



CALL TO ORDER AND ROLL CALL

Mayor Sievers called the meeting to order at 7:00 PM

Councilmembers present: John Snyder, Bill Slinkard, Michael Echanove, Rainy Anderson, Megan Cuellar

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

APPROVAL OF MINUTES:

Councilmember Echanove moved to approve the minutes of the Regular Council Meeting – April 28, 2026. The motion was seconded by Councilmember Anderson and unanimously approved (Y-4 | N-0 | A-1 Snyder).

Note: The Council meeting scheduled for May 12, 2026 was cancelled due to lack of a quorum.

OPEN FORUM

Carmen Bolyard – Expressed concern about tracking of beginning and ending balances when budgeting. Interested in reviewing payroll.

Joe Ferlito – Commended Palouse EMT for rapid and effective responses he recently observed. Reminded Council of the need to wrap-up work soon on Shady Lane.

PUBLIC WORKS REPORT

PW Superintendent Wolf submitted a written report (attached). No questions from Council.

POLICE REPORT

Officer Anderson submitted a written report (attached). No questions from Council.

CITY ADMINSTRATOR REPORT

No report this evening. CA La Follett was unable to attend due to illness.

OLD BUSINESS

Amending the Council Rules of Procedure

Councilmember Anderson noted that Council is waiting for the City's Information Technology Specialist to implement technology changes necessary for all Council members to access the document online.

NEW BUSINESSVarela Contract Amendment and Scope

Dan Cowger from Varela discussed an amended scope document for repairs to water and sewer facilities. The updated document represents important repairs needed to maintain facilities as the City works to meet regulatory requirements and plan long-term upgrades to water and sewer systems. The project includes adding 24/7 automated monitoring of water and sewer systems, and significant modernization of existing systems requested by regulators. It is important that the City show regulators good faith progress on improvements soon. Funding will come from a combination of State and Federal grants. Following Council approval, work will begin as soon as possible this year.

Following questions and discussion, Council decided to give each member time to review the full document prior to the June 6 Council meeting and take a vote of approval at that time.

Periodic Growth Update Contract for SJC Alliance

SJC assists cities with collection of statistical data required for periodic update reports to regulators and the State. They have been very effective with other groups in Whitman County. The City's first set of deliverables is due at the end of June.

Following discussion, Councilmember Echanove moved to approve the agreement with SJC Alliance. Seconded by Councilmember Snyder. Motion carried unanimously (Y-5 | N-0 | A-0)

Road Oiling Bid Approval

Councilmember Slinkard moved to accept the low bid by Lyman Construction for road oiling. Councilmember Cuellar seconded. Discussion followed. Councilmember Echanove noted that oiling costs have increased substantially in recent years, and some road oiling may duplicate what is already included in the upcoming TIB project. Following additional discussion, the Council voted unanimously against accepting the oiling bid at this meeting (Y-0 | N-5 | A-0). The Council asked staff for additional analysis of how much street maintenance might be duplicated in the TIB project, and if the TIB project will actually be funded and proceed. Based on this additional information, the Council will vote on oiling at the June 9 meeting.

Internal Audit

Councilmember Echanove discussed hiring an audit firm to conduct a full financial audit of the City. Palouse has consistently passed an accountability audit required by the State each year, but the City's last full financial audit was 2019. In his opinion as Chair of the Budget Committee, a full financial audit is necessary to ensure the City is following the best and most current financial procedures. Discussion followed about what the process might cost, whether the City can afford it, and impact on staff on top of already heavy workloads. After discussion, Council agreed that it would be useful to get specific audit costs for planning purposes. Councilmember Echanove moved to allow him as Chair of the Budget Committee to prepare a Request for Quotes (RFQ) document for a full financial audit, final document to be reviewed and approved by Council prior to release. The motion was seconded by Councilmember Cuellar. Motion passed unanimously (Y-5 | N-0 | A-0). The RFQ could potentially be conducted in cooperation with Whitman County to create a master list of audit firms available to cities. Council asked Councilmember

Echanove to research whether other cities the size of Palouse are conducting full financial audits in addition to the required accountability audit, and how often.

COMMITTEE REPORTS

- Budget, Finance, Major Acquisitions, Chair Michael Echanove – Water and Sewer budgets are very tight this year and need to be carefully monitored. Could be depleted by year’s end if not adjusted. Fixed costs beyond the City’s control are rising rapidly. Need to carefully review discretionary water and sewer expenses and reduce where possible.
- Streets, Property, & Facilities, Chair Vacant - No report
- Personnel Committee, Chair Megan Cuellar - No report
- Water & Sewer, Chair John Snyder – No report other than Varela contract amendment discussed earlier.
- Policy & Administration, Chair Rainy Anderson – Committee met and worked on policy documents recommended by auditors. Also working on personnel policies and those are now under review.
- Joint Fire Board, Chair Bill Slinkard – Councilmember Snyder reported on behalf of the Joint Fire Board. Attended the recent JFB meeting and discussed how to better coordinate financial matters and expenditures with the City. Good progress is being made in this area. 7 calls this period, none for serious issues. Fire and EMS are working with Pullman on ambulance services. The old ambulance vehicle has not sold, may turn it over to a broker.

