

PALOUSE CITY COUNCIL AGENDA
Regular Council Meeting
September 13, 2022 @ 7:00 pm
Palouse City Hall | 120 E. Main St

Call to Order: Mayor Tim Sievers called the Council Meeting to order at 7PM.

Roll Call: Mayor Sievers took Roll Call.

Council Members Present: Bill Slinkard, Leslie Sena, Sam Brink, Travis Deerkop, Robert Brooks, and Ann Barrington.

Council Members Absent: Sarah Bofenkamp

Councilmember Sena introduced a motion to excuse Councilmember Bofenkamp. The motion was seconded by Councilmember Brink and approved unanimously.

City Staff Present: Public Works Superintendent Mike Wolf & Police Officer Joel Anderson.

City Staff Absent: City Administrator Misty LaFollett

Approval of Minutes (Regular Council Meeting 8/23/22)

Councilmember Brooks introduced a motion to approve the minutes from the Regular Council Meeting of August 23, 2022. The motion was seconded by Councilmember Sena and approved unanimously.

Public Works

Superintendent Wolf presented his report to the Council, drawing attention to complications with the water main upgrades on K St. and between K and H Streets. The contractors were forced to extend the range of the valves that were used to turn off water, which resulted in a drop in pressure at the school, thereby necessitating an early release.

Massey started on W. Church 9/13 with the launch and receiving pits. The boring company is scheduled to arrive 9/14 or 9/15. The project going quickly, and Superintendent Wolf is happy with the contractors.

Restoration for the water main project will be completed at the end (hydroseeding & asphalt).

* PW report attached to the minutes.

Police Report

Officer Anderson presented his report to the Council. There have been 21 calls for service and four call outs in the last three weeks.

There was a wildland fire adjacent to the Skate Park and Skate Park Gardens. The Palouse Fire Department responded quickly and put out the fire, however, there was some damage to plants and the watering system at the Skate Park and Gardens.

Officer Anderson reported that he will be stepping up speed enforcement on the arterial streets near the school in an effort to decrease speeding violations and increase safety in the area.

Palouse Days will have additional police coverage, thanks to assistance from an outside agency. Public Works will get the barriers to sidewalks, and Main St. will be closed for most of the day with a Whitman St. detour in place.
Report attached

City Administrator Report

City Administrator LaFollett submitted a written report, and requested action on the Liquor License request from Rants and Raves.

Councilmember Barrington questioned the request, as council had previously approved a liquor license application, and wanted to know more before proceeding with approval.

Councilmember Barrington introduced a motion to request a 20 day extension as provided in the Liquor License Application. The motion was seconded by Councilmember Sena. Councilmembers Slinkard, Sena, Barrington, and Brooks voted aye; Councilmembers Brink and Deerkop voted nay; the motion passed.

Old Business

TD&H provided an update on the Water Main Replacement Project.

The boring under Church St. ran into complications due to the location of natural gas and electric utilities, requiring an alteration to the launch and receiving pit locations. Avista is unable to relocate utilities in a timeframe that will keep the project on schedule. Options considered including reversing the launching and receiving pits, extending the boring an additional 40 feet, or waiting for the utilities to be moved. The boring company came back with a solution that will keep us on schedule and cost less than the extension estimate of \$10,440. A change order is needed.

TD&H presented a voucher for payment from the Public Works Trust Fund for the Water Main Replacement Project.

Councilmember Brink introduced a motion to approve the voucher for payment from the Public Works Trust Fund loan in the amount of \$281,688.96. The motion was seconded by Councilmember Brooks and approved unanimously.

The request for the project extension through 12/31/22 was approved.

In regard to the F St. Bridge Water Line Replacement, bids will be opened September 15 at 2 PM at Palouse City Hall. Michelle will work to get the funding contract in place so we can keep the project moving along and get it completed yet this fall.

TD&H presented a new contract for consideration to cover the F. St. Bridge Water Line Replacement design and project management costs.

New Business

Whitman County Shoreline Master Program Periodic Update

Rachel Granrath is a Senior Planner at SCJ Alliance and works with Shoreline Master Program Periodic Updates. She is visiting all affected communities.

The Department of Ecology requires updates every 8 years due to changes in legislation. No major changes anticipated. Having an updated Shoreline Plan will keep the city eligible for grants, and the aim is to balance use with protection.

One anticipated benefit to the city is improved mapping thanks to the GIS team that will be working on the project. The timeline for the development of the Shoreline Plan is below:

Palouse Outreach - Today
First draft to Ecology - October
Palouse Outreach - November
Notice of Intent to Adopt - January 2023
Hearings - March to April 2023

Feedback needed on: Shoreline use, economic development, public access, recreation, conservation, transportation & circulation, restoration, etc.

Haunted Palouse Street Closures

Haunted Palouse is requesting the following street closures on 10/21, 10/22, 10/28 & 10/29 from 6 PM - Midnight:

E. Whitman St. from Bridge St./Hwy 27 to N. Hall St.
N. Beach St. from E. Whitman St. to E. Main St./Hwy 272

Councilmember Sena introduced a motion to approve the street closures as presented. The motion was seconded by Councilmember Deerkop and approved unanimously.

Committee Reports

Policy & Administration: Chair Barrington reported that she needs to follow up with Misty regarding the Pool and RV Park policy updates.

Budget - No Report

Streets - No Report

Personnel - No Report

Water & Sewer - Chair Slinkard reiterated the committee's recommendation to raise water & sewer rates. Councilmember Sena wants to ensure a mechanism is in place so that when there is a significant leak on the consumer side, which could be financially catastrophic to the consumer, there might be some relief. Councilmember Brooks stated that even with the proposed increases, the rates are minimal.

