



City of Palouse  
City Council Minutes  
March 24, 2026  
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, Bill Slinkard, Jacquelyn Huff, Megan Cuellar

Councilmembers absent: Rainy Anderson

City Staff Present: City Administrator (CA) Misty La Follett

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

### **APPROVAL OF MINUTES:**

Councilmember Cuellar moved to approve the minutes of the Regular Council Meeting – March 10, 2026. The motion was seconded by Councilmember Snyder and approved (Y-4 | N-0 | A-Huff).

### **OPEN FORUM**

Paula Fealy submitted a letter which was read aloud by Mayor Sievers.

Carmen Bolyard addressed payroll and timesheets.

Joe Ferlito spoke about the Hwy 27 bridge and concerns regarding persistent potholes.

Bruce Pemberton addressed council regarding Shady Lane.

### **COUNCIL SEAT 3 APPOINTMENT**

There was one candidate for the vacant Council position. The council interviewed Michael Echanove and then removed to Executive Session for 5 minutes for consideration of the candidate's qualifications at 7:22 PM.

### **EXECUTIVE SESSION**

Mayor Sievers returned and notified the City Administrator that the Executive Session would extend another 2 minutes.

The Council reconvened at 7:27 PM to resume the regular Council meeting.

**APPOINTMENT OF COUNCIL SEAT 3**

Councilmember Huff made a motion to appoint Michael Echanove to fill the vacant Council Seat 3. The motion was seconded by Councilmember Cuellar and approved unanimously (Y-5 | N-0 | A-0).

Mayor Sievers administered the Oath of Office to Councilmember Echanove who then joined the remainder of the meeting.

**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 that TD&H will be conducting a drone survey of city streets through the next couple of weeks to assist with the current and future street improvement projects. The survey cost is covered by the Transportation Improvement Board grant for 2026 street improvements.

CA LaFollett also reported that she had attended training for City Clerks last week in the Tri-Cities and learned a great deal.

**OLD BUSINESS**Amending the Council Rules of Procedure – Discussion:

Councilmembers discussed proposed changes to the Council Rules of Procedure.

Proposed changes are due to Councilmember Anderson by 3/31, Council will discuss and make any changes on 4/14 and if there is consensus will introduce a motion to adopt the revised Rules of Procedure, which will then lay over until a vote can be taken on 4/28.

Ordinance 1043 | Trivelpiece/Warrington Street Vacation:

The Council previously approved the street vacation request from Jim Trivelpiece and Ann Warrington pending the finalization of the payment amount. That amount was determined to be \$22,717.50, plus excise tax, processing, fees, and recording costs. Ordinance 1043 finalizes the street vacation.

Mayor Sievers read Ordinance 1043.

Councilmember Slinkard made a motion to adopt Ordinance 1043 approving the street vacation request from Jim Trivelpiece and Ann Warrington. The motion was seconded by Councilmember Snyder and approved (Y-5 | N-0 | A-Echanove).

**NEW BUSINESS**

There is no new business before the Council today.

**COMMITTEE REPORTS**

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

Streets, Property, & Facilities, Chair Mullendore – Was going to have a meeting and ended up cancelling it.

Personnel Committee, Chair Cuellar, no report.

Water & Sewer, Chair John Snyder – Reported that an initial meeting to review census information took place and there may be some options for Palouse to challenge census data that prevents the City from pursuing hardship grants.

Policy & Administration, – Chair Anderson, no report.

Joint Fire Board – Chair Slinkard. The March meeting was canceled. Councilmember Mullendore reported that Marie Dymkowski has resigned as Secretary to the JFB and expressed gratitude for her service.

**COUNCILMEMBER COMMENTS**

There were no councilmember comments.

**MAYOR'S REPORT**

Mayor Sievers reported that work is underway to adjust leases for the Lions Club and the farming of City-owned property near the solar panels.

There is a meeting scheduled with a potential part-time employee to fill in for the Deputy Clerk position. Mayor Sievers also reported that he had:

- Attended the Innovia Foundation Conference March 16-17 in Spokane,
- Attended a meeting with Councilmember Snyder regarding the census data,
- A phone call with Daniel Cowger from Varela regarding design scope, contract amendments, and funding options to move the Sewer improvement projects forward.

Mayor Sievers made a couple of adjustments to committee chairs following discussion with a couple of Councilmembers. Councilmember Huff will now chair Budget, and Anderson will chair Policy.

Mayor Sievers reported that Varela has finished submitting requests to Congressman Baumgartner and Senator Murray and Senator Cantwell for Congressional Designated Spending to support construction of the Sewer project improvements – each request is for \$5 million.

The Port of Whitman will be in Washington DC soon and will advocate for our requests as well.

