



City of Palouse
City Council Minutes
November 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 7:01 PM

Councilmembers present: John Snyder, Danny Mullendore, Leslie Sena, Molly Quigley, Rainy Anderson, Jacquelyn Huff, Katherine Keener

Councilmembers absent:

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

APPROVAL OF MINUTES:

Councilmember Anderson moved to approve the minutes of the Regular Council Meeting – October 28th, 2025. The motion was seconded by Councilmember Snyder and approved (Y-4 | N-0 | A-2 (Sena, Huff)).

OPEN FORUM

Steve McGehee spoke in regards to the water rates and the Palouse Municipal Code 13.20.060.

Joe Ferlito addressed council and complimented the panel in getting better and doing a great job.

Cheryl Sanders addressed council on a water/sewer follow-up and inquired about our deadline.

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 reported limited updates until the budget review. She noted the House Bill to waive the sales tax of the fire truck is still in committee at the state Legislature and yet to be approved. The fire truck sales tax would still cost \$45,000, and requested Councilmember Quigley share this information with the fire board at their next meeting.

OLD BUSINESS

None.

NEW BUSINESSPreliminary Budget and 2026 Fee Schedule - Discussion:

(CA) La Follett reported the budget committee has met twice and begun reviewing funds. A preliminary budget hearing will be held at the next council meeting, with final adoption planned for the last meeting of the year. The draft 2025 budget includes a 3% increase across all line items and remains a working document. The fee schedule is under review, and the salary schedule will be addressed next meeting. Discussion followed by Councilmembers and City Admin.

(CA) La Follett reported that the current Fee Schedule, included with the budget materials, requires minimal changes, with only minor adjustments such as colored copy fees. All fees are covering expenses, and will need to adopt this by the first of the year along with salary schedules.

Whitman County Criminal Justice Contract – Discussion:

(CA) La Follett noted the annual cost will increase from \$4,725 to \$5,250 in 2026, which is considered reasonable. The contract covers arrests, fines, and adjudication of most offenses except code violations, providing essential legal enforcement for the city. The contract will take effect January 1, 2026. (CA) La Follett also reported that the Humane Society contract is pending a final signature from the city attorney.

COMMITTEE REPORTS

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

Streets, Property, & Facilities, Chair Mullendore – Had a meeting right before this council meeting and will have forthcoming reports.

Personnel Committee, Chair Leslie Sena – No report.

Water & Sewer, Chair John Snyder – Nothing new to report, but a recap was provided on water and sewer options. A new potential provider, Clear Creek, has emerged, offering partial nitrate reduction though not full elimination. They are conducting additional nitrate testing, with results expected by Thanksgiving. The city continues evaluating several costly options and will present all findings and recommendations to the public once complete. The goal is to identify a feasible, cost-effective solution in coordination with state and federal agencies.

Policy & Administration, – No chair, no report.

Joint Fire Board, Chair Molly Quigley – We have a meeting Monday, November 17th.

COUNCILMEMBER COMMENTS

Councilmember Anderson suggested moving council meetings to 6:00 PM to avoid late evenings. Mayor Sievers noted this would require a change to the city code and can be added to an upcoming agenda for consideration.

MAYOR'S REPORT

Mayor Sievers reported recent informal meetings at Cultivated to discuss comprehensive plan ideas.

Mayor Sievers noted the Vision 2 Action workshop at the Community Center was well attended, with 35-40 participants providing input on potential uses and costs for the St. Elmo property. Surveys were collected, and (CA) La Follett will post the workshop slides on the city website.

PAYMENT OF BILLS

Councilmember Sena moved to allow the payment of bills. The motion was seconded by Councilmember Huff. Councilmember Quigley inquired about a check, and (CA) La Follett explained it was a voided check with a corrected check replacing it. The motion was unanimously approved (Y-7 | N-0 | A-0).

Payroll Paid	EFT + Check # 14879-14889	\$35,466.35
Claims Paid	Check # 14891-14912	\$16,234.78
	Total	\$51,701.13

ADJOURNMENT

Councilmember Huff moved to adjourn the meeting. The motion was seconded by Councilmember Keener and unanimously approved (Y-7 | N-0 | A-0). The meeting adjourned at 7:43 PM.

APPROVED: _____

ATTEST: _____

DATE: _____

Public Works Superintendent Council Report

Date: November 8, 2025

WATER:

We read meters at the end of October.

We had a water leak at Tony Wright's. Old galvanized pipe into brass curb stop the common repairs that we must deal with on most water leaks. Two dissimilar metals.

Mike replaced a meter lid that got driven over. Resident was worried it was a tripping hazard and that the meter would freeze if there was not a new cover.

