

**NEWPORT CITY COUNCIL AGENDA**

***March 06, 2023 AT 6:00 P.M.***

**INTRODUCTION**

The City of Newport, Washington, is a Mayor/Council form of government and is a code city. Essentially, Newport conducts its day to day business within the State of Washington laws, RCW 35A, that govern optional municipal code cities. The Newport City Council is called to order by the **Mayor** and all business of the City is conducted in accordance with State of Washington laws and Newport Resolution number 10410 City Council Rules of Procedure, adopted January 04, 2010. If you require any reasonable accommodation to participate in the council meeting, please contact the City at (509) 447-6429 twenty-four (24) hours prior to the meeting.

**YOUR ELECTED OFFICIALS**

MAYOR KEITH CAMPBELL  
COUNCILMEMBER KENNETH SMITH  
COUNCILMEMBER (VACANT)  
COUNCILMEMBER JAMI SEARS  
MAYOR PRO TEM MARK ZORICA  
COUNCILMEMBER NATHAN LONGLY

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**CALL TO ORDER**

ROLL CALL  
PLEDGE OF ALLEGIANCE  
AMENDMENTS & APPROVAL OF AGENDA &  
02/21/2023 COUNCIL MEETING MINUTES

**MAYOR & COUNCIL COMMENTS:**

**AUDIENCE PARTICIPATION:**

**CITY ADMINISTRATOR COMMENTS:**

**NEW BUSINESS:**

Clean Energy Presentation – Jamie Wyrobek, Economic Development Council Director

**BILLS & PAYROLL:**

CLAIMS CHECKS 65518-65535	\$24,829.67
CLAIMS EFT 03/06/2023 Run 1-2	\$2,951.70
PAYROLL EFTS 1387-1394 & DIRECT DEPOSIT 02/22/2023	\$66,893.02

**EXECUTIVE SESSION:**

Executive Session to discuss possible litigation relevant to RCW 42.30.110(i)(ii)

**ADJOURNMENT:**

**MINUTES OF THE NEWPORT CITY COUNCIL MEETING ON**  
**February 21, 2023**

A regular meeting of the Newport City Council was held on February 21, 2023, at 6:00 PM in Council Chambers, City Hall, 200 S. Washington Avenue, Newport, Washington, with the following present:

	Keith Campbell	Mayor
	Abby Gribi	City Administrator
	Nickole North	Clerk/Treasurer
Kenneth Smith		Councilmember
Jordan Bowman		Councilmember <b>Absent</b>
Jami Sears		Councilmember
Mark Zorica		Mayor Pro Tem <b>Absent</b>
Nathan Longly		Councilmember

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Mayor Campbell called the meeting to order at 6:00 PM. This was followed by roll call and the pledge of allegiance. He announced that he had received a letter of resignation from Councilmember Bowman due to moving out of the City. Councilmember Zorica was absent due to work and Councilmember Longly moved to excuse his absence; Councilmember Smith seconded. Motion carried.

**APPROVAL OF AGENDA & MINUTES:**

Councilmember Longly moved to approve the agenda and the minutes from the February 06, 2023 Council Meeting; Councilmember Sears seconded. Motion carried.

**MAYOR & COUNCIL COMMENTS:**

Mayor Campbell reminded citizens to license their dogs by the end of the month to avoid a late fee. He also thanked Councilmember Bowman for his involvement with the Council and stated that he was a good asset to the community and the Council and that he will be missed.

**AUDIENCE PARTICIPATION:**

Rob Owen residing at 74 N. Milwaukee, Newport, WA recommended to the Council that business owners in the City should be required to keep their sidewalks clear in front of their businesses to encourage a walking friendly city. He also inquired about the Volunteer Fire Department sign that the Newport School had made to be mounted on the side of the Fire Hall. Ms. Gribi stated that she would check into this. Further, Mr. Owen asked if the RV Park would be operational and ready to go once construction was complete. He let the Council know that two basketball tournaments are coming to Newport in June. One weekend will be boys and the following girls. Players will be staying in the high school but many businesses will be benefiting from them and their families shopping and eating locally.

