



**City of Palouse
City Council Minutes
October 28, 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 7:02 PM

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

Councilmembers absent: Leslie Sena, Jacquelyn Huff

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

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

APPROVAL OF MINUTES:

Councilmember Anderson moved to approve the minutes of the Regular Council Meeting – October 14th, 2025. The motion was seconded by Councilmember Quigley and approved (Y-4 | N-0 | A-0).

Councilmember Snyder moved to approve the minutes of the Special Council Meeting – October 21st, 2025. The motion was seconded by Councilmember Anderson and approved (Y-4 | N-0 | A-0).

OPEN FORUM

Carmen Bolyard reiterated concerns about the municipal code and the county water rates, noting repealed ordinances and non-existent RCWs still cited. She expressed frustration from comments made by Councilmembers in a prior meeting.

Paula Fealy objected to the \$39.40 charge to county water customers, stating it was never approved and violates state law, requesting the charges be corrected through proper legal process.

COUNCIL SEAT #7 APPOINTMENT

Mayor Sievers and councilmembers interviewed and appointed council seat 7 position for a term ending 12/31/2025. Two applicants applied (Katherine Keener and Cheryl Johnson). Discussion ensued and questions were asked to both applicants.

The Council convened in executive session at 7:23 PM for a 10-minute session.

Mayor Sievers and councilmembers returned from executive session at 7:34 PM.

Councilmember Anderson moved to appoint Katherine Keener to Seat 7 for a term ending 12/31/2025. Councilmember Mullendore seconded the motion. The motion passed (Y-3 | N-Quigley | A-0).

ADMINISTRATION OF THE OATH OF OFFICE

Mayor Sievers administered the Oath of Office to Katherine Keener for the position of Seat 7 on the Palouse City Council. Councilmember Keener then joined the remainder of the council meeting.

PUBLIC WORKS REPORT

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

POLICE REPORT

Officer Anderson submitted a written report (attached).

SNYDER – yet again bothered with people harassing us at our house – problem for 3 years. Very much appreciate officer doing the best he can to get us some separation.

CITY ADMININSTRATOR REPORT

(CA) La Follett reported a response from WSDOT regarding our inquiry about restoring parking near the intersection of Main St. & Hwy. 27 in front of Cultivated following the removal of the tree that blocked the stop sign and flashing signal. WSDOT suggests moving the stop sign almost into the intersection – there is a mark painted on the asphalt in the road approximately 2' from the end of those parking spots. LaFollett and council don't think that's a good idea and suggest continued discussion.

(CA) La Follett reported that grant funding is available from the Department of Commerce for required periodic updates to the City's Comprehensive Plan, including updates to the Critical Areas Ordinance and Natural Resource Land Designations. We won't have to meet any of the climate components due to the City's size. The grant will provide \$10,000 for 2025-26 and \$10,000 for 2026-27 for consultant services to develop a periodic update work plan, navigate the SEPA process, draft the Critical Areas Ordinance, etc.

(CA) La Follett reported that the broken headstone at the cemetery was replaced this week.

(CA) La Follett reported that the audit is ongoing, and that staff is working to piece together things that happened before our time.

OLD BUSINESSClear Creek Systems Effluent Treatability Report Update:

Mayor Sievers reported that the initial report from Clear Creek Systems on options for treating wastewater effluent to meet regulatory standards was received and passed on to council for review. Councilmember Snyder indicated that further testing was suggested and an additional sample will be procured and tested at no additional cost to the City. Councilmember Snyder expressed appreciation for the many people who helped make the initial testing possible, including the transportation of an effluent sample across the state.

Horizon Tower Revised Lease Agreement:

Mayor Sievers recapped the Horizon/Verizon tower development culminating in a request at the last Board of Adjustment meeting for a different easement to be used for access across non City-owned property to the City's property. Horizon/Verizon had the site surveyed and we worked with the landowner and tenant

farmer to identify a more amenable easement. An agreement was reached for the City to revoke the current easement and for the landowner to designate a new easement for access. The new easement location essentially extends Pauline Lane from a location near to the well and solar panels through the fields to the City property. All parties are in agreement with the changes. The City needs to take a couple of actions – amend the lease agreement with the new tower and easement locations, release the current easement, and approve the new easement. Mayor Sievers is requesting that council authorize the mayor to: amend the lease, release the current easement, accept the new easement, and for the City to pay the recording fees.

