

PALOUSE CITY COUNCIL AGENDA

Regular Council Meeting

December 28, 2021 @ 7:00 pm

Palouse Community Center 220 E. Main St

CALL TO ORDER: Mayor Sievers called the Council Meeting to order at 7:07 pm.

ROLL CALL:

Deputy Clerk Misty La Follett took Roll Call.

Council members present Mary Welcome, John Snyder, Jim Fielder, Libby Akin, and Katie Cooper.

Councilmember absent: Bill Slinkard

Councilmember Fielder introduced a **MOTION** to excuse Councilmember Slinkard; **MOTION** was seconded by: Councilmember Akin. All other council members present approved, and the **MOTION** passed.

City staff present: Deputy Clerk (DC) Misty La Follett, Public Works (PW) Supt. Mike Wolf, and Police Officer Joel Anderson.

APPROVAL OF MINUTES:

Councilmember Akin introduced a **MOTION** to approve the minutes from the regular council meeting on December 14, 2021; **MOTION** was seconded by: Councilmember Cooper. All other council members present approved, and the **MOTION** passed.

OPEN FORUM:

No residents present asked to address the Council.

PUBLIC WORKS REPORT:

Supt. Wolf provided Council with his written report.

The PW staff have been busy plowing the streets. The men's restroom at Heritage Park is closed due to a broken toilet, wear, and not vandalism.

Supt. Wolf stated that the main lift station pump was on for 10 hours before it was discovered. Council Member Fielder asked if the wireless alarms had been installed at the lift station, would Supt. Wolf received a notification sooner, and he stated that he would have been sent a message to his phone.

*PW report attached to the minutes.

POLICE REPORT:

Officer Anderson presented his report to the Council. There were six calls for service and two call-outs since the last council meeting.

Councilmember Welcome thanked Officer Anderson for his assistance with the Palouse Christmas Parade.

*PD report attached to the minutes.

CITY ADMINISTRATOR/DEPUTY CLERK REPORT:

DC La Follett presented to Council with the agreement with TIB to accept the funds to extend the Cove Road sidewalk project for a vote allowing the Mayor to sign this agreement. DC La Follett stated that the City's attorney had approved this contact.

Councilmember Welcome introduced a **MOTION** to allow the Mayor to sign the agreement with TIB to accept the funds to extend the Cove Road sidewalk project; **MOTION** was seconded by: Councilmember Akin.

All other council members present approved, and the **MOTION** passed.

DC La Follett withdrew the Vendor Agreement with Community Action Center for a vote because Eric Hanson, the City Attorney, had concerns and requested some changes to the document

DC La Follett stated that we need a vote to approve the transfer of funds from the 320 Special Capital Projects Fund beginning balance for \$32,745.30 to cover the shortfall in funding for the Cove Sidewalk Project.

Councilmember Akin introduced a **MOTION** to allow the transfer of funds from the 320 Special Capital Projects Fund, beginning balance for \$32,745.30. Councilmember Fielder seconded the **MOTION**; **MOTION** unanimously passed.

YOUTH ADVISORY BOARD REPORT: No Report

OLD BUSINESS: No old business.

NEW BUSINESS:

Approval of the Ordinance 1013, amending the budget. Councilmember Cooper stated that the Budget amendment was to correct the amount of the American Rescue Plan Act funds, the wrong account was used for Fire Department Repairs, and moving funds from the EMS to EMS Vehicle Reserve Fund.

ORDINANCE NO. 1013 Summary

AN ORDINANCE OF THE CITY OF PALOUSE, WASHINGTON, amending Ordinance 1005 and amending certain funds within the 2021 Annual Budget.

THE CITY COUNCIL OF THE CITY OF PALOUSE do ordain as follows:

SECTION 1. The Annual Budget for the City of Palouse, Washington, for the year 2021, is hereby amended to include the budget revision below as the 2021 Amended Annual Budget of the City of Palouse.