Boneta Sheffler, 118 McAvoy Rd, Newport, was present in support of Fire District 4 and their Fire Chief Webber. She allotted the remainder of her time to Chief Webber to speak, however he declined to speak until a later time.

Robert Rosencrantz, 615 W. Pine Street #14, Newport, WA spoke about being the liaison for the EMR District and encouraged the Council to make this a priority so that ambulance services are available within the city.

**CITY ADMINISTRATOR COMMENTS:**

City Administrator Gribi stated that she and staff had met with the Washington State Department of Health. They worked with a water engineer on infrastructure and funding possibilities.

Last week Ms. Gribi attended Association of Washington Cities Action Days. The new gas surcharge will not be going to cities and will be going to the state instead. She spoke about the wastewater treatment plant needs and funding package with the legislatures and how they could play a role in that.

**NEW BUSINESS:**

Councilmember Longly moved to approve Ordinance 2110 providing for the annexation of certain real property to the City of Newport, Washington; commonly known as the “Quail Annexation”; providing for the assumption of existing indebtedness; adopting the comprehensive land use plan and zoning designation; Councilmember Sears seconded. Motion carried.

Councilmember Sears moved to approve Task Order 2023-01 Additional Survey Services Lazy Acres Land Swap with J-U-B Engineers, Inc.; Councilmember Smith seconded. Motion carried.

Councilmember Smith moved to amend the Fee Resolution that was approved at the previous meeting to add a \$20.00 Business License Fee; Councilmember Longly seconded. Motion carried.

Councilmember Longly moved to approve Ordinance 2111 adopting business licenses; Councilmember Sears seconded. Motion carried.

Councilmember Smith moved to officially name the RV Park “Founders RV Park”; Councilmember Longly seconded. Motion carried.

A financial report, law enforcement report and fire department report were given to the Council for their review.

**BILLS & PAYROLL:**

Councilmember Sears moved to approve the bills and payroll; Councilmember Smith seconded. Motion carried.

CLAIMS CHECKS 65478-65517

\$41,554.13

CLAIMS CHECKS 65473-65477	VOID
CLAIMS EFT 02/16/2023 Run 1-9	\$27,653.58
CLAIMS DIRECT PAY 02/16/2023 Run 1-5	\$2,820.00
PAYROLL E-CHECKS 1379-1386; Dir Deposit Run 02/06/2023	\$90,917.35

**WORKSHOP:**

The Council went into a workshop at 6:30 PM to discuss revenue solutions for the Street Fund. Potential revenue sources were presented to the Council for their review. Ms. Gribi let the Council know that not one thing will fix this. She also discussed not filling positions when people resign, purchasing county surplus equipment to be able to do street projects inhouse, and imposing a utility tax. Another workshop will be scheduled for the second meeting in March to discuss this further. Ms. Gribi asked the Council to let her know ahead of time which revenue sources they would like for her to look into so that she can rank them and explore them prior to the next workshop.

**ADJOURNMENT:**

The meeting was adjourned at 6:39 PM.

Attest: \_\_\_\_\_  
 Nickole North, MMC, CPFA  
 Clerk/Treasurer

By: \_\_\_\_\_  
 Keith Campbell  
 Mayor

CITY OF NEWPORT  
VOUCHER REPORT

DATE 3/6/2023

I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered, or the labor performed as described herein, that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation, and that the claim is a just, due and unpaid obligation against the City, and that I am authorized to authenticate and certify to said claim.

