

**PALOUSE CITY COUNCIL AGENDA**  
Regular Council Meeting  
May 10, 2022 @ 7:00 pm  
Palouse Community Center 220 E. Main St

**CALL TO ORDER:** Mayor Tim Sievers called the Council Meeting to order at 7:00 pm.

**ROLL CALL:**

City Administrator Misty La Follett took Roll Call.

Council members present Bill Slinkard, Samuel Brink, Travis Deerkop, Ann Barrington, and Robert Brooks.

Councilmembers absent: Sarah Bofenkamp and Leslie Jo Sena

Councilmember Barrington introduced a **MOTION** to excuse Councilmembers Sena and Bofenkamp; **MOTION** was seconded by: Councilmember Brooks. All other council members present approved, and the **MOTION** passed.

City staff present: City Administrator (CA) Misty La Follett and Police Officer Joel Anderson.

**APPROVAL OF MINUTES:**

Councilmember Slinkard introduced a **MOTION** to approve the minutes from the regular council meeting on April 26, 2022; the **MOTION** was seconded by: Councilmember Deerkop, and the **MOTION** passed.

**PUBLIC WORKS REPORT:**

Supt. Wolf was not in attendance, but his report was presented to the Council.

Mayor Sievers stated that he had spoken with Supt. Wolf and the sweeper had broken down and may need some significant repairs.

\*PW report attached to the minutes.

**POLICE REPORT:**

Officer Anderson presented his report to the Council. There have been 11 calls for service and 3 call-outs since the last council meeting.

\*PD report attached to the minutes.

**CITY ADMINISTRATOR/DEPUTY CLERK REPORT:**

CA La Follett informed Council that the first PWB loan payment is due June 1, 2022, for \$51,193.07. This is for the design of the looping water main replacement.

CA report is attached to the minutes.

**OPEN FORUM:**

Patty Rippee addressed the Council and asked for information on the current status of the Police Department vehicles and the purchase of a new car. Ms. Rippee also addressed the Council regarding an overgrown tree at the intersection of Mohr and Mary streets.

Steve Brink addressed the Council and wondered about not having a chief but a lead officer. Mayor Sievers stated that per the State of Washington, we are required to have a Police Chief, even if it is a one-person department.

Jim Morrison stated that he would like to see a two-person department for Officer safety and quicker response time.

Marlen Morrison would also like a two-person department for Officer safety as well.

John Snyder would also like to have two officers as well, which could be partnering with Garfield in the future.

Cindy Johnson would like a two-person department with each person working opposite schedules.

Joe Handley wanted to make sure that the City could afford to hire two officers in the future.

Becky Brink was concerned about the liability of an officer who was informally helping in Palouse from another jurisdiction who was injured.

#### **OLD BUSINESS:**

None

#### **NEW BUSINESS:**

CA La Follett informed Council that a Determination of Non-significance was needed from the City for the Palouse Brewing Company to move forward with its plans to build on the Palouse River next to the TLC Vet Clinic on Main Street. This is required because the building site is within the Shoreline Management Program with the State of Washington.

If the City decides to issue a Determination of Non-significance after the 14-day comment period, they are clear to proceed with construction.

Joe Handley and Will Edwards addressed the Council and gave an overview of the project. They addressed the concern that the Department of Ecology had regarding the loads on the sewer plant, and they stated that the mash that they would produce will be hauled away and would not impact the sewer.

WSU Hospitality would like to partner with them as a malting teaching opportunity.

Councilmember Brink introduced a **MOTION** to approve the Determination of Non-significance for the Palouse Brewing Company; the **MOTION** was seconded by: Councilmember Slinkard.

Councilmember Barrington asked for a copy of the email from the Department of Ecology.

Councilmember Brooks asked for clarification regarding the ax-throwing location to ensure the axes would not end up in the river.

Councilmember Barrington asked for a confirmation that the mash would be hauled away, and Mr. Edwards said he would haul it to his property if no one else wanted it.

After a vote by Council, the **MOTION** passed.

## YOUTH ADVISORY BOARD REPORT:

On June 7, 2022, the YAB would like to hold a community fair event to connect the various youth organizations in the area.

## COMMITTEE REPORTS:

Policy & Administration, Chair Barrington: No report

Budget, Finance, & Major Acquisitions, Chair Bofenkamp: No report

Streets, Properties, & Facilities, Chair Deerkop: No report

Personnel, Chair Sam Brink: Conducted Deputy Clerk interviews, and an offer is pending.

Water and Sewer, Chair Slinkard: No report

Joint Fire Board, Chair Sena: No report

## MAYOR'S REPORT:

No report

## ALLOW PAYMENT OF BILLS:

Mayor Sievers clarified that the check for \$85,194 was a grant from the Department of Ecology and was part of the City's budget.

Councilmember Deerkop introduced a **MOTION** to allow the payment of bills. Councilmember Barrington seconded the **MOTION**; the **MOTION** passed.

The following checks are approved for payment:

Payroll	Ck. #12359-12377	\$92,326.19
Claims Paid 05/10/2022	Ck. #12378-12389	\$41,607.12

**ADJOURN:** Councilmember Slinkard MOVED to adjourn; Councilmember Brooks seconded the **MOTION**; the **MOTION** passed.

The council meeting adjourned at 7:56 pm.

