



City of Palouse
City Council Minutes
September 22, 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 7:01 PM

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

Councilmembers absent: Rainy Anderson

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

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

Councilmember Echanove requested to add an item to the agenda about branches in the park. Added to agenda under New Business.

APPROVAL OF MINUTES:

Councilmember Slinkard moved to approve the minutes of the Regular Council Meeting – September 8, 2026. The motion was seconded by Councilmember Echanove and approved (Y-4 | N-0 | A-Huff).

OPEN FORUM

Patty Rippee requested follow-up information about the Native Plant Walk.

PUBLIC WORKS REPORT

PW Superintendent Wolf submitted a written report (attached). Council inquired about hiring the current temp public works employee full-time. Mayor Sievers reported they do not want to be full-time, and the candidate that was pending being hired full-time did not pass the background check.

POLICE REPORT

Officer Anderson submitted a written report (attached).

CITY ADMINSTRATOR REPORT

(CA) La Follett did reach out to the Phoenix Conservancy, and requested accounting for what was done, what is left to be done, with no response. Will follow up with them again tomorrow.

Councilmember Echanove asked about the City's LGIP funds. (CA) La Follett explained that funds invested in the State-managed Local Government Investment Pool remain available to the City, earn interest, and may be withdrawn as needed. Monthly interest is allocated to City funds in accordance with City ordinance.

Councilmember Echanove asked about revenue sources for Fund 320. (CA) La Follett explained that the fund's primary ongoing revenue source is property tax revenue distributed by the County. The County provides monthly statements detailing property tax and occasional excise tax distributions. Fund 320 has also received limited LGIP interest transfers to the REET account, including one payment in 2025; however, no such payments were received from 2022 until that payment.

Councilmember Echanove raised questions regarding Special Capital Projects funds, including interest earnings, reported balances, and differences between the Treasurer's Report and fund position reports. (CA) La Follett explained that County property tax distributions are deposited into the City's checking account rather than the LGIP. It was also noted that funds previously held for the fire truck were transferred back into the LGIP.

(CA) La Follett reported that the Cultural Survey is complete for the pool grant, and the next steps are to rebid for items for the pool, with inflation factored into the initial application for the grant, hoping it covers the new bids.

(CA) La Follett reported that awhile back a tree fell across the river, she reached out to Ecology Management, who advised the City to let nature be nature, and that trees have been falling and unless it presents a hazard, it creates great habitats and recommend leaving it, but if it becomes an issue, we can address it then.

(CA) La Follett reported that Todd McLaughlin from Avista will be coming through with changes to the gas line project next meeting and present everybody with details on where they're going to be working and boring for the project.

OLD BUSINESS

Consignment Contract for the FD Surplus Vehicles

(CA) La Follett recommends approving Mayor Sievers to sign the contract, pending the City Attorney's approval. Councilmember Snyder made a motion to approve the proposed consignment contract for the fire department surplus of vehicles and noted that it is a one-time deal. The motion was seconded by Councilmember Huff and unanimously approved. (Y-5 | N-0 | A-0).

Resolution 2026-15: Palouse City Hall Rules of Conduct | Discussion & Vote

Mayor Sievers explained that the proposed resolution has been completely revised from the last version and suggested reviewing the rules before voting. Resolution 2026-15 was tabled until the next meeting (10/13/26) with council consensus. Discussion followed.

NEW BUSINESS

Branches in the Park: Council discussed fallen and potentially hazardous trees in the city park and river corridor. Councilmember Echanove expressed concern regarding recent tree failures, the need for professional pruning and assessment, and the potential for the fallen tree in the river to create an obstruction during high water. (CA) La Follett reported that quotes had been requested from local tree-service providers and that additional information was expected for the next Council meeting. It was explained that removal of the tree from the shoreline area may require approval from the Washington State Department of Ecology, unless an imminent threat to property can be established. Council requested staff

to seek written guidance and authorization from Ecology, obtain professional assessments of trees in the park and cemetery, and consider appropriate hazard signage pending the assessments.

COMMITTEE REPORTS

- Budget, Finance, Major Acquisitions, Chair Michael Echanove – Provided updates regarding wastewater treatment plant project reimbursements, the city budget process, bank reconciliations, and proposed utility budget reductions. (CA) La Follett suggested running a 5-year comparison for those budgets, and that all the issues with the benefits in payroll have been resolved and has been correcting things that come up in the software.
- Streets, Property, & Facilities, Chair Huff – Working on getting meeting scheduled to get started on a few items.
- Personnel Committee, Chair Megan Cuellar - No report.
- Water & Sewer, Chair John Snyder – No report.
- Policy & Administration, Chair Rainy Anderson – Absent, no report.
- Joint Fire Board, Chair Bill Slinkard – Reported the City's share of interest on the fire truck loan, exceeding \$5,000, would be addressed through approval of the bills. He reviewed fire/EMS calls for the month, discussed the drone program, the possibility of needing separate legal council and update / review its agreement, including procedures for mediation or arbitration. Chair Slinkard also brought up fire hydrant improvements – particularly near City limits on SR 272 and requested information about initial installs on other hydrants/lines nearby.