<b>Checks 65518 - 65535</b>	<b>\$24,829.67</b>
<b>EFT 03/06/23 1-2</b>	<b>\$2,951.70</b>
<b>Grand Total of all Claims</b>	<b><u>\$27,781.37</u></b>

City Clerk:  \_\_\_\_\_

# Register

Fiscal: 2023  
 Deposit Period: 2023 - March  
 Check Period: 2023 - March - 1st Council Meeting

Number	Name	Print Date	Clearing Date	Amount
<b>51040005632</b>				
<b>Mountain West</b>				
<b>Check</b>				
65518	Barr Tech LLC	3/6/2023		\$5,366.90
65519	Canon Solutions America	3/6/2023		\$493.42
65520	CO-Energy	3/6/2023		\$478.47
65521	Conifer Electric Inc.	3/6/2023		\$430.80
65522	Dept of Ecology	3/6/2023		\$1,709.68
65523	Dr. Locksmith LLC	3/6/2023		\$54.93
65524	Eiter, McMahon, Lamberson, Van Wert, Oreskovich PC	3/6/2023		\$3,106.50
65525	Exbabylon	3/6/2023		\$726.98
65526	Exbabylon Physical Security	3/6/2023		\$37.70
65527	Excess Inc	3/6/2023		\$178.00
65528	Ferguson Waterworks	3/6/2023		\$3,566.93
65529	JUB Engineers	3/6/2023		\$438.50
65530	Lexipol LLC	3/6/2023		\$2,994.60
65531	Mike White Ford	3/6/2023		\$99.95
65532	Peak Sand & Gravel	3/6/2023		\$3,221.19
65533	PO CO Public Works	3/6/2023		\$320.91
65534	USA Bluebook	3/6/2023		\$363.98
65535	Vision Municipal Solutions	3/6/2023		\$1,240.23
EFT Payment 2/28/2023 11:58:50 AM - 1	Vimly Benefit Solutions, Inc. - EFT	3/6/2023		\$2,701.70
EFT Payment 2/28/2023 11:58:50 AM - 2	WA State - DRS/DCP	3/6/2023		\$250.00
<b>Total</b>	<b>Check</b>			<b>\$27,781.37</b>
<b>Total</b>	<b>51040005632</b>			<b>\$27,781.37</b>
<b>Grand Total</b>				<b>\$27,781.37</b>

# Voucher Directory

Fiscal : 2023 - March  
Council Date: : All

Voucher Number	Reference	Account Number	Description	Amount
<b>Barr Tech LLC</b>				
<b>65518</b>	<b>Invoice 8620</b>	411-000-100-535-35-41-03	Prof Services Sludge Hauling	\$5,366.90
	<b>Total Invoice 8620</b>			<b>\$5,366.90</b>
<b>Total Barr Tech LLC</b>	<b>Total 65518</b>			<b>\$5,366.90</b>
<b>Canon Solutions America</b>				
<b>65519</b>	<b>Invoice 30014798</b>			
		001-000-000-513-10-48-01	Maintenance Copier	\$30.49
		001-000-000-521-20-48-01	Maintenance Copier	\$52.97
		001-000-000-591-18-70-01	1/4 Copier Lease	\$52.54
		001-000-000-591-21-70-02	Police Copier Lease	\$105.32
		101-000-000-543-30-48-01	Maintenance Copier	\$31.49
		101-000-000-591-47-70-01	1/4 Copier Lease	\$52.54
		410-000-000-534-34-49-03	Maint. Agrmt-Copy Machine	\$31.49
		410-000-000-591-34-70-01	1/4 Copier Lease	\$52.55
		411-000-100-535-35-49-03	Maint Agrmt. - Copy Machine	\$31.49
		411-000-100-591-35-70-01	1/4 Copier Lease	\$52.54
	<b>Total Invoice 30014798</b>			<b>\$493.42</b>
<b>Total Canon Solutions America</b>	<b>Total 65519</b>			<b>\$493.42</b>
<b>CO-Energy</b>				
<b>65520</b>	<b>Invoice 0451822-IN</b>			
		411-000-100-535-35-48-00	Repair & Maintenance	\$159.49
	<b>Total Invoice 0451822-IN</b>			<b>\$159.49</b>
	<b>Invoice 0452481-IN</b>			
		411-000-100-535-35-48-00	Repair & Maintenance	\$159.49
			Gear Oil	
	<b>Total Invoice 0452481-IN</b>			<b>\$159.49</b>