**PAYMENT OF BILLS**

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

Claims Paid	EFT + Check# 15154-15160	\$21,089.79
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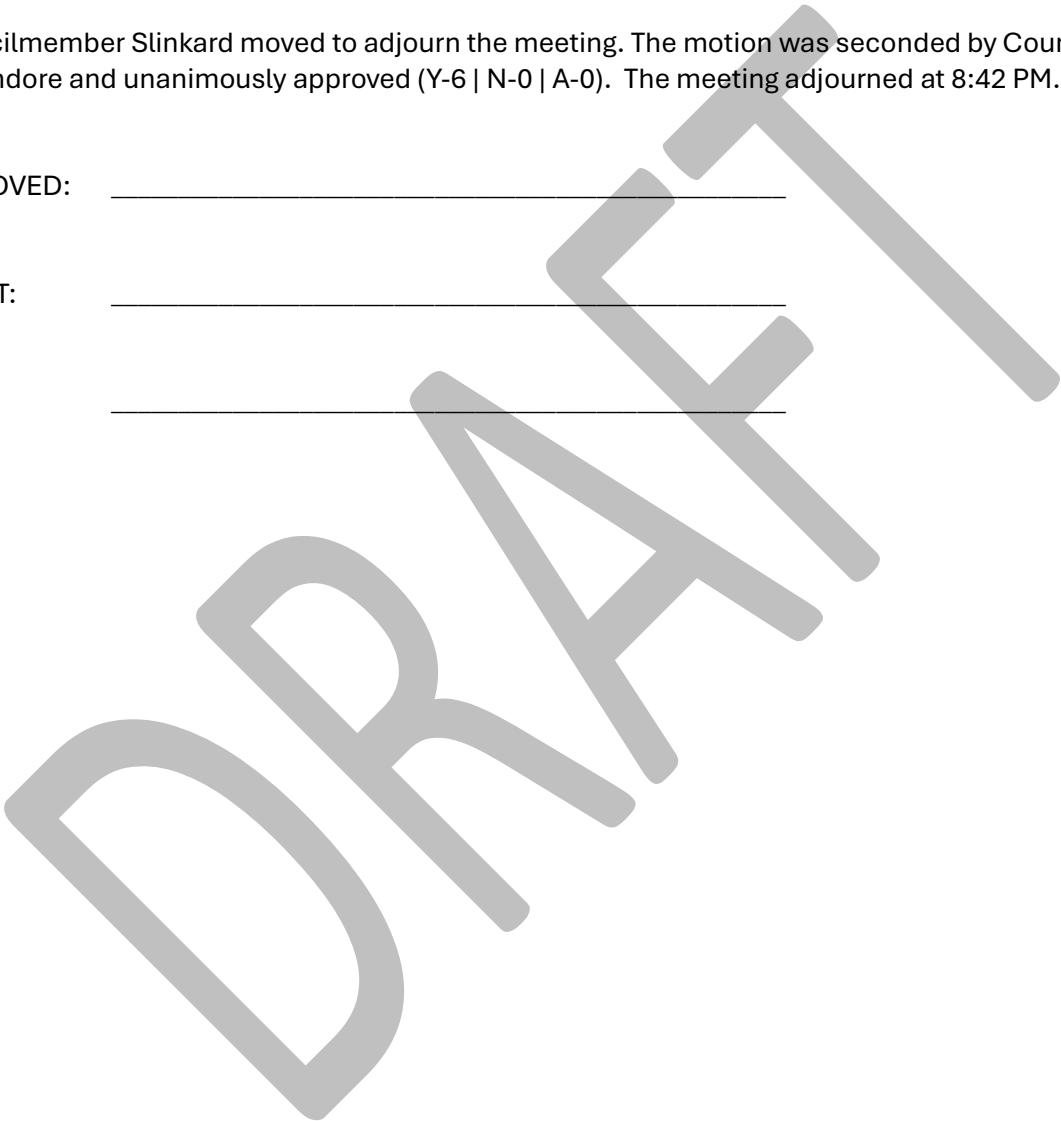
**ADJOURNMENT**

Councilmember Slinkard moved to adjourn the meeting. The motion was seconded by Councilmember Mullendore and unanimously approved (Y-6 | N-0 | A-0). The meeting adjourned at 8:42 PM.

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

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

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



# Public Works Superintendent Council Report

## Date: March 21, 2026

### **WATER:**

We are going to read meters the week of March 23<sup>rd</sup>. This will be the first reads of the year. The telemetry went out 3 times in the last couple of weeks.

Mike met with David Batterton from Colfax Public Works to check out their SCADA system.

Their SCADA system is a Mission which is the same one that we're looking at.

SCADA system is getting quotes and is probably ready to order. We had Whitney Equipment, SEL, & Correct Equipment give us quotes.

### **SEWER:**

Chad & Mike went to St. John to check out their sewer plant.

Chad had to shut the wasting and air off last weekend due to the sewer plant taking on so much water during the minor flooding. Our lift pumps at the sewer plant were both running at the same time due to the volume of water. The pumps ran about 23 hrs. each, in which they run on a normal day about 2 hrs. a day.

### **STREETS:**

Gary Anderson finished hauling all our gravel.