COUNCILMEMBER COMMENTS

Councilmember Echanove inquired about the solar farm. Mayor Sievers reported reaching out and hasn't heard back and will reach out again. (CA) La Follett suggested finding another contractor.

Councilmember Echanove inquired about the Shady Lane project—specifically the slash piles. (CA) La Follett reported it is very weather dependent.

Councilmember Echanove discussed overtime for Palouse PD being listed at 0. (CA) La Follett reported it has been corrected, with Mayor Sievers including that it was a line numbering issue.

Councilmember Huff inquired about the mobile speed station and if it was being used currently. Mayor Sievers reported it is up and running.

Councilmember Snyder heard inquired about sending a card on behalf of the City to Paul Kimmell from Avista with our best wishes. Mayor Sievers reported that he heard he was on the mend and that a card can be sent.

Councilmember Snyder commented on how a couple of city vendors have been extremely gracious to allow parking for road construction crews and equipment on the way to Pullman.

MAYOR'S REPORT

Mayor Sievers reported following up with the solar panels and noted that preliminary budget materials have been received for review. City staff were directed to obtain assessments, bids, and estimates for tree maintenance in the park and cemetery, including trimming and stump removal.

Mayor Sievers also identified the need for road patching, street-drain cleaning to reduce winter icing, and maintenance of sidewalks and vegetation affecting visibility and accessibility. Councilmembers were asked to report specific problem areas to city staff. Potential trip hazards associated with downtown tree grates were referred to the Streets Committee for review. Staff will continue to follow up regarding the proposed Native Plant Walk.

PAYMENT OF BILLS

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

Payroll Paid		\$
Claims Paid	EFT + Check # 15449-15457	\$79,799.57
	Total	\$79,799.57

ADJOURNMENT

Councilmember Snyder moved to adjourn the meeting. The motion was seconded by Councilmember Huff and unanimously approved (Y-5 | N-0 | A-0). The meeting adjourned at 8:23 PM.

APPROVED: _____

ATTEST: _____

DATE: _____

Public Works Superintendent Council Report

Date: September 20, 2026

SEWER:

Chad had to replace the belts on blower #1 as the belts burned from the pulleys. It is operating fine now.

STREETS:

We painted cross walks downtown and on the south hill on Monday & Tuesday morning. We are waiting for more paint to get here. We have about a day of painting left.

We replaced the caution tape with new on the barricades around the St. Elmo building.

We placed all the barricades at the intersections and placed garbage cans downtown on Friday for Palouse Days.

Mike mowed all the downtown grass on Thursday.

We will try to repair I Street on Tuesday with cold patch.

PARKS:

Tommy mowed the park on Thursday and then we placed all the tables, benches, and garbage cans for Palouse Days.

During the middle of the car show on Saturday the men's restroom door got locked so we had to go unlock it.

We will put all the tables, benches, garbage cans, and bleacher away for the winter tomorrow.

The 2 mowers have a couple of problems each. The Cub Cadet's throttle cable broke and the 2 front tires need replaced. The zero turn is missing a spring on the carb and it also needs 2 front tires.

CEMETERY:

Tommy & Chad weed eaten last Wednesday afternoon. We will get the rest done this week.

We have 2 services on Friday. The first one is at 1:00 and the second is at 2:00.

We also have one the following week. All 3 of these are urn burials.

EMPLOYEES:

We interviewed a candidate for the grounds position the job was offered to him, but he failed his background check therefore we didn't hire him.

The decision was made to have Tommy work through the winter months as we would advertise the position in February.

Since Tommy started for us, we have and are catching up on repairs or things that haven't been done. He is doing great!

Palouse Police Department report for Palouse City Council meeting Sept 22, 2026:

Eight calls for service with two being ordinance related since last council report.

One callout

260908-01 – While on patrol received report of a two vehicle non-injury collision involving a parked unoccupied vehicle in the school parking lot that occurred two hours earlier. Causing driver turned out of parking lot too quickly causing his pickup tire to tear up the driver side front bumper of victim vehicle. Causing driver left name/phone number and insurance info on parked vehicle as required by law. Causing driver then called my cell to report it after speaking with the school admin staff. I completed SECTOR and Spillman collision reports, facilitated the exchange of information and gave both parties the case number.