Vendor	Number	Reference	Account Number	Description	Amount
		Invoice 0453015-IN	411-000-100-535-35-48-00	Repair & Maintenance	\$159.49
<b>Total CO-Energy</b>	<b>Total 65520</b>	<b>Total Invoice 0453015-IN</b>			<b>\$478.47</b>
<b>Conifer Electric Inc.</b>	<b>65521</b>				
		Invoice 1368		<b>2023 - March - 1st Council Meeting</b>	
			001-000-000-576-80-48-00	Repair & Maintenance	\$107.70
			101-000-000-543-50-48-00	Maintenance of Facilities	\$107.70
			410-000-000-534-34-48-00	Repair & Maintenance	\$107.70
			411-000-100-535-35-48-00	Repair & Maintenance	\$107.70
<b>Total Conifer Electric Inc.</b>	<b>Total 65521</b>	<b>Total Invoice 1368</b>			<b>\$430.80</b>
<b>Dept of Ecology</b>	<b>65522</b>				
		2023 Water Quality Program fee		<b>2023 - March - 1st Council Meeting</b>	
			411-000-100-535-35-49-04	DOE Permits	\$1,642.68
<b>Total Dept of Ecology</b>	<b>Total 65522</b>	<b>Total 2023 Water Quality Program fee</b>			<b>\$1,642.68</b>
<b>Dr. Locksmith LLC</b>	<b>65523</b>				
		Invoice 6652		<b>2023 - March - 1st Council Meeting</b>	
			410-000-000-534-34-31-00	Office & Operating Supplies	\$27.47
			411-000-100-535-35-31-00	Office & Operating Supplies	\$27.46
<b>Total Dr. Locksmith LLC</b>	<b>Total 65523</b>	<b>Total Invoice 6652</b>			<b>\$54.93</b>

**Etter, McMahon, Lamberson, Van Wert, Oreskovich PC**  
**65524**  
**2023 - March - 1st Council Meeting**  
 Acct 8000.07971 Feb 2023  
 001-000-000-515-41-41-00      City Attorney 40%      \$1,014.60  
 001-000-000-521-10-41-00      Civil Service Professional Services      \$570.00  
 410-000-000-534-34-41-01      Prof Svc City Atty 30%      \$760.95  
 411-000-100-535-35-41-01      Prof Services City Attorney 30%      \$760.95  
**Total Acct 8000.07971 Feb 2023**  
**\$3,106.50**  
**\$3,106.50**  
**\$3,106.50**

**Total 65524**  
**Total Etter, McMahon, Lamberson, Van Wert, Oreskovich PC**  
**Exbabylon**      **65525**  
**2023 - March - 1st Council Meeting**  
 190759, Domain & Licenses  
 001-000-000-513-10-42-00      Communications      \$102.31  
 001-000-000-514-20-42-00      Communications      \$102.31  
 001-000-000-521-20-42-00      Communications      \$102.31  
 101-000-000-543-30-42-00      Communications      \$102.32  
 410-000-000-534-34-42-00      Communications      \$102.32  
 411-000-100-535-35-42-00      Communications      \$613.89  
**Total 190759, Domain & Licenses**  
**Invoice - 2/24/2023 3:04:24 PM**  
 001-000-000-521-20-42-00      Communications      \$80.40  
 410-000-000-534-34-42-00      Communications      \$32.69  
**Total Invoice - 2/24/2023 3:04:24 PM**  
**\$113.09**  
**\$726.98**  
**\$726.98**

**Total 65525**  
**Total Exbabylon**  
**Exbabylon Physical Security**      **65526**  
**2023 - March - 1st Council Meeting**  
 190432      410-000-000-534-34-42-00      Communications      \$37.70  
**Total 190432**  
**\$37.70**  
**\$37.70**  
**\$37.70**

