

DRAFT (Not Adopted by Council)

PALOUSE CITY COUNCIL AGENDA
Regular Council Meeting
April 26, 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 Sarah Bofenkamp, Bill Slinkard, Leslie Jo Sena, Samuel Brink, Travis Deerkop, and Robert Brooks.

Councilmember absent: Ann Barrington

Councilmember Slinkard introduced a **MOTION** to excuse Councilmember Barrington; **MOTION** was seconded by: Councilmember Bofenkamp. 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 Sena introduced a **MOTION** to approve the minutes from the regular council meeting on April 12, 2022; the **MOTION** was seconded by: Councilmember Slinkard, and the **MOTION** passed.

PUBLIC WORKS REPORT:

Supt. Wolf presented his report to the Council.

Supt. Wolf stated the pool filter pump would need to be rebuilt this fall, and it has been 25 years since it was rebuilt.

There have been ongoing issues with the press at the sewer plant, and the parts have been ordered to fix the issue.

Supt. Wolf is getting a quote together to install catch basins in a resident's yard. The basins are needed as the storm drain water backs up in the yard when it rains.

*PW report attached to the minutes.

POLICE REPORT:

Officer Anderson presented his report to the Council. There have been 16 calls for service and two call-outs since the last council meeting.

Officer Anderson was asked to participate in the DIDI (Dream It Do It) Youth Conference put on by the University of Idaho and Lewis and Clark State College on May 17, 2022. He will be giving two short half-hour presentations to groups of 20-25 students on the history and future of law enforcement as a vocation.

*PD report attached to the minutes.

CITY ADMINISTRATOR/DEPUTY CLERK REPORT:

CA La Follett reported the Association of Washington cities was so impressed with the recommendation report that the previous budget committee had done regarding the ARPA funding that they asked to share it with other small towns in the region.

CA La Follett presented to the Council the quote from Andrew Klempel for the SCADA alarm system and Resolution 2010-18 with the park rules.

She also asked the Streets, Property, and Facility committee to start the discussion of a Palouse Community Garden.

Councilmember Bofenkamp asked when the City might receive the second round of ARPA funding, and CA La Follett stated it should be this summer.

Councilmember Brooks asked if the cellular charges were included in the yearly contract price, and CA La Follett stated that she would follow up with Mr. Klempel.

CA report is attached to the minutes.

OLD BUSINESS:

Mayor Sievers opened the only bid received for the new police vehicle. The bid was for a 2022 Ford Police Interceptor, and the total bid amount was \$45,395. This bid includes everything but the markings, which Officer Anderson has a quote for \$296.80.

Council discussed this purchase in more detail.

Councilmember Sena introduced a **MOTION** to accept the bid for the new police vehicle; **MOTION** was seconded by: Councilmember Deerkop

Councilmember Brooks voted nay, all other council members present approved, and the **MOTION** passed.

Mayor Sievers asked the Council for a vote to approve the engineering contract with TD & H for the repairs to the F Street Bridge. The contract price is \$11,605.

Councilmember Brooks introduced a **MOTION** to approve the contract with TD & H and allow the Mayor to sign this agreement; **MOTION** was seconded by: Councilmember Bofenkamp. All other council members present approved, and the **MOTION** passed.

NEW BUSINESS:

Mayor Sievers stated he had a conversation with a community member that had read the police report given to Council and published in the Whitman County Gazette and felt that it was too much information. Mayor Sievers read the article and thought it was appropriate. Mayor Sievers asked Council if they felt it was a proper amount of data to share with the community. A council member had also reached out to him with the same concerns.

Mayor Sievers asked Council if they wanted an abbreviated report in their packets or to continue with what has been provided by Office Anderson.

The Council discussed this matter in more detail, and the decision was made to continue with the same amount of information that Officer Anderson has provided in the past with the addition of the region of the City where the incident took place.

Planning Commission appointments. Mayor Sievers stated that there had been vacancies on the Planning Commission for some time. When he started the process of appointing new members, it was discovered that within the City records, the current members were unsure of their seat and their term.

Within the City code, the Planning Commission should have seven seats with staggered terms. Mayor Sievers would like to appoint current members to seats and terms, and he also needs to appoint three new members. After these appointments, he will ask for Council approval. The appointments are as follows:

Mayor Sievers Planning Commission appointment:

Seat 1:	Liz Rousseau	Expires:	12/31/22
Seat 2:	Jill McKinney	Expires:	12/31/22
Seat 3:	Holly White	Expires:	12/31/23
Seat 4:	Tony Wright	Expires:	12/31/23
Seat 5:	Chuck Stemke	Expires:	12/31/24
Seat 6:	Mary Estes	Expires:	12/31/24
Seat 7:	Michael Echanove	Expires:	12/31/24

Councilmember Bofenkamp introduced a **MOTION** to approve the appointments to the Planning Commission; **MOTION** was seconded by: Councilmember Sena. All other council members present approved, and the **MOTION** passed.

Mayor Sievers asked Lindsay Brown from the Palouse School to address the Council regarding partnering with the City to apply for a grant for a Community Athletic Complex. The school is not eligible for this grant, so they need to partner with the City. The Mayor requires the Council's approval to partner with the school to move this grant application forward and develop a mutually beneficial lease with the school for the school property.