Councilmember Anderson made a motion to amend the Horizon Tower Lease Agreement to include the new tower and easement locations. The motion was seconded by Councilmember Keener. Councilmember Snyder inquired about the potential impact on the currently approved sewer project at that site, and Mayor Sievers reported that the easement will provide access to the location and not impact the sewer project as it stands. The motion was approved (Y-5 | N-0 | A-0).

Termination of Existing Easement with Harlow Farms for Access to City-Owned Property:

Councilmember Snyder made a motion to release the existing easement with Harlow Farms for access to City-owned property and for the City to pay the recording fees. The motion was seconded by Councilmember Mullendore and approved (Y-5 | N-0 | A-0).

Approval of New Easement with Harlow Farms for Access to City-Owned Property:

Councilmember Anderson made a motion to approve the new deed of easement with Harlow Farms for access to City-owned property and for the City to pay the recording fees. The motion was seconded by Councilmember Keener and approved (Y-5 | N-0 | A-0).

Resolution 2025-18 – Interfund Loan Approval for FD Truck:

Mayor Sievers indicated that the next step is the FD Truck purchase is to authorize an inter-fund loan of \$108,990 to pay the deposit on the vehicle. The loan will be repaid with proceeds from the loan the state has approved for dispersal in late November. All the pieces are in place for the funds to be wired tomorrow pending council approval. Mayor Sievers read resolution 2025-18.

Councilmember Quigley made a motion to approve Resolution 2025-18. The motion was seconded by Councilmember Snyder and approved (Y-5 | N-0 | A-0).

NEW BUSINESS

None.

COMMITTEE REPORTS

Budget, Finance, Major Acquisitions, Chair Anderson – No report.

Streets, Property, & Facilities, Chair Mullendore – No report, just questions. Councilmember Mullendore inquired about what it would take to get diagonal parking all the way down Main St. heading toward Potlatch. Mayor Sievers indicated the City could follow up with the state and see if they're okay with it, given that it's a state highway.

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

Water & Sewer, Chair John Snyder – No report.

Policy & Administration, – No chair, no report.

Joint Fire Board, Chair Molly Quigley – had meeting last Monday – voted Marie Dymkowski in as secretary for the JFB. JFB also is requesting that the city purchase a laptop for the secretary position. Rural will reimburse the City 100% for laptop. JFB also would like monthly reimbursement back to deputy clerk like it has been in the past, and requests that their minutes be posted on the city website. JFB secretary would be willing to do that if trained and given permission to do so. Councilmember Quigley inquired if anything had been learned about House Bill 1047, exempting rural fire districts from paying sales tax on vehicle purchases. CA LaFollett indicated no new information at this time.

COUNCILMEMBER COMMENTS

Councilmember Mullendore inquired about development of a Facebook page for the City to keep news going out in the community and expressed concern that people aren't reading the City e-mails. CA LaFollett indicated that MRSC has identified a number of concerns with social media, particularly as it relates to the creation and maintenance of public records and past councils have determined not to take the social media path. DC Welch indicated a few people have been having difficulty receiving City e-mails but that it appears limited.

MAYOR'S REPORT

Mayor Sievers reported that the Vision to Action process is continuing for the St. Elmo. After launching a digital survey – more than 100 responses were received. A follow-up workshop takes place on 11/5/25 from 6-8 in the community center – all are invited. The workshop will present feedback from the community and next steps.

Mayor Sievers met with the Port of Whitman Commissioners last Tuesday to discuss Palouse and the issues we face, particularly rail and freight traffic through town, the crumbling wall at the back of the RV Park, the St. Elmo, potential brownfield sites, etc.