Joint Fire Board - No Report

Open Forum - No Sign Ups

Mayor's Report

The Mayor appointed Kennedy Cook and Laynie Southern to the Youth Advisory Board.

Allow Payment of Bills

Councilmember Sena introduced a motion to allow the payment of Bills. The motion was seconded by Councilmember Brink and approved unanimously.

Adjourn

Councilmember Barrington introduced a motion to adjourn. The motion was seconded by Councilmember Slinkard and approved unanimously.

The Council Meeting adjourned at 8:20 PM.

APPROVED: _____ ATTEST _____

Public Works Superintendent Council Report

Date: September 08, 2022

(KEEP IN MIND 5 DAYS BEFORE COUNCIL MEETING)

WATER:

We've been working closely with JR Massie on the looping main project. Sumner Street is tied in and the restoration work is done outside of hydro seeding and asphalt parching.

K through H Streets are tied in and restoration is in the process today. A little problem with hooking to the mains on Tuesday as the school didn't have any pressure to flush the toilets so they had to close school early and cancel the volleyball game that day.

K Street from Mohr to Alder is going to get hooked up on Monday.

Going to start working on West Church Street next week which will be the final phase of the project.

We read meters the last week of August.

We have been doing a few locates.

STREETS:

I replaced the rest of the street signs in town.

IFN has redone the crack filling around the north hill where they micro trenched.

Legacy Paving did a little patch work for us.

PARKS:

Evan picked up zero turn in Spokane last Friday. He went to mow with it Tuesday morning and the same problem occurred that we took it up there for. Walter hauled it Spokane on Tuesday. We haven't heard anything back from them yet.

ARTERIAL STREETS:

Mike back bladed some of the gravel roads that were oiled and graveled.

Palouse Police Department report for Palouse City Council meeting September 13, 2022:

21 calls for service and four call outs in the three weeks since last council.

220825-04 – I was off duty when citizen called my cell phone to report a sex offense where the suspect was an adult family member and the victim was a minor twelve year old family member. Responded to the scene, conducted interviews, took statements, made arrest and booking of suspect.

220831-01 – Responded to investigate wildland fire just east of the skate park that originated at the corner of Whitman and J Streets. IFN employees conducting street crack sealing with landscape torch connected to propane tank caused large grassy field/garden area of skate park to catch fire. Provided traffic control, took statements from IFN employees, and notified land owner of incident. Fire department personnel responded quickly to extinguish fire. This incident was not criminal in nature. Land owner provided copy of report for any civil claims they may file against company.

220907-02 – Initiated traffic stop of vehicle that returned with a suspended registration due to no vehicle insurance. This violation is a gross misdemeanor in Washington. Driver was arrested, issued a criminal citation and ordered to park the vehicle until vehicle is properly insured and suspended registration status removed by Idaho DOL. Driver advised if vehicle driven again while still in suspension status vehicle will be impounded.

On 8-29-22 met with GarPal Principal Jones, faculty and law enforcement representatives of Garfield PD and WCSO to discuss and answer questions in regards to active shooter plan developed in cooperation with the school district. Multiple other topics discussed to include teenage driving complaints/enforcement, drug trends (to include signs of impairment) and social media concerns.

Received update on new patrol vehicle. Palouse PD 2022 Police Interceptor Ford Explorer has been assigned a VIN and is scheduled to go on Ford's assembly line October 31, 2022. Based upon that information it is now estimated we will receive delivery middle of December. Once we receive the vehicle I will then make arrangements for City of Palouse Police markings to be affixed. Hopefully the vehicle is in service by January 2023.

Thank you,

Joel Anderson

09/08/22
11:35

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					
220818-01	10:01:39	08/18/22 Accident Nonin	S		INA
220818-02	17:05:08	08/18/22 Parking Problem	N		INA
220820-01	19:07:12	08/20/22 Fraud	N		INA
220820-02	21:16:55	08/20/22 Illegal Burning	N		INA
220823-01	17:44:12	08/23/22 Fraud	N		INA
220823-02	18:00:11	08/23/22 Mal Mischief	N		INA
220824-01	13:09:49	08/24/22 Suspicious	S		INA
220825-01	13:03:13	08/25/22 Animal Stray	S		INA
220825-02	15:12:49	08/25/22 Abandoned Vehicle	N		INA
220825-03	15:47:50	08/25/22 Parking Problem	N		INA
220825-04	21:33:59	08/25/22 Sex Offense	N		CAA
220825-05	20:29:15	08/25/22 Welfare Check	S		INA
220826-01	19:30:52	08/26/22 Animal Problem	N		INA
220827-01	15:21:51	08/27/22 Found Property	S		ACT
220829-01	12:47:54	08/29/22 Animal Problem	N		INA
220831-01	13:21:30	08/31/22 Fire Wildland	N		INA
220901-01	11:13:46	09/01/22 Welfare Check	S		INA
220901-02	18:20:13	09/01/22 Harassment	N		INA
220907-01	09:52:48	09/07/22 Animal Stray	N		INA
220907-02	12:27:00	09/07/22 Traffic Offense	N		CAA
220907-03	15:36:32	09/07/22 Traffic Hazard	N		INA
Total Incidents for This Agency:					21

Total Incidents for This Report: 21

Report Includes:

All dates greater than `00:00:00 08/18/22`
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

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