



CALL TO ORDER AND ROLL CALL

Mayor Sievers called the meeting to order at 7:01 PM

Councilmembers Present: John Snyder, Michael Echanove, Bill Slinkard, Megan Cuellar

Councilmembers absent: Rainy Anderson, Jacquelyn Huff

City Staff Present: Deputy Clerk (DC) Stephanie Welch

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

APPROVAL OF MINUTES:

D(C) Welch made council aware of an error in the draft minutes from August 25th, 2026. On page 4 under claims paid there was an accidental double number at the start of the check numbers. Should just have one 15, not two 15s. Councilmember Cuellar made a motion to strike the first 15 of the claims paid line on page 4. The motion was seconded by councilmember Slinkard and unanimously approved. (Y-4 | N-0 | A-0).

Councilmember Echanove moved to approve the amended minutes of the Regular Council Meeting – August 25, 2026. The motion was seconded by Councilmember Snyder and unanimously approved (Y-4 | N-0 | A-0).

OPEN FORUM

None

PUBLIC WORKS REPORT

PW Superintendent Wolf submitted a written report (attached).

POLICE REPORT

Officer Anderson submitted a written report (attached).

CITY ADMINSTRATOR REPORT

Consignment Contract for the FD Surplus Vehicles

Mayor Sievers reported the contract was being reviewed by the lawyer, and estimated this be ready by the next council meeting.

(DC) Welch reported bank reconciliations are complete through April and continues to work on being caught up.

OLD BUSINESS

Resolution 2026-14: Palouse City Council Rules of Procedure Update | Discussion & Vote

Mayor Sievers explained the proposed resolution. Discussion followed.

Mayor Sievers read aloud Resolution 2026-14.

Councilmember Slinkard made a motion to adopt Resolution 2026-14. The motion was seconded by Councilmember Cuellar and was unanimously approved (Y-4 | N-0 | A-0).

NEW BUSINESS

Resolution 2026-15 | City Hall Rules of Conduct Policy | Discussion:

Mayor Sievers stated that Resolution 2026-15 was presented for discussion only, with no action planned. Council supported establishing a City Hall Rules of Conduct Policy and discussed whether enforcement authority should rest with the City Administrator or Mayor. Council also recommended clearer guidelines for the duration of exclusions based on the severity of an infraction. Staff and Councilmember Cuellar will seek additional information from the municipality whose policy was used as a reference.

COMMITTEE REPORTS

- Budget, Finance, Major Acquisitions, Chair Michael Echanove – Reviewed the sewer fund budget and expressed concern that projected year-end revenues and expenditures may leave insufficient funds to cover remaining salary, insurance, professional services, and potential maintenance costs. He noted that several significant expenses, including insurance, the SCADA system, and a truck purchase, have not yet been paid. Council discussed the need to monitor the sewer fund closely, identify discretionary costs that may be reduced, and request additional budget detail from staff.

Chair Echanove also reviewed the statutory budget schedule. He noted that the preliminary 2027 budget should be provided to Council by November 2, 2026, with a final public hearing and budget adoption completed by early December. Councilmember Slinkard thanked Chair Echanove for the clear budget presentation and advance notice of upcoming budget deadlines.

- Streets, Property, & Facilities, Chair Huff – Absent, no report.
- Personnel Committee, Chair Megan Cuellar - No report. Councilmember Echanove inquired about the status of hiring for the Public Works Parks and Cemetery position. Mayor Sievers reported that an interim employee has been hired as needed. The City has conducted interviews and attempted to offer the position to a candidate but has not received a response; recruitment remains in progress.
- Water & Sewer, Chair John Snyder – Reported there were no major updates. He invited input from Council and residents regarding water and sewer issues and stated that, following a recent meeting with the Department of Ecology, he plans to have an additional discussion with the Department to

obtain further information.

Chair Snyder stated that the Water and Sewer Committee will need to consider next steps and provide the public with clearer information regarding available alternatives, feasibility, and funding options. He noted that potential alternatives require further evaluation and that wastewater compliance requirements have remained an ongoing issue for several decades.

- Policy & Administration, Chair Rainy Anderson – Absent, no report.
- Joint Fire Board, Chair Bill Slinkard – Reported they haven't met yet. Councilmember Snyder reported that a review of the existing Memorandum of Understanding was requested.

COUNCILMEMBER COMMENTS

Councilmember Echanove requested an update regarding a fallen tree in the river. Mayor Sievers reported that the City is researching the matter and has not yet determined whether the tree poses an immediate public-safety hazard. The Mayor noted that state requirements may limit removal of material from the river and that Department of Ecology approval may be required. The Mayor will follow up with staff.

Councilmember Echanove thanked staff for posting City resolutions online and inquired about posting ordinances. He also requested an update on the solar farm. Mayor Sievers reported that the City has contacted the current service provider without response and may seek bids from other providers for repairs.