Ms. Brown stated that this complex would consist of a track and upgraded football/soccer field. The School would lease the land to the City of Palouse for 25 years, and the school would be solely responsible for the upkeep and maintenance of this complex. This complex would be open to the public when the school was not using the complex.

The initial grant is due May 3, 2022, with the final submission in mid-July 2022.

Council discussed the matter in more detail.

Mayor Sievers stated that the land lease would be a nominal amount each year for 25 years, and the school is responsible for the maintenance and repair of the complex. And if the City is awarded this grant, it would give the City and school options to apply for more grants. The grant is for \$350,000 and the school would provide the required match of \$150,000.

He also asked for a statement of support from the City, stating that the City is willing to partner with the school and that the City is willing to negotiate a lease with the school.

Councilmember Brooks introduced a **MOTION** to allow the City to move forward and partner with the school to apply for the YAF grant; **MOTION** was seconded by: Councilmember Bofenkamp. All other council members present approved, and the **MOTION** passed.

Councilmember Brink introduced a **MOTION** to allow the Mayor to continue discussions with the School to develop a 25-year land lease agreement for a multi-sport complex; **MOTION** was seconded by: Councilmember Slinkard. All other council members present approved, and the **MOTION** passed.

Mayor Sievers asked the Council to start the discussion if the Palouse Police Department should be a 1 or 2 officer department.

Officer Anderson felt that Palouse was on the large side for a one officer department, but he thought it could be done with one person. There was a discussion about hiring a code enforcement officer to help alleviate some of the responsibility for Officer Anderson.

The Council and Officer Anderson discussed the future of PD in more detail.

Councilmember Bofekamp asked for this discussion to include the residents of Palouse at the next Council meeting in person or via email. Councilmember Bofekamp asked that the Personnel Committee look further into the possibility of hiring a code enforcement officer.

Councilmember Brooks would like to see a two-person department for officer safety and address the ongoing issue of speeding in Palouse.

Mayor Seivers would like more community input regarding the residents' expectations of the Palouse Police department.

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: No report

Water and Sewer, Chair Slinkard: Chair Slinkard asked for the City Council meetings to be moved back to City Hall, and the decision was made to move back starting on May 24, 2022.

Joint Fire Board, Chair Sena: The JFB decided to explore the possibility of hiring a grant writer to finance a new vehicle.

OPEN FORUM:

Gretta Bellamy addressed the Council regarding the ongoing issue of cows being kept within the City limits.

EXECUTIVE SESSION:

Mayor called for an Executive Session at 8:42 pm to discuss personnel. The regular city council meeting resumed at 8:52 pm.

MAYOR'S REPORT:

Mayor Sievers stated that it appears as if the PWB would not approve the emergency loan to repair the F street bridge, and the City would need to find a different funding source or use the funds in the water reserve fund.

He shared a positive email he received regarding Evan Weagraff and all of the hard work he has been doing at the cemetery.

ALLOW PAYMENT OF BILLS:

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

The following checks are approved for payment:

Claims Paid 04/26/2022 Ck. #12432-12442 \$12,568.82

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

The council meeting adjourned at 8:57 pm.

APPROVED: _____ ATTEST: _____

Public Works Superintendent Council Report

Date: April 21, 2022

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

WATER:

Well # 3 had a leak. We tightened the nuts and we'll see how it works over the weekend.

SEWER:

We've been working on an ongoing sewer plug on 130 W. Whitman Street.

The press has a broken air valve and one is ordered.

STREETS:

We are still sweeping streets and just about caught up with that.

We finally found street paint so hopefully we will get the crosswalks painted before the rat rod show as some lines are almost nonexistent.

STORM DRAINS:

We had the storm drains down by the sewer plant jetted.

The flooding of the yard on the south hill is still going on when it rains. Walter and I put a plug at the beginning of the storm drain to help slow it down if there us a lot of rain.

PARKS:

Evan has been busy mowing, edging and spraying.

POOL:

Tyler from Northwest Mobile Blasting will be here on May 2nd to paint the tarp cart.

04/21/22
10:54

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					
220407-01	11:48:24	04/07/22	Haz Mat		INA
220407-02	17:06:53	04/07/22	Trespassing		INA
220407-03	19:15:03	04/07/22	Parking Problem		INA
220408-01	12:23:21	04/08/22	Traffic Offense		INA
220408-02	14:57:02	04/08/22	Theft Other		INA
220410-01	17:28:24	04/10/22	Abandoned Vehic		ACT
220412-01	11:37:29	04/12/22	Suspicious		INA
220412-02	15:54:52	04/12/22	Suspicious		INA
220413-01	05:23:48	04/13/22	Animal Problem		INA
220414-01	15:52:50	04/14/22	Suspicious		INA
220415-01	11:06:45	04/15/22	Dwls		INA
220418-01	10:02:07	04/18/22	Civil		INA
220418-02	16:22:35	04/18/22	Alarm Burglary		INA
220419-01	10:13:59	04/19/22	Aps Referral		INA
220420-01	11:50:02	04/20/22	Suspicious		INA
220420-02	18:21:56	04/20/22	Suspicious		INA
Total Incidents for This Agency:				16	

Total Incidents for This Report: 16

Report Includes:

All dates greater than `00:00:00 04/07/22`
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/rptLiFPzd-rplwisr.r3_1 ***

City Administrator Report
April 26, 2022

- ARPA Reporting -
- SCADA Quote -
- Park Rules -
- Community Garden -