SECTION 2. Estimated resources, including fund balances for each separate fund of the City of Palouse, and aggregate totals for such funds combined, for the year 2021 are set forth below and are hereby appropriated for expenditure at the fund level during the year 2021:

Fund	Estimated Revenues	Appropriations
Current Expense	820,098	625,411
Street Fund	129,156	102,750
Arterial Streets	287,509	254,500
Cemetery Fund	26,698	25,855
Emergency Medical Services	140,513	51,144
Joint Board – Fire & EMS	N/C	65,175
Fire Equipment Reserve	66,095	0
Police Car & Equipment	52,003	3,300
EMS Vehicle Reserve	49,094	N/C
Special Capital Projects Fund	N/C	37,750
Water Fund	413,712	209,475

Sewer Fund	240,959	163,800
Water Capital Improvement	32,896	12,720
Pump Maintenance Reserve	33,623	5,000
Water System Reserve	227,241	82,600
Sewer Capital Improvement	77,920	7,015
Sewer Facility Reserve	251,678	5,300
Cemetery Endowment	121,601	N/C
Total All Funds	3,192,246	1,652,795

SECTION 3. This Ordinance shall take full force and effect five days after it, or a summary thereof, is published in the official newspaper of the City of Palouse.

Councilmember Fielder introduced a **MOTION** to adopt Ord. 1013; **MOTION** was seconded by: Councilmember Snyder.

Councilmember Cooper asked that the date be corrected in the signature block of this Ordinance

All other council members present approved, and the **MOTION** passed.

Mayor Sievers presented to Council the professional services agreement with SVS for the Value Engineering study for the sewer plant to vote, requesting that the council vote to allow the Mayor to sign this agreement. Mayor Sievers stated that the City's attorney had approved this agreement.

Councilmember Akin introduced a **MOTION** to allow the Mayor to sign the professional services agreement with SVS for the Value Engineering study; **MOTION** was seconded by: Councilmember Cooper.

Councilmember Fielder asked for clarification about where these funds were coming from for this study. Mayor Sievers stated that the DOE is providing the funds.

All council members present approved, and the **MOTION** passed.

Mayor Siever gave the Oath of Office to Sarah Bofenkamp, Travis Deerkop, Robert Brooks, and Ann Barrington.

COMMITTEE REPORTS:

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

Streets, Properties, & Facilities, No Chair at this time: No report.

Personnel, Chair Snyder: Chair Snyder stated that the interviews for the CA position were completed and there will be more to come.

Councilmember Akin asked who would be following up since there would no longer be a seated Personnel Committee, and Mayor Sievers stated that he would make the final decision

Water and Sewer, Chair Slinkard: No report.

Policy & Administration, Chair Cooper: Chair Cooper stated that she looked into the dead deer removal policy. She recommended that there be no charge to remove the deceased deer.

Councilmember Cooper wanted to let the Council know that the fund transfer will need to be completed in January. Also, there will need to be a resolution for the new salary schedule.

Joint Fire Board, Chair Fielder: Chair Fielder stated that Fire and EMS were on track to surpass the number of call-outs for 2020. Chair Fielder encouraged the new council members to get to know the JFB.

EXECUTIVE SESSION: Mayor called for an Executive Session at 7:42 pm to discuss personnel. The regular city council meeting resumed at 8:02 pm.

MAYOR'S REPORT:

Mayor Sievers thanked the outgoing Council for the hard work and dedication to a thankless job and working hard to make Palouse a better place.

ALLOW PAYMENT OF BILLS:

Councilmember Cooper introduced a **MOTION** to allow the payment of bills. Councilmember Welcome seconded the **MOTION**; All other council members present approved, and the **MOTION** passed.

ADJOURN: Councilmember Cooper MOVED to adjourn; Councilmember Fielder seconded the **MOTION**. All other council members present approved, and the **MOTION** passed.

The council meeting adjourned at 8:05 pm.

APPROVED: _____ ATTEST: _____

DRAFT