MAYOR'S REPORT

Mayor Sievers reported meeting with the Association of Washington Cities Small Cities Program Manager on August 28 to discuss City priorities and continue building a working relationship with AWC.

The Mayor also reported meeting with the St. Elmo property owners to share information gathered by the City and discuss potential next steps. The City is awaiting feedback and expects to provide Council with a more formal update on the St. Elmo in the future.

Mayor Sievers further reported that staff reviewed applicants for the Public Works position and extended an offer to a candidate. The City is awaiting the candidate's response.

PAYMENT OF BILLS

Mayor Sievers reported that staff is working with the BIAS system provider to correct benefit charges that were posted to incorrect accounts; the total amounts are correct and can be reallocated. Councilmember Echanove noted that police overtime expenditures appear to exceed the budgeted overtime line item and requested clarification. The Mayor stated that staff will review the matter and available financial reports. Councilmember Echanove also noted that the Special Capital Fund reflects no investment interest and no expenditures.

Councilmember Echanove moved to allow the payment of bills. The motion was seconded by Councilmember Cuellar and unanimously approved (Y-4 | N-0 | A-0).

Payroll Paid EFT + Check # 15405-15424, 15436, 15439 \$52,895.95

Claims Paid	EFT + Check # 15404, 15425-15435, 15437-15438, 15440-15448	\$11,034.32
	Total	\$63,930.27

ADJOURNMENT

Councilmember Slinkard moved to adjourn the meeting. The motion was seconded by Councilmember Echanove and unanimously approved (Y-4 | N-0 | A-0). The meeting adjourned at 8:02 PM.

APPROVED: _____

ATTEST: _____

DATE: _____

DRAFT

Palouse Police Department report for Palouse City Council meeting Sept 8, 2026:

Twenty-nine calls for service with thirteen being ordinance related since last council report.

Two callouts.

260810-03/260810-04 – Received two ordinance complaints regarding overgrown lawn with junk piling up in the back and front of unoccupied house on north hill. A block away received a complaint of a resident allowing roofing company to deposit port o potty on the roadway causing a traffic hazard. I got ahold of the homeowner who lives in Moscow and advised the lawn and junk issue needed to be addressed ASAP. Homeowner immediately responded and had lawn mowed/weedeated the next day and asked for a month to clean up property for dump runs. I physically removed the empty port of potty from the roadway to the sidewalk. I called the roofing company and requested they move it to the driveway of the homeowner when they started the job in two days. They complied.

260818-01 – While on patrol I was dispatched to a collision between a grain semi and SUV. While enroute I was updated one driver was yelling at the other. I arrived and separated the parties. Further investigation revealed the grain semi attempted to pass two vehicles stopped in the road on E Main St, crossing a double yellow line in the attempt. The grain semi clipped the left rear of the SUV causing reportable damage. Completed a SECTOR and Spillman report.

260819-01 – While working patrol I heard dispatch advise of an animal welfare check on two horses. The reporting party alleged they had no water and had blankets and fly masks on despite 90 degree heat. The address was outside the city limits on Palouse Cove RD but I knew WCSO Deputies were dealing with wildland fire halfway across the county so I advised I would handle the call. I drove to the location and observed the horses in a corral. I observed a water bin filled halfway and one horse drinking from it. I called the horse/home owner who stated the horses have blankets and fly masks because they are allergic to the massive amount of flies that attack their eyes during the heat. This was confirmed via my observations of horses.

260819-02 – While working patrol I was contacted by Palouse Grocery Store management who requested I trespass a recently terminated employee due to store employees being concerned over the former employee's behavior while employed. I completed a Palouse PD Trespass Warning Form and made contact with the former employee at their residence. I explained the RCW, that the trespass was permanent and the consequences of violating the trespass letter to include arrest and booking into jail. The former employee was cooperative and took their copy.

260820-01 – While working patrol I made contact with the owner of an abandoned vehicle parked on the public roadway. I confirmed the pickup did not run anymore and had expired tabs over two months. The vehicle owner did not want to buy new tabs for a vehicle that did not run, they did not want to spend the money to fix the vehicle and asked what they could do to solve the problem. I explained Palouse PD has, for years, used Dakota's Towing Junk & Auto Removal Service that has helped numerous Palouse citizens remove junk vehicles, metal debris and old appliances from their property at no cost to the citizen. Dakota's Towing Junk & Auto Removal is licensed, bonded and insured and has helped Pullman PD, Colfax PD, Garfield PD, Whitman County SO, Lapwai Tribal PD, & Clearwater County SO with the removal of junk vehicles. The vehicle owner was ecstatic that a solution existed to get rid of their broken down vehicle that would put them in compliance with city ordinances, avoid a citation and cost them nothing. Dakota responded promptly and removed the vehicle.