**Total 65526**  
**Total Exbabylon Physical Security**  
**Excess Inc**      **65527**  
**2023 - March - 1st Council Meeting**  
 Jan 2023 Statement      410-000-000-534-34-47-00      Public Utilities      \$178.00  
**Total Jan 2023 Statement**  
**\$178.00**  
**\$178.00**  
**\$178.00**

**Total 65527**  
**Total Excess Inc**

Vendor Number Reference Account Number Description Amount

Ferguson Waterworks 65528  
 Invoice 1167712 2023 - March - 1st Council Meeting \$1,040.30  
 410-000-000-534-34-31-00 Office & Operating Supplies \$1,040.30  
 Total Invoice 1167712  
 Invoice 1176896 410-000-000-534-34-31-00 Office & Operating Supplies \$510.59  
 Total Invoice 1176896  
 Invoice 1177578 410-000-000-534-34-31-00 Office & Operating Supplies \$2,016.04  
 Total Invoice 1177578 \$3,566.93  
 Total 65528 \$3,566.93  
 Total Ferguson Waterworks

JUB Engineers 65529  
 0159895 PR#11 Payment #18 2023 - March - 1st Council Meeting  
 411-000-100-535-35-41-06 DOE Funding - Sewer Master Plan \$438.50  
 Waste Water Sewer Plan  
 Total 0159895 PR#11 Payment #18 \$438.50  
 Total 65529 \$438.50  
 Total JUB Engineers \$438.50

Lexipol LLC 65530  
 Invlx15145 Annual Police Law Manual 2023 - March - 1st Council Meeting  
 001-000-000-521-20-41-00 Professional Services \$2,994.60  
 Total Invlx15145 Annual Police Law Manual \$2,994.60  
 Total 65530 \$2,994.60  
 Total Lexipol LLC \$2,994.60

Mike White Ford 65531  
 Invoice 29518 2023 - March - 1st Council Meeting  
 001-000-000-521-20-48-00 Repair & Maintenance Equipment \$99.95  
 Total Invoice 29518 \$99.95  
 Total 65531 \$99.95  
 Total Mike White Ford \$99.95

Peak Sand & Gravel 65532  
 Invoice 87657 2023 - March - 1st Council Meeting  
 103-000-000-594-76-60-01 Park Facilities \$3,221.19  
 Total 65532 \$3,221.19

Total Invoice 87657  
 Total 65532  
 Total Peak Sand & Gravel  
 \$3,221.19  
 \$3,221.19  
 \$3,221.19

PO CO Public Works  
 65533  
 2023 - March - 1st Council Meeting  
 RV Park  
 New001 March 2023  
 001-000-000-576-80-41-01 Professional Services \$36.47  
 101-000-000-543-30-41-02 Professional Services \$36.47  
 410-000-000-534-34-41-00 Professional Services \$36.47  
 411-000-100-535-35-41-04 Professional Services \$36.46  
 411-000-100-535-35-41-04 Professional Services \$175.04  
 Total New001 March 2023 \$320.91  
 \$320.91  
 \$320.91

Total PO CO Public Works  
 Total 65533  
 USA Bluebook  
 65534

2023 - March - 1st Council Meeting  
 154848  
 Office & Operating Supplies \$59.73  
 \$59.73  
 Total 154848  
 Invoice 262719  
 Office & Operating Supplies \$304.25  
 \$304.25  
 Total Invoice 262719  
 Office & Operating Supplies \$363.98  
 \$363.98

