

**City of Palouse**  
**COUNCIL MEETING MINUTES**  
*Tuesday, July 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 7:00 PM

Councilmembers\* present at the meeting were Sarah Bofenkamp, Angie Griner, Leslie Sena, Molly Quigley, Rainy Anderson, Robert Brooks, and Ann Barrington.

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

**I. ROLL CALL:** DC Gaber took attendance; all council members were present.

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, after correcting the date, from the regular council meeting on July 9, 2024; the **MOTION** was seconded by C. Bofenkamp; all council members approved, and the **MOTION** passed.

**III. FISH and WILDLIFE; WDFW Jason Earl, WDFW Officer Silver attended.**

**Conflict Biologist: Reagan Harris presented:**

A. Addressed cougar sightings in our area

1. To prevent interactions:

- a) Feed pets inside and bring inside at night
- b) Lock up livestock at night
- c) Avoid feeding deer and other medium to large animals
- d) Can employ deterrent tactics:
  - (1) Sound, possibly from radio
  - (2) Motion sensor activating light and/or sound
  - (3) Electric fencing

e) Encounters in yard:

- (1) Can ignore and let cougar go about its business
- (2) Try to scare off; from safe spot, make loud noises and/or throw tennis balls

2. Fish and Wildlife Response: If cougar is:

- a) Attacking/stalking - call 911
- b) Predation (animal killed) – call
  - (1) Wild Comm 7am-7pm, 877-933-9847
  - (2) Non-emergency State Patrol, after above hours, 509-332-2521
- c) WA overview; reports of cougar and bear sightings: [wdfw.wa.gov](http://wdfw.wa.gov)

3.\*\*Educational material available at the library and city hall\*\*

#### **IV. OPEN FORUM:**

**Paul Edwards:** Asked about Shady Lane status, the pine beetle infestation, and currently downed trees.

**Bruce Pemberton:** Life guarding at the pool has improved, questioned life guards about the AED.(located in pool house). Commented how the tennis courts are neglected, construction debris still present.

**Cheryl Sanders:** Questioned how long our contract is with S and L Environmental

**Robin Rilette:** Advocated for pickleball courts, suggested having them in the park to encourage intergenerational interaction. Also, proposed having a volunteer crew to help with courts.

**Mary Estes:** Inquired about city hall hours and status of selling water to non-residents

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

**VI. POLICE REPORT:** Submitted a list of calls for service and written report

A. 23 Calls for Service

1. 8 Ordinance related
2. Zero call outs

B. Successfully obtained Narcan Rescue Kits from Whitman County Dept of Health

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

A. POOL UPDATE:

1. Pool closing date: August 16<sup>th</sup>, working on having a Pooch Day, August 17<sup>th</sup>
2. Life jacket educational event in early August (Free life jackets being given out)

B. VERIZON TOWER:

1. Variance application in
2. Hearing with Board of Adjustments, Aug. 6<sup>th</sup>, 6pm, City Hall

C. SOLAR PANELS:

1. Work being done, power generated by solar panels will be registering on website soon

D. SHADY LANE:

1. Met with neighbors, all on board with project boundaries
2. Logging will get started in August
3. Lane will be ready for Haunted Palouse to use
4. Slash will be burned in winter or removed

E. CITY HALL:

1. 9am to 4pm hours recommended by Personnel Committee and approved by the Mayor. Office staff split shifts with one coming in early to focus on work and leaving at 4, while the other comes in later and leaves at 5 or later.

**VIII. OLD BUSINESS:**

A. PALOUSE COVE SIDEWALK, TD&H: Rich Utzman presented:

1. Public Works Board approved the application for loan increase
2. Quality Contractors, LLC will begin work on Monday.

C. Sena introduced a **MOTION** to authorize Mayor Sievers to sign documents to complete Cove Sidewalk Project employing Quality Construction LLC.; the **MOTION** was seconded by C. Griner. All council members approved, and the **MOTION** passed.

B. TRANSPORTATION IMPROVEMENT BOARD (TIB)

1. Application due August 5<sup>th</sup>
  - a) Submitting 3 road chip-sealing projects

C. Griner introduced a **MOTION** to authorize Mayor Sievers to sign an application to the Transportation Improvement Board; the **MOTION** was seconded by C. Bofenkamp. All council members approved; and the **MOTION** passed.

**C. ST. ELMO UPDATE:**

1. CERB report coming soon
2. Moving forward with Integrated Planning Grant
  - a) Funds available for economic development
  - b) Will have public meeting in August (Tentative)

**D. BUILDING BLOCKS FOR SUSTAINABLE COMMUNITIES UPDATE:**

1. Offers technical assistance through the EPA
2. Palouse one of 10 awarded in USA!
3. Focused on:
  - a) Affordable housing
  - b) Preserving natural and historical resources
  - c) Revitalizing downtown
  - d) Infrastructure
4. Attended by:
  - a) Federal: EPA, USDA Rural Development
  - b) State: Ecology, Commerce, Historic Preservation Office, WSDOT
  - c) County: County Commissioner Art Swannack,, Port of Whitman
  - d) Regional: Phoenix Conservancy, Innovia, IFN
  - e) Palouse Residents – Thank you!
5. Remarks:
  - a) C. Bofenkamp: thankful for event, great to have many different people from diverse groups working to solve our challenges. Thank you to Misty LaFollett, Ann Barrington, Mayor Sievers and Bruce Pemberton for assisting in planning event.
  - b) Mayor Sievers: The event has deepened our interconnectedness, moving us forward in a positive direction.

