contact with the family and interviewed the alleged victim and witnesses. None of the involved parties could agree on when the incident happened, if it was a closed fist or open hand, if it was child discipline or abuse, or if a black eye was evident. Further investigation revealed the alleged assault happened in Idaho. I conferred with Whitman County Prosecutor Denis Tracy who confirmed that even though the involved parties now live in Palouse, any criminal prosecution for a crime that occurred in another jurisdiction would not be handled in Whitman County. I re-contacted Whitman County CPS and requested they forward the referral intake form to Post Falls PD for the appropriate agency to handle.

250818-04 – While on patrol a citizen called to advise they had been online looking for life insurance policies when they began receiving multiple phone calls from different phone number (eighteen in total). The citizen finally answered the last call and was told the person on the phone somehow had ascertained the reporting party was online looking for life insurance policies via their company website and they had found the perfect one for them. The scammer was pushy and insistent that the victim give permission to activate the policy and wanted their banking information. The victim refused and called to report it. I called all eighteen phone number and determined all eighteen were scrambled numbers to hide where the scammer was truly calling from. All eighteen immediately disconnected which is indicative of a fraudster using a jamming or scrambling device to hide their location or identity.

I have secured a deputy to provide traffic control for Palouse Days Parade participants on September 13th. The deputy will lead the beginning of the parade, shut down traffic at N Bridge Street and E Main

Street to allow for parade participants to clear the intersection, then reopen to vehicular traffic at the parade conclusion. I will bring up the rear of the parade as usual, opening the closure at Sgt. Jacob Demand Way and shutting down E Main Street at Hall Street for the remainder of the day.

Preparations are being made on the assumption that Haunted Palouse will be a go for 2025. I have requested two deputies to work with me each of the four nights for four to five hours. I will also be working the daytime kiddie event that I have been told is scheduled to go as well one of the Saturdays.

08/25/25
10:09

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					
250811-01	03:26:47	08/11/25	Mal Mischief		ACT
250811-02	05:08:21	08/11/25	Accident Noninj		INA
250811-03	09:19:23	08/11/25	Mal Mischief		INA
250811-04	11:22:51	08/11/25	Welfare Check		INA
250812-01	09:38:02	08/12/25	Animal Problem		INA
250812-02	09:50:01	08/12/25	Suspicious		INA
250812-03	10:08:16	08/12/25	Fraud		INA
250812-04	10:25:03	08/12/25	Suspicious		INA
250813-01	01:41:39	08/13/25	Suspicious		INA
250813-02	11:41:45	08/13/25	Business/Lic Pbn		INA
250815-01	08:20:36	08/15/25	Fraud		INA
250817-01	22:28:46	08/16/25	Suspicious		INA
250817-02	15:07:58	08/17/25	Animal Problem		INA
250818-01	08:05:20	08/18/25	Animal Problem		ACT
250818-02	08:58:17	08/18/25	Animal Problem		INA
250818-03	14:49:10	08/18/25	Cps Referral		INA
250818-04	14:49:53	08/18/25	Harassment		INA
250821-01	17:34:49	08/21/25	Disabled Vehicle		INA
250821-02	17:35:28	08/21/25	Suspicious		INA
250821-03	17:36:03	08/21/25	Fraud		ACT
250823-01	08:30:47	08/23/25	Found Property		INA
250825-01	09:23:45	08/25/25	Suspicious		INA
Total Incidents for This Agency:				22	

Total Incidents for This Report: 22

Report Includes:

All dates greater than `00:00:00 08/11/25`
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

*** End of Report /tmp/rptltLmui-rplwisr.r3_1 ***