260908-02 – While on patrol I observed a disabled one ton flatbed pickup blocking the northbound lane of SR27 (N Division St) at intersection of W Church St. This location is a serious traffic hazard as it is on a curve and a grade. The trucks back right wheel was stuck against the curb and could not coast down the hill to the fire station because of this impediment. I placed cones out and flashing lights on the corner to alert northbound traffic of a traffic deviation ahead and called for a police rotational tow truck to respond ASAP. The driver wanted AAA but their response time is over an hour and police rotational tows must respond within thirty minutes. I stood by until tow truck arrived and was able to pull the truck off the curb. I then shut down the roadway so the truck could coast backwards into the fire station and wait for the AAA tow. Huge thank you to Colfax Auto Body Repair Tow and their driver who performed the task for free in order to help clear the roadway for the citizens of Palouse.

260910-02 – While on patrol I heard school staff on school radio channel advise of a male elementary student fleeing the school property to the north of the football field due to behavioral issues. I responded to the area and observed the juvenile now back on school grounds on a bench at the north end of football field. I stayed in my patrol vehicle but maintained a visual presence to the student who waited until school staff contacted him. Once I was advised via the school radio the situation was back under control I cleared the area. Another example of the advantages of having a police presence in the city at all times available to respond to the school within seconds.

260911-03 – While on patrol I was contacted by city staff advising an unlicensed pickup and unlicensed trailer who parked at the RV Park for 3-4 days without having paid. I attempted contact but the pickup was gone. I contacted other RV campers who described

the couple and the hours they were usually gone. I left my cell number and requested they call when the pickup associated with the couple was back. I received a text the next day around 0830 advising the pickup was back. I put on my uniform and responded to the area. I made contact with the male, identified him, verified he had proof of ownership of the pickup and trailer, advised the rate and amount owed so far and made arrangements for him to make payment by noon 9-14-26. Further investigation revealed the same couple had been permanently trespassed from Colfax Fairgrounds camping area due to habitual overstay and non-payment in the past. I advised if payment was not received they would both be charged with theft of services. At 1100 hours on 9-14-26 the Palouse Deputy Clerk confirmed she had received payment in full.

260911-04 – While on patrol I heard dispatch advise of a rollover gas truck on SR272 just outside the city limits. Dispatch advised WSP was at least thirty minutes away and WCSO Deputies 10-15 minutes away. Due to the possible chemical and environmental hazards that go with a vehicle transporting gas, I responded and arrived first. Further investigation revealed gas truck was actually a field water pump truck and was not spilling gas. Driver was treated for superficial injuries. I directed traffic until relieved by WCSO. Palouse PD continues to value our partnership with WCSO/WSP and is glad to be able to respond and assist when needed as they do so frequently for Palouse.

Reached out to Sheriff Myers and requested the use of one of WCSO speed radar trailers for areas around the city that have speeding complaints. Sheriff Myers was more than happy to lend one of the trailers and had a deputy bring it to the city. It is now set up on E Union St due to recent speeding complaints in that area.

Code violation complaint regarding abandoned vehicle on Harvest Loop RD has been addressed with owner moving it off the public roadway and onto their driveway.

Code violation on north hill involving public nuisance ordinance has had their deadline extended to November 1st after making significant progress by removing many piles of junk and old appliances, getting lawn mowed/weedeated, removing old vehicles.

Code violation on north hill with abandoned boat trailer has been addressed and owner removed trailer from the city right of way.

9-18-26 – Coordinated with Public Works Supt Mike Wolf for the setting out of barriers and road closed signs in preparation for Palouse Days festivities on 9-19-26.

09/18/26
08:51

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					
260908-01	10:49:46	09/08/26 Accident Noninj		PAPDA	INA
260908-02	14:04:34	09/08/26 Disabled Vehicle		PAPDA	INA
260910-01	10:35:21	09/10/26 Suspicious		PAPDA	INA
260910-02	14:44:37	09/10/26 Juvenile Prob		PAPDA	INA
260911-01	09:39:23	09/11/26 Fall		PAPDA	INA
260911-02	12:46:40	09/11/26 Animal Problem		PAPDA	INA
260911-03	13:45:35	09/11/26 Trespassing		PAPDA	INA
260911-04	14:16:59	09/11/26 Accident Unkinj		WCSOA	INA
Total Incidents for This Agency:				8	

Total Incidents for This Report: 8

Report Includes:

All dates greater than `12:00:00 09/04/26`
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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