

DRAFT (Not Adopted by Council)

PALOUSE CITY COUNCIL AGENDA
Regular Council Meeting
March 8, 2022 @ 7:00 pm
Palouse Community Center 220 E. Main St

CALL TO ORDER: Mayor Sievers called the Council Meeting to order at 7:01 pm.

ROLL CALL:

City Administrator Misty La Follett took Roll Call.

Council members present Sarah Bofenkamp, Leslie Jo Sena, Samuel Brink, Travis Deerkop, Robert Brooks, and Ann Barrington.

Councilmember absent: Bill Slinkard.

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

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

APPROVAL OF MINUTES:

Councilmember Barrington asked that the extra paragraph be removed from the Public Works report as it is unrelated to the City Council Meeting on February 22, 2022.

Councilmember Brooks asked that the word interim be added to the vote regarding the appointment of Officer Anderson as interim department head.

Councilmember Sena asked that the committee report for the Joint Fire Board be amended to say that the residents listed in the community phone book may opt into reverse 911.

Councilmember Sena introduced a **MOTION** to approve the minutes from the regular council meeting on February 22, 2022, with the amendments as stated; **MOTION** was seconded by: Councilmember Bofenkamp, and the **MOTION** passed.

PUBLIC WORKS REPORT:

Supt. Wolf presented his report to the Council.

Supt. Wolf stated in addition to his report, Supt. Wolf and Walter Fealy repaired a broken water meter on Tidwell Road Sunday afternoon.

A representative from a smart water meter company would like to give a presentation to Council regarding the benefits of this product. This company also sells alarms for the sewer plant and the City wells.

*PW report attached to the minutes.

POLICE REPORT:

Officer Anderson presented his report to the Council. There have been eight calls for service and two 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 Whitman County Humane Society had reached out to the City about a possible Trap-Neuter-Release clinic in Palouse towards the end of March.

CA La Follett updated the Council on the upcoming pool season. The pool manager from last year will be returning this year, and the advertisement for lifeguards has been published. Supt. Wolf and CA La Follett will be meeting with the Streets, Properties, & Facilities committee regarding the pool.

YOUTH ADVISORY BOARD REPORT:

Libby Akin, the YAB advisor, presented the report to Council. The YAB has the survey results, and they will present infographics to the Council and programming ideas later.

OLD BUSINESS: No old business.

NEW BUSINESS: No old business.

COMMITTEE REPORTS:

Policy & Administration, Chair Barrington: The committee met and would like to add Martin Luther King Day, President's Day, Juneteenth, Labor Day, and Election Day every four years to the current flag policy. Chair Barrington will work with CA La Follett to draft a new Ordinance updating the policy.

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

Streets, Properties, & Facilities, Chair Deerkop: The committee met and discussed updating the six-year transportation plan. CA La Follett will reach out to former Mayor Echanove for more information.

Personnel, Chair Sam Brink: The committee has received the Deputy Clerk position applications and is reviewing the applications.

Water and Sewer, Chair Slinkard: No report, but the Council has received a copy of the draft Value Planning study to review.

Joint Fire Board, Chair Sena: No report

OPEN FORUM:

Mike Milano with the Palouse Chamber of Commerce addressed the Council.

MAYOR'S REPORT:

Mayor Sievers stated that we are moving toward filling the Deputy Clerk position.

The Council now has the draft of the Value Planning study done at the wastewater treatment plant. The City needs to resolve the temperature requirement and the dissolved inorganic nitrates. The one that is the most concerning issue is the temperature which is a reasonably affordable fix. The dissolved inorganic nitrates are a far more complex issue to resolve.

ALLOW PAYMENT OF BILLS:

Councilmember Sena introduced a **MOTION** to allow the payment of bills. Councilmember Brooks seconded the **MOTION**; the **MOTION** passed.

