

City of Palouse
COUNCIL MEETING MINUTES
Tuesday, Oct 22, 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 Pro Tem Brooks called the meeting to order at 7:00 PM

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

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

I. ROLL CALL: DC Gaber took attendance.

City staff present: Deputy Clerk (DC) Jamie Gaber, Police Officer Joel Anderson, and Public Works (PW) Superintendent (Supt) Mike Wolf.

II. APPROVAL OF MINUTES:

C. Sena introduced a **MOTION** to approve the minutes from the regular council meeting on September 24, 2024; the **MOTION** was seconded by C. Anderson. Majority council members approved, C. Brooks abstained, and the **MOTION** passed.

C. Anderson introduced a **MOTION** to approve the minutes from the regular council meeting on October 8, 2024; the **MOTION** was seconded by C. Bofenkamp. Majority council members approved, C. Barrington abstained, and the **MOTION** passed.

III. OPEN FORUM:

Patti Rippee: Have we hired someone for the waste water treatment plant position?

Barb Hodson: Stop sign difficult to see at Main St. and Bridge St., supports cutting tree and installing a lite up stop sign

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

- A. Finished fire hydrant repair on Bridge St.
- B. Flushed hydrants on South hill
- C. Worked on lead inventory
- D. Winterizing pool next week
- E. Luke is doing well at the sewer plant, working with Sam
- F. Did repairs on the sweeper and cleaned the streets

V. POLICE REPORT: Submitted a written report

- A. 11 Calls for Service
 - 1. 5 Ordinance related
 - 2. One call out

VI. CITY ADMINISTRATOR / DEPUTY CLERK REPORT: DP Gaber reported:

- A. **Liquor License Renewal**
 - 1. Bank Left Gallery
 - a) No objections

VII. OLD BUSINESS:

A. CERB REPORT: RECAP on ST. ELMO, C. Barrington reported:

- 1. Meeting on Sept. 26th with Hailey and Aldrich
- 2. Unsafe structure, recommend taking down, estimated at \$300,000 to \$600,000
- 3. Currently have \$200,000 grant funding to explore redevelopment and perform additional assessments
- 4. Continuing to explore future possibilities
 - a) Excitement about it on the county and state level and with outside investors
 - (1) Port of Whitman, Innovia
 - b) On Washington Trust for Historic Preservation's Most Endangered Places List
 - c) Dept of Archeology and Historic Places
 - (1) Have resources for owners via tax benefits

B. CAPITAL IMPROVEMENT PLAN (CIP)

- 1. Will include in larger financial policies document
- 2. Discussed reducing the project cost minimum from \$50,000 to \$25,000
- 3. Would like to include fund codes
- 4. Change language:
 - a) 1.5 A to 'projects that improve upon capital infrastructure'
 - b) 1.10 A add 'Dept heads would collaborate with the Public Works Dept'
- 5. ***Consensus by council to use document

VIII. NEW BUSINESS:

A. POTENTIAL CHANGE OF START TIME FOR CITY COUNCIL MEETINGS

- 1. Suggested to start at 6 pm
- 2. Discussion occurred
- 3. Council asked for public comment via email

B. SET DATE FOR FIRST BUDGET HEARING

- 1. November 12, 2024 at 7 pm.
- 2. Discussion occurred
- 3. Will post proposed 2025 budget on website

IX. COMMITTEES:

Policy and Administration – C. Barrington

No report

Budget, Finance, & Major Acquisitions - Chair Bofenkamp:

This year, the proceeds from the RV park could be used for fire hydrant project. Next year, will be on the CIP. Correcting miscoded ARPA funds, have approval from Auditors office to correct 2022 and 2023. Second meeting in November will present allocation recommendations and packet finalization. C. Anderson noted new reports will need to be generated. C. Quigley asked about quarterly financial reports and noted PWC 2.14.020 requirements regarding the reports.

Streets, Properties, & Facilities - Chair Brooks:

Discussed tree replacement for downtown, would like to involve The Pheonix Conservancy and city staff. Discussed possibly replacing trees with bushes at intersections and potentially adding a flashing stop sign to Main and Bridge intersection. Discussed what other options exist for blocking off the St. Elmo sidewalk.

Personnel - Chair Sena:

Setting up meeting with Mayor Sievers

Water and Sewer - Chair Griner:

No report

Joint Fire Board – Chair Anderson:

Passed 2025 budget. Have 3 new EMTs on board! Waiting for City Attorney’s input on the timing of paying bills before/after JFB has approved them. JFB approved Sept bills.

Youth Advisory Board – Chair Bofenkamp:

No report.

X. MAYORS REPORT: No report

XI. COUNCIL MEMBER COMMENTS:

- a) Can the Pheonix Conservancy’s proposal be included in the 2025 proposed budget

X. PAYMENT OF THE BILLS

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

The following checks were approved for payment:

Claims paid	Ck# 14165-14177	\$ 45,005.99
Total:		\$ 45,005.99

XII. ADJOURN: C. Sena 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 8:56 PM.

APPROVED: _____

ATTEST: _____

DATE: _____