Mike got a call that a meter box was full of water after a plumber worked on a broken pipe. When the plumber turned the water back on, they didn't turn the valve to the right spot.

Mike took 3 water classes for CEU's in the last 2 weeks.

SEWER:

We need to remove #1 blower motor to get repaired. KME will replace the bearings in it and then we can put it back into service.

We had KME come out and address a couple of problems that the plant is having. The lift pumps, and the sludge rake.

SHOP:

The street sweeper had two blown hydraulic hoses. There is another leak discovered yesterday but I haven't investigated it yet. We may not get everything swept this year and maybe into the future. The sweeper is just short of going to the graveyard. We'll take it to the Tymco dealer in Spokane when or if we get done sweeping.

PARKS:

Mike & Dom got done winterizing everything that we couldn't until Haunted Palouse was over.

Dom has been mulching lots of leaves in the park and strips.

Mike got a ton of fertilizer yesterday for the park and cemetery. We will fertilize after all of the leaves are mulched.

STREETS:

Mike & Chad have been sweeping streets.

Palouse Police Department report for Palouse City Council meeting November 11, 2025:

Fourteen calls for service since last council with six being ordinance related.

ZERO callouts.

251025-02 – While working Haunted Palouse Kid Spooktacular I was contacted by a frantic parent advising he could not locate his five year old son. The parent advised the five year son was last seen with his eight year old daughter at Heritage Park which was the center of the festivities. I obtained the child's name and clothing description then began canvassing the area for the child while beginning to organize and call Whitman County Search and Rescue Coordinators. Five to ten minutes later I was flagged down to advise the child was found at Palouse Caboose.

251025-03 – While working the evening Haunted Palouse event I received a call on my cell from an event organizer advising an adult female had backed into another vehicle in the 300 block of E Main Street. The volunteer advised she believed the woman was possibly DUI. I requested the two WCSO Deputies working the event with me respond to the location as well. Upon arrival Deputy Griffiths had contacted the suspected DUI driver while I handled the collision investigation. Further investigation led to the arrest and booking of the driver for DUI. Victim vehicle was unoccupied at the time. I knew the victim registered owner and relayed all pertinent information to them to file a claim with insurance. Excellent example of the high quality working relationship between Palouse PD and WCSO to quickly and efficiently handle the collision/arrest while not interfering with HP traffic flow and events.

251026-01 – While off duty and on call I received a text from a business owner that included a screenshot from a security camera of a dog urinating on her Halloween decorations. The business owner requested assistance in identifying the dog owner as the urine had damaged the decorations. I was able to use comments from social media posts that helped identify the dog owner. I made contact at the dog owner's house. It was clear the dog owner was upset and stressed out from the comments on social media made by others who saw the business owner's post. The dog owner was glad I made contact because she wanted to apologize to the business owner, explain she was unaware it happened and offer to pay for any damage. I gave her the business owner phone number so she could address the issue. The business owner later text to say the dog owner did indeed reach out, apologize and offered to make it right.

251027-01 – While working patrol I was dispatched to an address on the south hill where an adult male believed someone was throwing chestnuts into his yard on purpose to poison or sicken his dogs. The male has had two recent confrontations with other adults walking by his property and believed it could be related to that. The male said he found a chestnut on two occasions in the past month and one of his dogs began experiencing symptoms of sickness. I advised the male to get cameras pointed towards the road so that all people walking by his residence would be observed if someone did indeed throw an object onto his property in the future.

251028-01 – While on patrol I was contacted by an adult female on the north hill advising of a large poodle mix running loose through yards and the public roadway. The reporting party advised the dog would low growl, bark and run away if someone tried to get close to capture it. I had received reports of a dog matching that description two days earlier in the same area but did not locate it. Due to the fact

the dog had been running loose for two days, was possibly a public safety hazard due to the growling and running loose on the roadways, I called Pullman Animal Control to request they respond with their more advanced equipment/resources to help catch the dog. Pullman AC has a ten foot catch pole and large kennels that act as traps for dogs that will not allow humans to approach. Pullman AC arrived and we quickly realized the only option would be the large kennel trap baited with food. The original reporting party agreed to allow Pullman AC to set up the kennel trap on her porch as the dog seemed to gravitate and feel more comfortable on her property. A check of the kennel the next morning revealed the dog had indeed been caught. Pullman AC responded and transported the dog to Whitman County Humane Society for housing until it could be reunited with its owner.