Total USA Bluebook  
 Total 65534  
 Vimly Benefit Solutions, Inc. - EFT  
 EFT Payment 2/28/2023 11:58:50 AM - 1  
 Clark March 2023 Payment  
 001-000-000-521-20-20-03 Leoff | Med Insur/LifeFlight \$742.50  
 Total Clark March 2023 Payment \$742.50  
 Rochek March 2023  
 001-000-000-524-60-20-00 CRO Benefits \$58.77  
 001-000-000-576-80-10-04 Utility Maintenance Worker C7 -44% 33% \$862.05  
 101-000-000-543-10-20-00 Personnel Benefits \$881.64  
 410-000-000-534-34-20-00 Personnel Benefits \$156.74  
 Total Rochek March 2023 \$1,959.20  
 Total EFT Payment 2/28/2023 11:58:50 AM - 1 \$2,701.70  
 Total Vimly Benefit Solutions, Inc. - EFT \$2,701.70

**Vision Municipal Solutions  
65535**

**2023 - March - 1st Council Meeting**

Invoice 09-12331	410-000-000-534-34-49-01	Maint. Agrmt.-Computer/Handheld	\$712.00
<b>Total Invoice 09-12331</b>			<b>\$712.00</b>
Invoice 09-12346	001-000-000-513-10-48-02	Maintenance Computer Software	\$132.05
	101-000-000-543-30-41-03	Computer Software Maintenance	\$132.06
	410-000-000-534-34-49-01	Maint. Agrmt.-Computer/Handheld	\$132.06
	411-000-100-535-35-49-01	Maint Agreement - Computer	\$132.06
<b>Total Invoice 09-12346</b>			<b>\$528.23</b>
<b>Total 65535</b>			<b>\$1,240.23</b>
<b>Total Vision Municipal Solutions</b>			<b>\$1,240.23</b>

**WA State - DRS/DCP**

**2023 - March - 1st Council Meeting**

EFT Payment 2/28/2023 11:58:50 AM - 2			
<b>Rochek DCP March 2023</b>			
	001-000-000-524-60-20-00	CRO Benefits	\$7.50
	001-000-000-576-80-10-04	Utility Maintenance Worker C7 -44% 33%	\$110.00
	101-000-000-543-10-20-00	Personnel Benefits	\$112.50
	410-000-000-534-34-20-00	Personnel Benefits	\$20.00
<b>Total Rochek DCP March 2023</b>			<b>\$250.00</b>
<b>Total EFT Payment 2/28/2023 11:58:50 AM - 2</b>			<b>\$250.00</b>
<b>Total WA State - DRS/DCP</b>			<b>\$250.00</b>

**Grand Total Vendor Count 20 \$27,781.37**

CITY OF NEWPORT  
PAYROLL CHECK REGISTER  
PAYDAY: February 24, 2023

We, the undersigned Council of the City of Newport, Washington, do hereby certify that the merchandise or services hereinafter specified have been received and that Check No. 1387 through No. 1394 as well as the direct deposit run 02/22/2023 for employees are approved for payment in the amount of \$66,893.02 this 6<sup>th</sup> day of March 2023.

Councilmember \_\_\_\_\_

Councilmember \_\_\_\_\_

Councilmember \_\_\_\_\_

Councilmember \_\_\_\_\_

Councilmember \_\_\_\_\_

City Clerk/Treasurer  \_\_\_\_\_

# Register

Number	Name	Fiscal Description	Cleared	Amount
1387	Dept of Labor & Industry	2023 - February - 2nd Council Meeting		\$2,141.79
1388	Dept of Retirement - Def Comp	2023 - February - 2nd Council Meeting		\$617.50
1389	Dept of Retirement Systems	2023 - February - 2nd Council Meeting		\$7,023.53
1390	EFTPS	2023 - February - 2nd Council Meeting		\$11,320.84
1391	Employment Security	2023 - February - 2nd Council Meeting		\$87.82
1392	Employment Security - PMFL	2023 - February - 2nd Council Meeting		\$280.48
1393	Idaho State Tax	2023 - February - 2nd Council Meeting		\$375.00
1394	Vimly Benefit Solutions, Inc. - EFT	2023 - February - 2nd Council Meeting		\$9,690.12
Direct Deposit Run -	Payroll Vendor	2023 - February - 2nd Council Meeting		\$35,355.94
2/22/2023				<b>\$66,893.02</b>