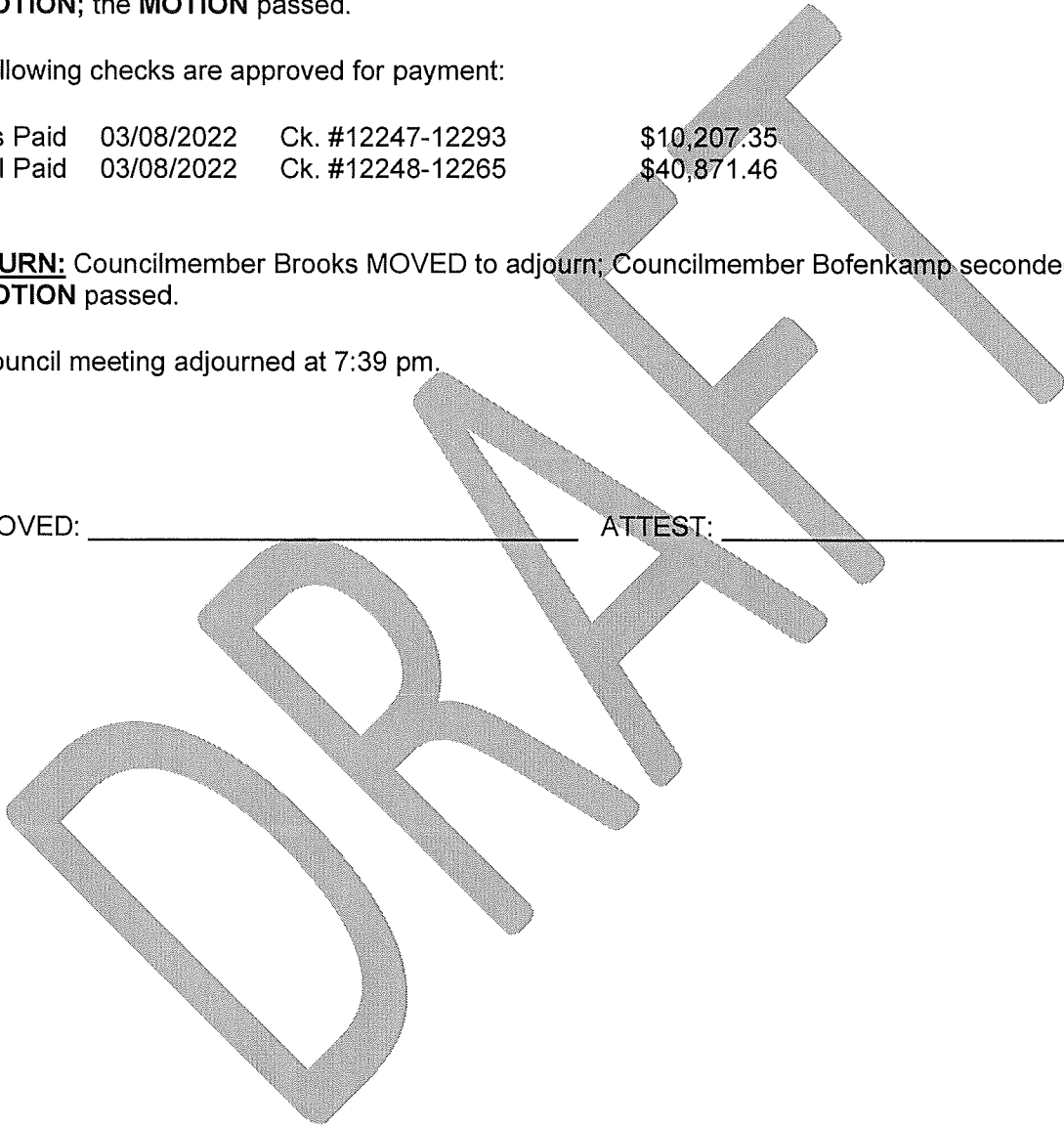
The following checks are approved for payment:

Claims Paid	03/08/2022	Ck. #12247-12293	\$10,207.35
Payroll Paid	03/08/2022	Ck. #12248-12265	\$40,871.46

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

The council meeting adjourned at 7:39 pm.

APPROVED: _____ ATTEST: _____



Public Works Superintendent Council Report

Date: March 03, 2022

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

WATER:

Mike attended a water class via zoom on Thursday March 3rd.

We had to replace a water meter on West Main Street on the coldest morning of our cold snap around 2 degrees. It didn't freeze and the cause was an old meter that fell apart.

We had to turn off a valve going to a residential irrigation system on Tuesday morning. It was not on the city side.

We had a call during the cold snap that the resident wasn't getting water. I went to the house and the resident had already determined that his pipes were frozen.

SEWER:

We had a sewer plug on West Illinois Street last Friday.

There could possibly be a sewer main issue on East Church Street.

COVE SIDEWALK:

White Diamond came at the beginning of this week and installed the rest of the chain link fencing along the sidewalk.