260823-01 – The owner of the overgrown yard under 260810-04 needed to help in removing old appliances to include a stove, dishwasher, mini fridge, steel shelving, bed frames, old bicycles, and large metal objects from his yard. The owner said the dump runs were getting expensive for him and he wanted to know if anyone would remove items cheaper. I sent Dakota pictures of the items and he stated he could load all those items up on his trailer with the abandoned truck and remove them at no cost to the citizen. The homeowner was very grateful for the service and did not know it existed.

260823-02/260824-01/260825-01/260826-01 – Over a four day period Palouse citizens turned in a found female wallet that belonged to an elderly woman, a male wallet w ID and credit cards, a male's driver license, and a WSU college student wallet with ID, student ID and credit/gift cards/cash still inside. I was able to track down the owner of all four wallets/ID's and made arrangements to return the items to each individual. A true testament to the honesty, integrity and character of Palouse citizens as all these victims of lost property were grateful to have their items returned.

260826-03 – While on patrol I was called by a citizen that recently moved to Palouse from Pullman. The citizen advised they had taken in what they thought was an abandoned cat while in Pullman and paid for veterinarian care since November 2025. The citizen advised Pullman PD contacted her and advised the original cat owner reported the cat stolen and demanded she return the cat to Pullman or she would be arrested for theft. The Pullman Officer then called the citizen and advised he was on his way to Palouse to take custody of the cat. The citizen requested I assist in the return of the cat and standby while the transfer took place. I called the Pullman Officer and advised of the request to which he agreed. The cat was then handed over to Pullman Officer to be returned to the original owner. This is a

good example of why having cooperative positive interlocal relationships with local police departments can lend itself to deescalating investigations that may cause stress or mental health issues for Palouse citizens.

260901-01 – While on patrol I received a call from a citizen advising they were involved in a two car non-injury reportable collision on the north hill. I responded, determined who the at fault causing driver was, & completed a SECTOR and Spillman Collision Report.

09/02/26
13:45

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					
260810-01	07:36:46	08/10/26	Animal Problem	N	INA
260810-02	07:37:13	08/10/26	Abandoned Vehicle	S	INA
260810-03	07:37:45	08/10/26	Code Violations	N	INA
260810-04	07:38:05	08/10/26	Code Violations	N	INA
260810-05	11:43:28	08/10/26	Animal Problem	N	INA
260811-01	14:28:22	08/11/26	Fraud	N	INA
260813-01	14:46:28	08/13/26	Abandoned Vehicle	N	INA
260813-02	14:46:39	08/13/26	Code Violations	S	INA
260815-01	12:57:20	08/15/26	Animal Stray	N	INA
260816-01	08:43:36	08/16/26	Animal Problem	N	INA
260818-01	15:57:19	08/18/26	Accident Noninj	S	INA
260819-01	16:51:38	08/19/26	Animal Problem	S	INA
260819-02	17:34:19	08/19/26	Trespassing	S	INA
260820-01	10:44:47	08/20/26	Code Violations	N	INA
260823-01	10:55:59	08/23/26	Code Violations	N	INA
260823-02	10:56:44	08/23/26	Found Property	N	INA
260824-01	12:47:11	08/24/26	Found Property	N	INA
260825-01	13:40:31	08/25/26	Found Property	N	INA
260826-01	13:38:30	08/26/26	Found Property	N	INA
260826-02	13:00:49	08/26/26	Fall	N	INA
260826-03	16:44:36	08/26/26	Agency Assist	N	INA
260827-01	11:38:18	08/27/26	Suspicious	S	INA
260827-02	12:45:17	08/27/26	Parking Problem	S	INA
260828-01	08:03:21	08/28/26	Suspicious	N	INA
260828-02	15:19:39	08/28/26	Animal Problem	S	INA
260829-01	08:59:44	08/29/26	Animal Problem	N	INA
260830-01	04:46:41	08/30/26	Animal Stray	N	INA
260901-01	16:49:33	09/01/26	Accident Noninj	N	INA
260901-02	16:57:35	09/01/26	Traffic Offense	S	INA
Total Incidents for This Agency:			29		

Total Incidents for This Report: 29

Report Includes:

All dates greater than `00:00:00 08/01/26`
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/rpteY67Wc-rplwisr.r3_2 ***

Public Works Superintendent Council Report

Date: September 7, 2026

WATER:

We replaced 3 meters.

We read meters at the end of the month.

We replaced a broken chlorine line in well #1

The drain was plugging in well #1, so we took it apart and cleaned it out.

Ridgeline found 3 water lines that were not in service when they were potholing. No damage was done

Avista found a water line not in service potholing on Mary Street. No damage was done.

We've had a few locates.

SEWER:

We shipped out 2 loads of bio solids week before last.

Sam and Chad repaired the plugged diffuser in the digester.

STREETS:

Chad touched up some alleys hauling gravel and back blading.

Tommy replaced 2 sprinkler heads on the police station hill.