Mayor Sievers indicated that there are several vacancies on the Planning Commission and we had one applicant – Corbin LaMont. Mayor Sievers is asking for Council's consent to appoint Corbin LaMont to Seat 5 on the Planning Commission for a term expiring 12/31/2027.

Councilmember Anderson made a motion to appoint Corbin LaMont to Seat 5 on the Planning Commission. The motion was seconded by Councilmember Snyder and approved unanimously (Y-5, N-0, A-0).

Mayor Sievers indicated he had heard some restlessness in the community about the City not conducting a full audit and wanted to address some misinformation. The Auditors reached out to the City and recommended that the City not proceed with a full audit (which is not required by state law for cities our size) given the increased costs and the impact on staff. They expressed confidence that the Accountability Audit was sufficient and the city didn't need to incur the additional cost (minimally \$14,000).

Mayor Sievers indicated he had connected with Daniel Cowger from Varela regarding a rate study for the sewer project. At IACC, there was a session on rate studies and it seemed as if doing a rate study might

benefit the community and community members by developing a full picture and better understanding of the costs associated with building and maintain sewer infrastructure and planning for the future. A recommendation for how to move forward will be forthcoming.

Councilmember Mullendore inquired about Vision to Action and the cost to the City. Mayor Sievers indicated that Vision to Action is a technical assistance provided through EPA. The City has put in between \$4,000 and \$5,000 and leveraged \$50,000 for the CERB Economic Feasibility Study + approximately \$7,500 in community support, \$200,000 from the Department of Ecology Integrated Planning Grant for environmental assessment and additional economic assessments, the Building Blocks for Sustainable Communities technical assistance program and now the Vision to Action technical assistance – both through EPA.

PAYMENT OF BILLS

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

Payroll Paid	EFT	\$14,891.93
Claims Paid	EFT + Check # 14869-14873, 14875-14878	\$14,974.81
	Total	\$29,866.74

Next meeting is 11/11 – Veterans Day. Mayor Sievers inquired if Council wanted to reschedule to an alternate day.

Councilmember Keener moved to change the next meeting from November 11th to November 10th at 7 PM at City Hall. The motion was seconded by Councilmember Mullendore and unanimously approved (Y-5 | N-0 | A-0).

ADJOURNMENT

Councilmember Anderson moved to adjourn the meeting. The motion was seconded by Councilmember Keener and approved unanimously (Y-5 | N-0 | A-0). The meeting adjourned at 8:38 PM.

APPROVED: _____

ATTEST: _____

DATE: _____

Palouse Police Department report for Palouse City Council meeting October 28, 2025:

Twelve calls for service with four being ordinance related.

One criminal citation and four infractions issued.

One callout.

251010-01 – While working patrol I was contacted by a citizen wanting to complain about a neighbor not complying with Palouse Municipal Code 8.12 Public Nuisances as the neighbor had large piles of trash/junk in different sections of the yard to include building materials like cement blocks, piles of lumber, large empty 50 gallon barrels, window screens, windows, bicycles and garbage cans. Investigation revealed the complainant's back porch is raised which allows him to see over the six foot fence the neighbor had constructed to be in compliance with ordinance. Therefore, the back property that has junk is not out of compliance but the front yard is in violation because there is no visual screening, like a fence. I contacted the property owner as no one currently lives in the house and advised of the violation. The owner text back he would have the front and side property cleaned up. Follow up required in the next month.

251010-02 – While working patrol I received complaints from multiple citizens on the south hill about juvenile females failing to stop at the stop sign at the intersection of Wall and E Union Streets. The complainants advised almost being struck in their vehicle on one occasion and walking in the area and observing both drivers run the stop sign. Complainants advise this is a recurring issue with the same vehicles and drivers. Further investigation revealed the identity of the drivers. I made contact with both juvenile parents and advised of the complaints. I requested they immediately address it with the daughters and handle it internally rather than risk citations that could result in jacked up insurance rates for the entire family. Both sets of parents were responsive and cooperative advising they would handle it in house reminding their daughters of the implications involved with driving in an unsafe manner and the repercussions of receiving moving violations citations to their legal driving status.