Mike hauled gravel and back bladed Ellis Street and the cemetery.

Mike fixed the street signs at Wall & Union Streets blown over from the windstorm.

We didn't get any damage from the windstorm we had week before last.

### **SNOW:**

We did snow removal on Friday 13<sup>th</sup>. It snowed about an inch overnight and snowed most of that morning totaling about 3 inches.

### **Park:**

The park did not get much damage either from the windstorm and the flood. A couple of days of cleanup.

Mike will try to start spraying this week with the weather pending.

Ziply will be here this week to reset their pole in the park after a branch fell on it in December.

### **CEMETERY:**

We lost a branch in the southeast section of the cemetery.

### **SHOP:**

Mike is actively looking for a replacement for Dominick's pickup.

Palouse Police Department report for Palouse City Council meeting March 24, 2026:

Eleven calls for service with three being ordinance related since last council.

Two infraction citations issued.

ZERO call outs.

260311-01 – While on patrol I heard dispatch page Palouse Fire Department for a structure fire at a residence on the south hill. I responded and was the first to arrive. I was able to determine a heating company had just left twenty minutes prior after working on the hot water heater and that the fire was actually heavy amount of steam coming from the water line that fed the water heater. Fire personnel responded and shut off power, gas and water to the water heater until the heating company could return. I had dispatch contact the heating company to express the urgency of the situation in order to expedite their response.

260311-02 – While on patrol I received a call from an adult female requesting I serve her husband with temporary DV No Contact Order in an effort to remove him from the shared residence. The female explained she had a friend serve him with divorce papers two weeks prior and requested he leave the house but he refused. I received the documents from the court via email and successfully served the male. I showed the male the date for the court hearing to make the order permanent or it could be quashed depending on the judge's decision. I explained the consequences if the male was to violate the order by contacting the wife or any of their shared kids. The male was cooperative and I conducted a civil standby until the male collected necessary property and exited the property.

260314-01 – While off duty and out of the city I received a call from a citizen wanting to report a collision on the south hill. I spoke to both parties via the phone and both agreed who was at fault. I had them text copies of their driver licenses, license plates, current insurance cards and the damage to the vehicles. I gave them the Palouse PD case number for their insurance claims. Upon return to work I completed a Spillman report as well as the WSP SECTOR report. No passengers. No injuries. No tows. No citations.

260317-01 – While on patrol I was contacted by GarPal High School Audio Visual and History teacher John Gehring. Gehring requested permission to use the inside of the police station as part of his AV class film project. I met with his class and himself at the PD and gave them a tour so they could scout the location for the project. On 3-18-26 at 1900 hours, I met them at the PD and stood by, out of camera view, while they filmed their scenes. This is a great example of Palouse PD philosophy in continuing to foster community relationships with vital stakeholders.

260317-02 – While conducting afternoon school patrol I was monitoring traffic when I observed a vehicle blow through the stop sign at the intersection of E Alder and North G Street. I continued to observe the vehicle as it traveled westbound and ran the stop sign at the intersection of E Alder St and Sgt Jacob Demand Way. I stopped the vehicle and contacted driver who turned out to be a student at WSU. The driver did not have proof of vehicle insurance in the vehicle OR on his phone. I issued the driver two infractions for Failure to Stop at Stop Sign and Operate Vehicle Without Insurance.

On 3-20-26 at 0830 hours, Palouse PD was proud and honored to lead the state send off for the GarPal High School Knowledge Bowl Team out of the city. The escort included Palouse Fire Department/EMS personnel as well.

Received invitation from WCSO School Resource Officer Cory Alcantar and the state Educational Services District Coordinator Jason McPherson to attend Level 1 Threat Assessment Training for School Districts. This training is in Lacrosse in April and I have accepted the invite.

03/19/26  
12:12

Palouse Police Department  
Law Incident Summary Report, by Responsible Officer

1100  
Page: 1

Number	Time and Date	Nature	Address	Loctn	Dsp
Agency: Palouse Police Department					
Officer: Joel Anderson					
260309-01	08:38:54	03/09/26 Abandoned Vehicle			INA
260309-02	10:43:24	03/09/26 Suspicious			INA
260311-01	09:43:47	03/11/26 Fire Structure			INA
260311-02	15:19:51	03/11/26 Paper Service			INA
260314-01	08:43:46	03/14/26 Accident Noninj			INA
260316-01	09:15:28	03/16/26 Animal Problem			INA
260316-02	09:16:20	03/16/26 Animal Problem			INA
260316-03	14:32:53	03/16/26 Vin Inspection			INA
260316-04	15:37:59	03/16/26 Communications			INA
260317-01	12:03:35	03/17/26 Public Program			INA
260317-02	15:10:30	03/17/26 Traffic Offense			INF
Total Incidents for This Officer:					11
Total Incidents for This Agency:					11
Total Incidents for This Report:					11

Report Includes:

All dates greater than `00:00:00 03/06/26`  
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/rptHQjna-rplwizr.r1\_1 \*\*\*