

City of Palouse
COUNCIL MEETING MINUTES
Tuesday, April 23, 2024

Note to persons reviewing this document: This is not a verbatim transcript. While an attempt has been made to document pertinent points, these minutes contain only a summary of the discussion and voting.

CALL TO ORDER: Mayor Sievers called the meeting to order at 7:01 PM

Councilmembers* present at the meeting were Sarah Bofenkamp, Angie Griner, Leslie Jo Sena, Rainy Anderson, and Robert Brooks.

*In the following paragraphs, Councilmember(s) will be abbreviated as: "C."

I. ROLL CALL: DC Gaber took attendance; C. Barrington and C. Quigley were absent.

C. Brooks introduced a **MOTION** to excuse C. Quigley and C. Barrington's absences from the meeting; the **MOTION** was seconded by C. Bofenkamp. All council members approved, and the **MOTION** passed.

City staff present: City Administrator (CA) Misty La Follett and Deputy Clerk (DC) Jamie Gaber, and Police Officer Joel Anderson.

II. APPROVAL OF MINUTES:

C. Sena introduced a **MOTION** to approve the minutes from the regular council meeting on April 9, 2024; the **MOTION** was seconded by C. Griner. All council members approved, and the **MOTION** passed.

III. OPEN FORUM:

Bruce Pemberton: Asked council to be aware of the American Disabilities Act of 1990 and recommended utilizing it to accommodate speakers in open forum

IV. PUBLIC WORKS REPORT: Supt Mike Wolf, submitted a written report

V. POLICE REPORT: Submitted a list of calls for service

A. 11 Calls for Service

1. 1 Ordinance related
2. 1 Ordinance violation closed out after issue was addressed
3. 1 Ordinance violation deadline extended due significant progress
4. One juvenile runaway located in Palouse and returned to parents
5. Four infractions issued
6. Two call outs

VI. CITY ADMINISTRATOR / DEPUTY CLERK REPORT: CA La Follett reported:

A. **POOL UPDATE:**

1. Interviews for lifeguards are ongoing
2. New ROC grant available.
 - (1) Michelle Bly from TD&H found grant and is willing to assist
 - (2) Geared towards youth sports facilities; our swim team and swimming lessons qualify us for grant
 - (3) Would cover repairs for next year

3. Colfax pool closed this year for remodel.
 - a) Approached by Colfax swim team coach, would like to possibly use pool for practice
 - (1) Will compensate for any costs

FIRE DEPARTMENT INSPECTION:

4. Checked City offices
 - a) Purchased smoke and CO2 alarms to install

B. IT CONTRACTS:

1. Taking bids from IT companies to upgrade and maintain our city-wide computer systems
 - a) Current systems are failing regularly, need to make decision rapidly

C. NEW WEBSITE: Palousewa.gov

VII. OLD BUSINESS:

A. DOWNTOWN Wifi CORRIDOR:

1. ARPA funds available for corridor, additional funds available to upgrade cameras at RV Park
2. Jim Kuzsnir, from Inland Fiber Network, willing to provide Wifi service through his new office downtown.
 - a) Palouse Brewery to museum, also, at Hayton-Greene Park and RV park.
 - b) Need to get formal approval at the next council meeting to have up and running for Art Walk.
 - c) City would purchase hardware and upgrades, Jim would provide labor and ongoing hosting in exchange for the ability to keep his equipment in City Hall.

B. WHITMAN COUNTY PUBLIC HEALTH MEMORANDUM OF UNDERSTANDING:

C. Anderson introduced a **MOTION** to approve the Memorandum of Understanding with Whitman County Public Health to reimburse the City of Palouse for one session of swim lessons per Whitman County child; the **MOTION** was seconded by C. Sena. All council members approved, and the **MOTION** passed.

VIII. NEW BUSINESS: None

IX. COMMITTEES:

Policy and Administration – C. Sena reporting:

Emergency Planning underway, informative meeting with Joe Handley

.** Director of Whitman County Emergency Management will be at June 11th Council Meeting**

Life Flight Rep at May 1st senior lunch.

Budget, Finance, & Major Acquisitions - Chair Bofenkamp:

Meeting next Thursday

Streets, Properties, & Facilities - Chair Brooks:

No report

Personnel - Chair Sena:

No report

Water and Sewer - Chair Griner:

Met with Mayor Sievers, moving in good direction.

Joint Fire Board - C. Sena reporting:

Fire season approaching; currently Washington State is in drought, state of emergency. May have Red Flag days when power is intentionally turned off due to high winds and/or low humidity to prevent fallen power lines or trees causing fires. Creating defensible space around houses is encouraged.

Youth Advisory Board – Chair Bofenkamp:
No Report.

X. MAYORS REPORT:

A. BUILDING BLOCKS

1. Reviewing processes
 - a) Involving City Staff
 - b) Will do community workshops
 - c) Attended grant meeting
2. Met with Public Safety Training Institute (PSTI)
 - a) Follow up to PD Task Force’s recommendation to have independent evaluation of Palouse PD
 - b) Considering what PSTI has to offer
 - (1) Review of Policy and Procedures
 - (2) Sounding board for new ideas for Department
 - (3) Recommendations
 - (4) Currently working on proposal
 - (5) Recommended by insurance company
3. Met with Sewer Committee

XI. COUNCIL MEMBER COMMENTS:

1. C. Griner: Asked if property owners on Shady Lane have been contacted about work to be done
2. C. Bofenkamp would like to address communication with community
 - a) Prioritize when to use mailers, listserv, posts
 - b) Policy committee may assist

PAYMENT OF THE BILLS

C. Griner introduced a **MOTION** to allow the payment of bills; the **MOTION** was seconded by C. Anderson. All council members approved, and the **MOTION** was passed.

The following checks were approved for payment:

Payroll paid	EFT	\$ 3,750.32
Claims paid	Ck# 13801-13817	\$ 55,416.14
Total:		\$ 59,166.46

XII. ADJOURN: C. Bofenkamp introduced a **MOTION** to adjourn; the **MOTION** was seconded by C. Sena. All council members approved, and the **MOTION** was passed.

The council meeting Adjourned at 8:11 PM.

APPROVED: _____

ATTEST: _____

DATE: _____

Public Works Superintendent Council Report

Date: April 18, 2024

WATER:

We'll read meters on Monday & Tuesday.

We have one resident with a leak from winter that has used a lot of water. The resident is aware of it.

SEWER:

We replaced two broken cables that hold the aeration tubes in the aeration basin today with SJ Environmental.

STREETS:

We swept streets last week. We will continue to sweep when time allows us to.

We removed the wild roses by the old gym next to the foot bridge at the beginning of the week.

We started hauling fill away. We hauled three loads but the ground is too soft to continue to haul so that project is on hold until it dries out.

Gary Anderson is hauling more gravel to our stock pile and is about half done.

SNOW:

We have started to put the snow removal equipment away.

PARKS:

Evan has started to mow on a regular basis.

Evan had a flat tire on the service mower that we repaired.

COMPOST:

We hauled all of the compost downtown to well 3.

Palouse Police Department report for Palouse City Council meeting April 23, 2024:

Eleven calls for service with one call ordinance related.

One ordinance violation closed out after citizen addressed the issue (public nuisance related).

One ordinance violation case deadline extended due to significant progress by homeowner in addressing public nuisance violation.

One juvenile runaway located in Palouse and returned to parents.

Four infractions issued.

Two callouts.

Anderson