251012-01 – While off duty and on call I received a phone call from an adult son of an elderly woman whom he believed was being financially exploited by a fraudster via text that resulted in his elderly mother sending cash to the fraudster. Based upon the amount cash missing I put on my uniform and made contact with the woman who I know from previous contacts. The woman agreed to show me the text thread to include a fake "WANTED BY THE FBI" poster showing a picture of herself and the alleged fraudster in an attempt to get the victim to not contact law enforcement. I explained to the victim that this was clearly a scam as the fraudster had never had any form of communication except for text and the number is associated with text to talk numbers that are indicative of a fraud used by criminals to mask the real number they are texting/calling from. I was able to prove to the woman it was a scam because the picture on the WANTED poster was a selfie she took and sent to the fraudster upon the fraudsters request weeks earlier. Therefore, the fraudster would be the only person that had access to that picture so how could the FBI have it for a WANTED poster. I worked with the woman to develop a game plan and strategy to avoid future communication with the scammer. I advised the woman to call me anytime she felt she needed to vet anyone reaching out from unknown numbers in an attempt to get cash. I re-contacted the adult son and advised of the action taken.

251015-01 – While working pro-active traffic enforcement I observed a vehicle with no plates on the north hill. I stopped the vehicle and could see a piece of paper taped behind the tinted back window. The piece of paper was a bill of sale – which does not replace a license plate, temp plate or three day trip permit as proper registration for legal travel in Washington. The bill of sale stated it was sold to the driver in June 2025 but the driver had not transferred it into his name within forty five days as required by RCW. A check of the VIN revealed the registration expired 12-2024. The driver had no vehicle insurance. I issued criminal citation for violation of RCW 46.12.650 – Failure To Transfer Title Within 45 Days. I issued two infraction citations for Expired Registration Over Two Months and Operate Motor Vehicle Without Insurance. Two days later I learned the driver had come into compliance with Washington law by legally licensing the vehicle in his name and getting current plates/insurance.

251016-01 – While working patrol I heard Whitcom dispatch EMS to an address after some friends discovered an elderly woman had fallen in her bathroom, had been there since the night before and could not get up. I responded and learned no Palouse EMS personnel were able to respond. I made sure Pullman Paramedics were enroute and managed to get the woman off the floor into a sitting position until Pullman arrived to transport her to the hospital for evaluation.

251016-03 – While working patrol I heard Whitcom dispatch Palouse EMS to respond to an address on the north hill for an elderly male suffering from stroke symptoms. EMS/Pullman Paramedics determined Life Flight was needed and requested they be dispatched to the airfield just south of Palouse city limits. Within 30-40 minutes, Life Flight arrived in the area but had lost communication with Whitcom and appeared to be unsure where the landing zone was. I was able to get their attention by driving with my emergency lights activated and waving at them from my driver window for them to follow me. Shockingly, this crude attempt worked and they followed me to the landing zone to meet the ambulance.

251016-04 – While working pro-active traffic enforcement I observed a vehicle with California plates that expired in 08-2021. The vehicle registration was suspended as of 01-2023. I stopped the vehicle and contacted the driver. I learned the owner/driver had lived in Washington for the past couple years. I advised he was required by Washington State law to get Washington plates for the vehicle. Driver said he “hardly ever drove it” and that is why he had failed to get current plates or have current insurance for the vehicle. To ensure he came into compliance I issued two infractions for Expired Tabs Over Two Months and Operate Motor Vehicle Without Insurance. I suggested he get the current plates and proof of insurance prior to his court date.