COUNCILMEMBER COMMENTS

Councilmember Echanove noted that he mailed a State of Washington budget preparation schedule to all Council members. Includes the timing of the budget process and relevant RCW’s.

MAYOR’S REPORT

- Congressman Michael Baumgartner visited Palouse on May 8 as part of his regional tour. More details as soon as they become available. Met briefly and thanked him for his help. Looking to meet with his staff soon on additional City needs.
- Some citizens noted calculation issues on certain types of water rates. Working with state auditors to issue refunds and credits. Working with staff at our software company to correct calculation process in the system.

PAYMENT OF BILLS

Councilmember Anderson moved to allow the payment of bills. The motion was seconded by Councilmember Snyder. Motion was approved (Y-4 | N-0 | A-1 Echanove).

ADJOURNMENT

Councilmember Slinkard moved to adjourn the meeting. The motion was seconded by Councilmember Anderson and unanimously approved (Y-5 | N-0 | A-0). The meeting adjourned at 8:36 PM.

APPROVED: _____

ATTEST: _____

DATE: _____

DRAFT

Public Works Superintendent Council Report

Date: May 08, 2026

WATER:

We read water meters in the last week of April.
We hope to work on a water leak next week.
The telemetry failed last week and had to be reset.

SEWER:

Chad and Sam gave a tour and explained how the process worked to a local resident.

SHADY LANE:

The benches and garbage can retainers have been assembled. We're hoping to get there at the beginning of next week.

STREETS:

We delivered 2 gravel orders and 1 dirt delivery.

PARK:

Other than spraying and mowing the park is doing good.

CEMETERY:

Chad finished hauling the dirt away from the bank.
Dom has been busy mowing and weed eating.
Mike closed an urn burial 2 weeks ago.

SPRAYING:

Mike has sprayed all around the fire station including the parking lot. He has also sprayed the remainder at the sewer plant and street curbs around town.

RV PARK:

Chad scraped and sanded the RV side of the kiosk and painted it. Mike and Chad put the information board, mutt mitt dispenser, flyer holder, and lock box.

RECYCLING BIN:

We still haven't heard anything about repairs to the truck that picks up the bin. We are on the list to be picked up as soon as it gets in service.

Public Works Superintendent Council Report

Date: May 22, 2026

WATER:

We will read meters starting the day after Memorial Day.

SEWER:

The air was increased by using 2 blowers in the basin to get the dissolved oxygen numbers up. As a result, we developed a bigger air leak in one of the aeration tubes. We will repair it next week when Sam is here. As a result of more air our bar screen collecting more sludge and garbage plugged and overflowed.

On Monday Chad got to the sewer plant and discovered our collector rake had jammed sometime between Sunday morning after the checks and Monday morning. It created a lot of mess inside and outside of the building. Chad spent a couple of hours cleaning it up. There was a piece of plastic that got through the lift pumps and jammed the chain.

One of our lift pump discharge valves isn't working correctly so we're watching the hour to see how much the pumps run.

This is why a SCADA system is a must for breakdowns like the rake or a leaking valve. I talked to Sam 2 weeks ago and asked him how many of his clients' past and present had SCADA systems. He thought for a minute and said all his clients had SCADA except for us.

Roach Construction came yesterday and sucked all 3 lift stations out as a little preventative maintenance.

SHADY LANE:

The benches and garbage can retainers were installed and anchored down last week in the landings. We fixed the approach going down the trail and weed eated the trail and landing. We will do the trail next when time allows us to do so.

STREETS:

We had 2 rock deliveries last week and this week.

Some of the banners on Main Street got changed to the Art Walk banners last Monday.

Janet Barstow and rat rod personnel are going to clean up the curbs on Main Street since there is no sweeper.

PARK:

There was vandalism in the men's restrooms last weekend in both Heritage Park and park restrooms.

CEMETERY:

Between all the PW crew we got the cemetery ready for Memorial Day this weekend. We've had compliments on how good it looks.

All the water is turned on.

RECYCLING BIN:

Mike talked to the landfill yesterday about the bin and they have no ETA for a replacement bin. I asked what happened and they said the engine blew so they were looking for another truck.

POOL:

Dani and Nick cleaned the pool this week and is ready to be painted when weather permits. We only have 2 weeks to get it painted.

Chad is going to patch the floor of the pool today.

RV PARK:

A new sprinkler timer was installed this week to replace the broken timer from last fall.

Palouse Police Department report for Palouse City Council meeting May 12, 2026:

Twelve calls for service with four being ordinance related since last council.

ZERO callouts.

260427-01 – Citizens reported each other for being disorderly after heated argument regarding one citizen's dog running loose repeatedly on their property. Loose dog violation documented as a warning for this citizen as it would be a second offense. Other party told to call police if they have an issue and not confront citizen on their property.