**E. RESOLUTION NO. 2024 - 09**

1. Our grant application to the Washington State Recreation and Conservation Office (RCO), Local Parks Maintenance Program for Palouse Pool Improvements has passed the first hurdle and been accepted for consideration. RCO now requires a resolution designating authorized representatives from the City to act on its behalf through the rest of the granting process.

C. Anderson introduced a **MOTION** to adopt Resolution 2024-09; the **MOTION** was seconded by C. Barrington. All council members approved; and the **MOTION** passed.

**F. RESOLUTION NO. 2024-10**

1. Infrastructure Levy for 2024 fall election - Due to state-imposed limitations to the City's ability to increase its regular levy to provide for the funding of City operations, the Council is seeking funds to support operation and maintenance of City infrastructure. With aging infrastructure has come increased costs, and these funds support continued improvements.

“For the purpose of funding the operation and maintenance of the infrastructure, the City Council of the City of Palouse proposes, pursuant to RCW 84.52.052, to impose an excess property tax levy upon all taxable property within the City in the amount of \$55,000.00, an estimated \$0.73058 per \$1,000.00 of assessed value in the year 2024 for collection in 2025 as provided in Resolution 2024-10.”

C. Sena introduced a **MOTION** to adopt Resolution 2024-10; the **MOTION** was seconded by C. Anderson. All council members approved; and the **MOTION** passed.

**G. RESOLUTION NO. 2024-11**

1. Pool Levy for 2024 fall election - City residents long ago adopted a levy to fund the operation of the community's pool. These funds support the maintenance and operation of the pool each year. The levy supports about 2/3 of the cost of maintenance and operation annually.

"For the purpose of funding the operation and maintenance of the swimming pool, the City Council of the City of Palouse proposes, pursuant to RCW 84.52.052, to impose an excess property tax levy upon all taxable property within the City in the amount of \$50,000.00, an estimated \$0.6641 per \$1,000.00 of assessed value in the years 2024 for collection in 2025, as provided in Resolution 2024-11"

C. Brooks introduced a **MOTION** to adopt Resolution 2024-11; the **MOTION** was seconded by C. Griner. C. Barrington and C. Sena voted nay, all other council members approved; and the **MOTION** passed.

#### H. RESOLUTION NO. 2024-12

1. Streets Levy for 2024 fall elections - City residents have long supported a levy of dedicated funds to support street improvements and street oiling.

"For the purpose of funding street improvements and street oiling, the City Council of the City of Palouse proposes, pursuant to RCW 84.52.052, to impose an excess property tax levy upon all taxable property within the City in the amount of \$50,000.00, an estimated \$0.6641 per \$1,000.00 of assessed value in the year 2024 for collection in 2025, as provided in Resolution 2024-12."

C. Bofenkamp introduced a **MOTION** to adopt Resolution 2024-12; the **MOTION** was seconded by C. Sena. All council members approved; and the **MOTION** passed.

#### IX. NEW BUSINESS: None

#### X. COMMITTEES:

**Policy and Administration** – Chair Barrington: No report

**Budget, Finance, & Major Acquisitions** – Chair Bofenkamp: Discussion regarding ARPA funds occurred, balance sheet provided, contingency funds identified

**Streets, Properties, & Facilities**- Chairman Brooks: Meeting upcoming Wed., 6pm

**Personnel** – Recommended office hours, 9am to 4pm, allowing work to be done before and after.

**Water and Sewer** – Productive meeting with Ecology. Varela working on grants. Property acquisition discussed. Considering options to be most cost effective. In good graces with Ecology and EPA.

**Joint Fire Board:** Old ambulance sold. Notified that Palouse residents are at low risk for preemptive power shut off (to mitigate fires starting). Three new EMS volunteers will be completing training October through December

#### XI. MAYORS REPORT:

##### A. Meetings:

1. BUILDING BLOCKS Workshop
  - a) Productive, glad to have so many people in one room focused on solving Palouse's challenges and innovative new approaches
2. Port of Whitman Economic Development
3. SEWEDA

#### XII. COUNCIL MEMBER COMMENTS:

- A. Ice Cream Social: great success, thanks to all for setting up and all whom attended
- B. Pool parking: restructure parking lot?
- C. Bulk water sales
- D. Music Festival July 27<sup>th</sup>, 11am-7pm, all welcome

#### XIII. PAYMENT OF THE BILLS:

C. Sena 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:

Claims paid	Ck# 13981-13989	\$18,955.30
Payroll	EFT	\$18,096.06
Total:		\$ 37,051.36

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

The council meeting Adjourned at 9:10 PM.

APPROVED: \_\_\_\_\_

ATTEST: \_\_\_\_\_

DATE: \_\_\_\_\_