STREETS:

We had to repair a road on East Harrison because of the mud making it hard for the resident to access their property. There might be a few more roads like that as well. That was the only one reported to us this week. The potholes are starting to show up and we have filled the big ones in with gravel. We will patch them this summer when we do our other patching.

Evan is finished with the benches on Main Street.

SHOP:

The sweeper is getting repaired at Palouse Welding as one of the support rails holding the screen broke. The screen needs some repairs also.

Pape' Equipment came and replaced the batteries on the backhoe. They also checked the DPF, a warning light that has been on for a while and also a hydraulic leak. I ordered a new cutting edge for the bucket that we will pick up tomorrow.

We are going to need to replace the old Dodge pickup and the John Deere Gator sooner than later.

STORM DRAINS:

We had Roach Construction jet out the storm drains today. They did one but the other one had too much water in it so they'll have to come back on a later date to do that one.

PARKS:

We are rebuilding the fertilizer spreader for the parks and cemetery. We put a new gear box on it as well and we should be done with it today.

Evan & Mike took our last recertification classes yesterday.

Walter took a pesticide license training class last week and went to Spokane on Friday and took the test.

Palouse Police Department report for Palouse City Council meeting March 8, 2022:

Eight calls for service and two call outs.

220222-01 – Responded to a report of a blocking disabled vehicle in the middle of F Street just south of Cannon St. Upon arrival I discovered the vehicle was blocking the middle of the roadway, no occupants, and vehicle locked. The vehicle did not have a driver side door handle, driver side mirror, and considerable driver side old vehicle damage. The vehicle was impounded as it was a safety/traffic hazard blocking a public roadway.

220302-01 – A citizen contacted my wife in our driveway to advise she drove by dumped miscellaneous property in the 1800 block of Tidwell Rd. The citizen requested my wife advise me which she did. I drove to the area and handled the call as it was just outside the city limits. I was able to inventory items of value to include an uncashed check, clothing items, and a backpack. I was able to contact both the checking account owner and the payee on the check. The payee advised he was one of the victim's in a rash of vehicle prowls in Pullman over the last week. It appears the dumped items were not of value to a criminal (not pawnable or carried enough trade value for drugs). A good reason to lock your doors as vehicle prowling is clearly happening in Whitman County.

220302-04 - Citizen called my cell phone while off duty advising of multiple traffic hazards just outside the city limits on SR27 headed towards Pullman. I know State Patrol staffing is low in this area of the state as their office for Whitman County is located in Yakima. In an effort to clear a possible collision causing obstruction on a heavily traveled road by Palouse citizens in a timely manner, I responded to the location. I located a good size Christmas tree partially blocking the southbound lane a quarter mile south of Palouse. I pushed it into the ditch. Another half mile down the road I located a large amount of green/white insulation looking material in the middle of the road. I was able to clear it to the side of the roadway.

Thanks to the assistance of IT specialist Mark Bailey, Palouse PD now has two fully functioning PC stations. I also recently ordered and installed a camera/microphone combo as the PD did not have one causing our ability to participate in ZOOM meetings to be hampered.

3-3-22 – Participated in the Garpal High School girls basketball team send off to state. Led the lineup of cars down Sgt Jacob Demand Way, shut down traffic on Main St for the fire department vehicles, bus carrying the team and accompanying parent vehicles to proceed uninterrupted so citizens who lined up on Main St could cheer them on and send them off. Brought up the rear with emergency lights activated until the bus cleared city limits near Tidwell.

That is all for now.

Joel

03/03/22
12:28

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					
220221-01	11:43:18 02/21/22	Traffic Stop			INA
220222-01	11:27:41 02/22/22	Disabled Vehicl			INA
220222-02	14:00:48 02/22/22	Harassment			INA
220224-01	11:24:14 02/24/22	Abandoned Vehic			INA
220302-01	08:16:56 03/02/22	Found Property			INA
220302-02	11:45:06 03/02/22	Animal Stray			INA
220302-03	18:50:11 03/02/22	Parking Problem			INA
220302-04	20:49:51 03/02/22	Traffic Hazard			INA
Total Incidents for This Agency:					8

Total Incidents for This Report: 8

Report Includes:

All dates greater than `00:00:00 02/18/22`
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

*** End of Report /tmp/rptz3TUTt-rplwisr.r3_1 ***

Deputy Clerk Report
March 8, 2022

- TNR Clinic in March –
- Pool Update –