260427-02 – While working pro-active traffic enforcement I stopped a vehicle for expired tabs over six months on Idaho plate. Investigation revealed driver was now living in Washington and had failed to get Washington plates as required by law. Gave driver four days to comply or would have a gross misdemeanor license fraud citation issued.

260427-03 – While working pro-active traffic enforcement I stopped a vehicle with no plates. Investigation revealed the registration had expired three years ago, the driver had not placed the vehicle in her name since purchasing three years ago and had no vehicle insurance. Two infractions issued for expired tabs over two months and no proof of vehicle insurance. I advised driver to get vehicle in her name as required by law or a misdemeanor citation would be issued for Failure to Transfer Title Within 45 Days.

260427-04 – While off duty and on call I received a report a seven year old girl had been bit by a neighbor's dog. Mother of the child tried to ascertain from dog owner if dog had current rabies shot but dog owner was uncooperative and denied responsibility. I intervened and made contact with dog owner. I made it clear the evidence proved his dog was the dog that inflicted the bite mark and that if he lied to me I would use any and all resources at my disposal to gain compliance – to include immediate impoundment of the dog and multiple monetary fines. Dog owner admitted his dog ran off property and caused the bite. Dog owner did have proof of current rabies vaccination which provided piece of mind for mother of child and ability to make appropriate medical decision. I sent dog owner the Palouse Municipal Code for dogs. I advised his dog was now defined as a "Potentially Dangerous Dog" which required him to build an enclosure around his property or keep the dog inside full time, post "Beware of Dog" signs in three conspicuous locations on property, license dog with city, and have inspection to confirm all requirements met in order to keep dog in the city. Dog owner given thirty days to comply. Future like violation will cause dog to be removed from the city.

260429-02 – While working patrol I received a report from a citizen of lines down on the south hill. The lines were on the road and hanging down low over the roadway causing a dangerous safety issue. Citizen said a large farm equipment combine caused the lines to come down while traveling down the road. As we did not know if they were electrical, I called Avista Lineman Nick Samuels and asked if he would be willing to respond to assist. Samuels is the local Palouse Avista Lineman that I rely on in these types of situations and he ALWAYS is quick to help out. Samuels was able to get on scene even before I arrived. I observed him in his Avista bucket reattaching the lines to poles and clearing lines from the roadway even though they were not electrical in nature. Samuels quickly cleared the traffic hazard and served our citizens with exemplary above and beyond service. Again, this is not the first time Samuels has assisted Palouse PD. If you see Nick out and about say THANKS!

260507-01 – While off duty and on call I received a call from a citizen complaining about the house next door that has been abandoned for about four months. The previous owner had moved out then passed away. The neighbor was concerned about public nuisance ordinance violations and wanted to know what could be done. Investigation revealed the owner had a mortgage and the bank was taking steps to foreclose. I advised the reporting party that no code enforcement would take place due to the totality of the circumstances to include the house being in the process of being foreclosed on and being taken back by the bank. Told the neighbor I could revisit the issue if a new owner bought the property.

260507-02 – While off duty and on call I received a complaint and text from a business owner and citizen that showed a picture of a white 2019 Chevrolet Silverado owned by a local Palouse citizen and business owner parked illegally in the clearly posted handicap parking spot in front of the grocery store. I was out of the state and sent the picture to the registered owner and advised Palouse PD had a ZERO tolerance policy for handicap parking spot violations. The fine is \$450. I advised the pickup owner if he had a placard he needed to clearly hang it from his rear view mirror. The same reporting party advised the same vehicle had committed the same violation on 10-8-25. If Palouse PD comes across an illegally parked vehicle in a handicap spot it will be immediately impounded. Picture of vehicle posted on Palouse PD Facebook page to raise awareness of issue.

05/08/26
09:40

Palouse Police Department
Law Incident Summary Report, by Incident Number

1100
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Number	Time and Date	Nature	Address	Loctn	Dsp
Agency: Palouse Police Department					
260424-01	08:15:09	04/24/26	Suspicious		INA
260427-01	07:12:03	04/27/26	Disorderly		INA
260427-02	08:17:09	04/27/26	Traffic Offense		INA
260427-03	08:24:42	04/27/26	Traffic Offense		INF
260427-04	17:07:44	04/27/26	Animal Bites		INA
260429-01	08:33:08	04/29/26	Parking Problems		INA
260429-02	14:52:17	04/29/26	Utility Problems		INA
260430-01	09:00:50	04/30/26	Utility Problems		INA
260503-01	19:39:18	05/03/26	Animal Problem		INA
260507-01	12:51:51	05/07/26	Code Violations		ACT
260507-02	12:50:42	05/07/26	Parking Problems		INA
260508-01	08:18:18	05/08/26	Abandoned Vehicle		INA
Total Incidents for This Agency:					12

Total Incidents for This Report: 12

Report Includes:

- All dates greater than `00:00:00 04/24/26`
- 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

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