251030-01 – While working patrol I was contacted by a citizen on the north hill wanting to report an attempted scam via the phone. The reporting party advised they received a call from someone claiming to be with a police department in California advising they had his daughter in custody, had confiscated her phone (so the reporting party would not try and call to verify the story) and needed \$10K bail to free her. The reporting party then received a call from a different number that purported to be the defense attorney assigned to his daughter. The alleged defense attorney confirmed the bail was \$10K and tried to get the father to pay over the phone. The reporting party then called Palouse PD. As a reminder, police departments will not call you directly to get you to pay bails. The call comes directly from the person in custody. Never pay “bail” over the phone.

251103-01 = While working patrol I received a call from a citizen advising that a pickup was partially blocking his driveway so he went outside to investigate. The reporting party could see a rifle in between the seats while the driver side window was down and the door appeared to be unlocked. This is clearly not only a HUGE safety issue, as anyone could open the door and grab the rifle, but it is also illegal to have a rifle in plain view AND have the vehicle door unlocked. I canvassed the neighborhood looking for the driver and located him in the backyard of a house performing landscaping work. I ordered him to move the vehicle clear of the driveway, secure the rifle in the back of the vehicle, place it out of view and lock the doors. I explained that he had committed two misdemeanor crimes by being so cavalier with the security of the rifle and that any further violations of this type would result in arrest.

251106-01 – While working patrol and enroute to WCSO firearm training at the Whitman County SO gun range, I heard Deputy Handley yelling on the radio during a traffic stop. It was clear he needed a fast back and I was about five miles away. Multiple units advised enroute to assist. While enroute Deputy Handley advised he had one detained. I arrived and determined the driver had a realistic large caliber revolver in between the front seats in plain view and in reach of the driver. Deputy Handley observed the weapon and asked the driver if he had a permit for the weapon. The driver mistakenly reached for the firearm which resulted in the broadcast that I had heard Deputy Handley lawfully ordering the driver not to reach for it. I assisted on scene until Deputy Handley cleared the location and booked the driver for DWLS.

2025 Haunted Palouse saw 2553 tickets sold – on par with 2024 tickets sold of 2600. The community can be grateful for the efforts of Jamie Gaber, Stephanie Frost, Olif Wojciechowski, Karen Peltier, Shannon Plunkett and Bob Brown, among others, for the massive amount of time they volunteered to put together the traditional event. Palouse PD appreciates the partnership with the Palouse Chamber of Commerce and Haunted Palouse Committee to ensure the safety and security of the event. Palouse PD

would also like to thank WCSO Deputies Joe Handley, Amy Griffiths, and Morgan Scharff for working the event with me. WCSO continues to be an invaluable partner in the security/safety of community events for the City of Palouse. Palouse PD also thanks Sheriff Myers and Undersheriff Chapman for approving and scheduling the deputies for our events.

On 11-3-2025 I received my yearly recertification by taking two hours of ACCESS Level 2 training and passing the post training test. This is a yearly requirement of all law enforcement officers in Washington State. I am required to take Level 2 training because of my responsibilities as Palouse PD Terminal Access Coordinator (TAC). The FBI and ACCESS are continually updating the rules and regulations that users must be knowledgeable about in order to continue to be certified and allowed access to the system. This is why ACCESS testing and recertification has become annual instead of every two years.

On 11-6-25 I was invited by WCSO Firearm Instructors Sgt Olin and Deputy Pelissier to participate in a two hour block of firearm training at the WCSO range. I attended the session and received training and practice on close quarter shooting, shooting from cover, shooting from prone/sitting position at distance, shooting while moving to cover, shooting from the driver seat of a vehicle as well as completed my second firearm qualification for the year.

11/06/25
14:14

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					
251025-01	10:43:50	10/25/25	Animal Problem		INA
251025-02	16:39:24	10/25/25	Missing Person		INA
251025-03	21:14:02	10/25/25	Accident Nonin		INA
251026-01	13:07:43	10/26/25	Animal Stray		INA
251026-02	19:43:33	10/26/25	Citizen Assist		INA
251027-01	11:18:38	10/27/25	Animal Problem		INA
251028-01	08:18:19	10/28/25	Animal Problem		INA
251028-02	11:15:39	10/28/25	Animal Problem		INA
251029-01	17:35:31	10/29/25	Animal Problem		INA
251030-01	08:55:35	10/30/25	Fraud		INA
251031-01	12:02:08	10/31/25	Citizen Assist		INA
251103-01	08:18:17	11/03/25	Suspicious		INA
251106-01	08:53:24	11/06/25	Dwls		INA
251106-02	13:32:14	11/06/25	Found Property		INA
Total Incidents for This Agency:				14	

Total Incidents for This Report: 14

Report Includes:

All dates greater than `00:00:00 10/24/25`
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/rptleEFTa-rplwisr.r3_1 ***