251020-10 – While working school patrol I received a call from a family member of an elderly male who lived in Palouse requesting a welfare check as he was not answering his phone. I drove to the location and got no response at the door. I know this male to have a long health history to include mobility and diabetic issues. I entered the residence through the unlocked door announcing my presence and his name. I located the male in his bedroom. The male had appeared to have fallen off the bed, was stuck between the bed and the wall, and was awake/conscious but non responsive. It was clear at the minimum there was a health related diabetic issue that needed attention. I requested EMS/Pullman Paramedics respond. It was determined the male had blood sugar at dangerously high level and was transported to the hospital for treatment as he was non communicative. I called the family member back and updated them on the situation.

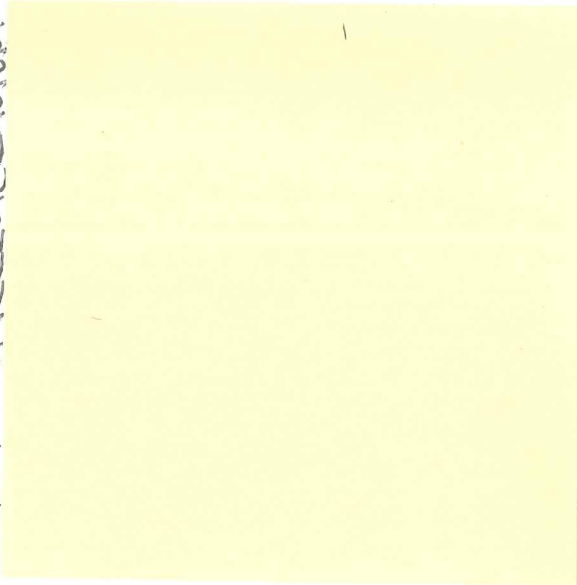
First weekend of Haunted Palouse saw attendance/tickets sold at 327 on Friday night. Saturday night was significantly more busy with 751 tickets sold. No security incidents to report. Pre-sale tickets for the upcoming weekend are 172 for Friday night and 190 for Saturday night. I will have updated and corrected attendance numbers for the next council report to include walk ups.

603

10/23/25
11:30

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					
251010-01	16:09:07 10/10/25	Code Violations			INA
251010-02	16:09:31 10/10/25	Traffic Offense		INA	
251012-01	18:42:05 10/12/25	Fraud		INA	
251013-01	09:28:02 10/13/25	Animal Problem		INA	
251013-02	09:28:35 10/13/25	Animal Problem		INA	
251015-01	08:14:40 10/15/25	Traffic Offense		CAA	
251016-01	11:24:12 10/16/25	Fall		INA	
251016-02	12:25:10 10/16/25	Code Violations		INA	
251016-03	15:11:05 10/16/25	Stroke		INA	
251016-04	16:03:18 10/16/25	Traffic Offense		INF	
251018-01	19:36:42 10/18/25	Suspicious		INA	
251020-01	07:31:56 10/20/25	Welfare Check		INA	
Total Incidents for This Agency:			12		

Total Incidents for This Report: 12

Report Includes:

All dates greater than `12:00:00 10/09/25`
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/rptu2WRHz-rplwlsr.r3_1 ***

Public Works Superintendent Council Report

Date: October 27, 2025

WATER:

We will read meters this week.

We got the Culton and Bluff Street leak completed and filled in with gravel and will asphalt it when the weather warms up next spring early summer. We had to retap the main and configure the piping so it would fit. No leaks so we should be good to go.

Chad flushed hydrants on Friday.

Mike took a recert class last week and has one on Thursday and another one next Tuesday. Well 3 had an overload light that came on over the weekend. Not sure what caused that but we should be good to go now.

SEWER:

One of the three blower motors needs to be rebuilt because of the bearings. KME thought with the bearings going out that it was drawing too much amperage and our sludge rake tripped the breaker. Everything seems to be working now since we switched to a different blower.

SHOP:

Mike did more maintenance on the backhoe.

PARKS:

We got the irrigation systems blown out at RV Park, Heritage Park and Hayton Green Park. Dominick put the mulch kit on the zero turn and has mulched leaves at the park twice.

STREETS:

We are sweeping streets today.

HAUNTED PALOUSE:

We did a little setup for the streets the week before.