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

## **Public Works Superintendent Council Report**

**Date: May 05, 2022**

***(Keep in mind this is 5 days from each council meeting)***

### **WATER:**

We replaced a water line in Breeding's Addition. We replaced the galvanized line to poly so we shouldn't have any problems with that for many years.

We are hoping to start on replacing the 2" service line that supplies water to the swimming pool next week.

We had a water complaint of brown water on Illinois street. The system on that side of town is not a loop. It is a tree system which means is a lot of dead ends and nowhere to flush the system. We flush the main feeding that system three times a year but doesn't help out a lot in the tree system.

Dean Brown will be here at the next meeting to talk about the smart meters.

We read meters last week. We read a meter that was high and went back two days and had used quite a bit of water and discovered the home owner had a leak.

### **SEWER:**

We replaced an air valve kit on the press. We still have a little fine tuning to do to it.

### **RV PARK:**

We had a sewer plug on Sunday April 24<sup>th</sup>.

### **CEMETERY:**

Evan has been working hard to get the cemetery looking good for Memorial Day.

Evan and Kara dug to urn burials yesterday.

**PARKS:**

We opened the restrooms last Friday.

**POOL:**

Tyler from Northwest Mobile Blasting was supposed to be here last Monday but had an illness and will be here next week to paint the tarp cart.

Palouse PD report for Palouse City Council meeting May 10, 2022:

Nine calls for service and three call outs since last report.

220422-01: Investigated a report of a catalytic converter stolen off of a inoperable vehicle on the north hill. Reporting party and victim advised they had video and witnesses to verify the thief was actually the adult son of the victim. Victim had brought her adult son down from Spokane for a night as he had been making enemies with the wrong kind of people by stealing from them to feed his drug habit. I was able to compile video, still frames, witness statements and an admission of guilt via text thread. I have forwarded the case to Whitman County Prosecutors Office with recommendation to charge the male with Theft 2<sup>nd</sup> degree – theft of private metal property – a class C felony.

220429-02: Conducted a traffic stop on the south hill on a pickup with expired tabs. Passenger had a felony warrant out of Spokane and driver had a suspended driver license. Detained the passenger on the warrant until records department advised the warrant should have been cleared out a month ago. Passenger released. Driver arrested for Driving While License Suspended and cited via investigation. He was released at the scene and the third occupant was allowed to drive the vehicle away as she had a valid license.

I had the patrol vehicle professionally detailed inside and out to prepare it for the upcoming conference in Lewiston I will be speaking it. No cost to the city.

Confirmed with my contact at Dana Safety Supply that the new patrol vehicle has already been ordered and will give updates when they are relayed to me.

That is all for now.

Joel

05/05/22  
12:30

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					
220422-01	06:15:43	04/22/22 Theft Other	N		CAA
220424-01	10:26:04	04/24/22 Utility Problem			INA
220425-01	16:25:29	04/25/22 Threatening	N		INA
220426-01	01:05:33	04/26/22 Communications	N		INA
220426-02	07:58:25	04/26/22 Communications	S		INA
220427-01	07:58:00	04/27/22 Welfare Check			INA
220427-02	10:03:38	04/27/22 Chest Pain	S		INA
220429-01	14:08:44	04/29/22 Suspicious			INA
220429-02	20:52:45	04/29/22 Traffic Offense	S		INA
220504-01	15:08:44	05/04/22 Abnormal Behav			INA
220504-02	16:29:43	05/04/22 Citizen Dispute	N		INA
Total Incidents for This Agency:					11

-----  
Total Incidents for This Report: 11  
-----

Report Includes:

All dates greater than `00:00:00 04/21/22`  
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/rptMt4Cgl-rplwisr.r3\_1 \*\*\*

City Administrator Report  
May 10, 2022

- PWB Loan Payment -





1011 Plum St. SE  
P.O. Box 42525  
360-725-4000  
www.commerce.wa.gov

## Invoice

**Public Works Trust Fund NT**  
**Commerce Representative Contact:** Cindy \* Chavez  
**Phone:** (360) 725-3154 **Email:** cindy.chavez@commerce.wa.gov

**Invoice Date:** 04/29/2022  
**Invoice #:** PWTFNT-402427

Palouse  
ATTN: Kyle Dixon  
120 E Main  
PO Box 248  
Palouse, WA 99161-0248

**Project Title:**  
Water System Improvement Design  
**Contractor Name:**  
Palouse City Of

**Due Date:** 06/01/2022  
**Contract #:** PR18-96103-066  
**Loan #:** 1

Principal Amt: \$49,946.48  
Interest Amt: \$1,246.59

**Amt Due: \$51,193.07**

For questions about your loan, or to accelerate your payments, please contact the assigned Commerce Representative Contact (program team member) listed at the top of this invoice.



### Payment Coupon

Detach and mail coupon with payment

### Invoice

Vendor #	Contract #	Invoice #	Date Due	Amount Due
SWV0000551-00	PR18-96103-066	PWTFNT-402427	06/01/2022	\$51,193.07

Include Contract # and/or Invoice # with all payments. **Please pay by Electronic Fund Transfer (EFT).** Please contact Commerce Accounting at comacctoffice@commerce.wa.gov with any payment questions. If EFT (ACH or wire) is not an option, please remit by check to the below payment remittance address.

Make checks payable to: **Department of Commerce**  
PO Box 48301  
Olympia, WA 98504-8301