

NEWPORT CITY COUNCIL AGENDA

November 20, 2023 AT 6:00 PM

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) 447-5611 forty-eight (48) hours prior to the meeting.

YOUR ELECTED OFFICIALS

MAYOR KEITH CAMPBELL
COUNCILMEMBER KENNETH SMITH
COUNCILMEMBER NATHAN WEATHERS
COUNCILMEMBER JAMI SEARS
MAYOR PRO TEM MARK ZORICA
COUNCILMEMBER NATHAN LONGLY

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

AMENDMENTS & APPROVAL OF AGENDA & MINUTES

MAYOR & COUNCIL COMMENTS:

AUDIENCE PARTICIPATION:

CITY ADMINISTRATOR COMMENTS:

NEW BUSINESS:

NEW Health update – Lindsey Ruivivar

Public Hearing to discuss revenue sources for the year 2024 – Nickole North, Clerk/Treasurer

Motion to approve Resolution 11202023 revoking all prior fee resolutions and adopting a new fee schedule – Nickole North, Clerk/Treasurer

Motion to approve Resolution 11212023 amending Resolution 02062023 to remove the section entitled “Water and Sewer Fees” – Nickole North, Clerk/Treasurer

Motion to approve Resolution 11222023 adopting and amending rates and charges for water and sewer utility services; Establishing schedule and Establishing effective date – Nickole North, Clerk/Treasurer

Motion to approve the levy certification requesting a levy amount of up to \$578,000.00 be collected in 2024 as provided in the City’s budget – Nickole North, Clerk/Treasurer

Motion to approve Resolution 11232023 adopting and updated water use efficiency program – Abby Gribi, City Administrator

Motion to approve Agreement NP2024-01 with Pend Oreille County for IT services from January 01, 2024 to December 31, 2026 – Abby Gribi, City Administrator

Motion to approve the Janitor job description and set their salary at a flat rate of \$850.00 per month with no benefits and a 10 hour per week schedule – Abby Gribi, City Administrator

BILLS & PAYROLL:

CLAIMS CHECKS 65971-65998	\$328,609.19
CLAIMS EFT 11/16/23 Run 1-14	\$95,256.24
CLAIMS DIRECT PAY 11/16/23 Run 1-7	\$6,396.11
PAYROLL E-CHECKS 1531-1539; Dir Deposit Run 11/07/2023	\$71,022.86

ADJOURNMENT:

MINUTES OF THE NEWPORT CITY COUNCIL MEETING ON
November 06, 2023

A meeting of the Newport City Council was held on November 06, 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
Nathan Weathers		Councilmember Absent
Jami Sears		Councilmember
Mark Zorica		Mayor Pro Tem
Nathan Longly		Councilmember

At 6:00 PM, Mayor Campbell called the meeting to order followed by roll call and the pledge of allegiance.

APPROVAL OF AGENDA & MINUTES:

An appointment to Planning Commission #3 was added under Mayor's comments. Councilmember Zorica moved to approve the agenda as amended and the minutes from the October 16, 2023 Council Meeting; Councilmember Sears seconded. Motion carried.

MAYOR AND COUNCIL COMMENTS:

Councilmember Zorica moved to allow Mayor Campbell to appoint Troy Moody to Planning Commission Position 2 for an unexpired term to expire 01/02/2024 as well as a full term to expire 01/02/2029 and Ty Krohn to Planning Commission Position 3 for an unexpired term to expire 01/02/2028; Councilmember Longly seconded. Motion carried.

Mayor Campbell officially appointed Troy Moody to Planning Commission Position 2 to expire 01/02/2029 as well as Ty Krohn to Planning Commission Position 3 to expire 01/02/2028.

Mayor Campbell attended a conference a couple of weeks ago, it was very enlightening. He also received an email regarding transportation, specifically bus services and taxi services within the City limits. This is something that the City cannot do, however the City is able to improve the signage in the City and make sure all cross streets have correct signage. He is making this a personal effort to make sure intersections are signed correctly where needed.

Mayor Campbell asked the citizens to prepare for snow and make sure that their vehicles are moved so that the snowplows can plow the streets. Councilmember Smith stated that some streets have citizens parking diagonally and unless this is corrected two of the streets need to be written off because there is no way a plow can get through. Councilmember Zorica suggested that a drive by in the evening to see where the issues are should be done so that they can be addressed.

Councilmember Zorica stated that more and more people are almost getting hit at the intersection of the Post Office. He would like to see a lighted crosswalk there. It is a heavily congested area. Councilmember Zorica also asked if City Administrator Gribi can look into why there is no signage regarding jake brakes coming down into the City on Highway 20.

Mayor Campbell said it was a successful Halloween. He thanked Councilmember Sears for all of her work on this event, it was so appreciated. Councilmember Longly thanked all of the businesses that participated.

CITY ADMINISTRATOR COMMENTS:

Councilmember Zorica moved to waive the park rental fees for the Chamber to rent the TJ Kelly Park on November 25th from 11:00 AM to 4:00 PM for the Hometown Vendor Market; Councilmember Sears seconded. Motion carried.

The Council was in consensus that they needed more information regarding the individual interested in leasing or purchasing the city owned lot on Spruce Street. The individual is interested in a 5 year lease or purchase lease to own. He wants to install EV Charging Stations and would like to pay \$100 per month rent. City Administrator Gribi will reach out to him and gather more information for the Council.

Administrator Gribi will be issuing a letter within a week or so letting Fire District 4 know that the City will be ending the contract with them. She has had several conversations with SPOFR.

Administrator Gribi along with Mayor Campbell and Plant Superintendent Howard attended the IACC Conference and spoke with many agencies on funding scopes.

There was a fire levy question and answer open house held and five people attended.

Two new employees have started at the City.

The Police Department walls are up and electricity is to be installed soon. They are redoing the bathroom and putting up sheet rock.

The Public Works crew has been busy winterizing and Administrator Gribi is working with Public Works Director North to get a snowplow route to distribute to the public.

BILLS & PAYROLL:

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

CLAIMS CHECKS 65950-65969	\$31,125.59
CLAIMS EFT 10/30/2023 Run 1-4	\$61,015.47
DIRECT PAY 10/30/23 Run 1-2	\$22,406.29
PAYROLL EFTS 1522-1530 & DIRECT DEPOSIT 10/20/2023	\$71,207.87

ADJOURNMENT:

The meeting was adjourned at 6:36 PM.

Attest: _____
Nickole North, MMC, CPFA
Clerk/Treasurer

By: _____
Keith Campbell
Mayor

RESOLUTION NO. 11202023

**A RESOLUTION OF THE CITY OF NEWPORT REVOKING ALL PRIOR
FEE RESOLUTIONS AND ADOPTING A NEW FEE SCHEDULE.**

WHEREAS, the City of Newport has adopted a fee schedule, and

WHEREAS, it is deemed necessary to update the fee schedule,

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL, OF THE CITY OF NEWPORT, WASHINGTON as follows:

SECTION 1: All prior fee resolutions are hereby revoked.

SECTION 2: The following schedule of fees is hereby adopted effective January 01,2023 and shall remain in effect until amended or superseded by resolution of the Newport City Council.

SECTION 3. The City Administrator shall be authorized to make such interpretations as may be necessary to effectively administer the processing of permits in the City and may determine the fee for permits not specified in the following schedule.

CITY OF NEWPORT, WA FEE SCHEDULE

BUILDING, CONSTRUCTION AND ZONING FEES

Building Permit Fee *	See Resolution 40715
Plan Review	65% of Bldg Permit Fee
New Build Mechanical	15% of building permit
New Build Plumbing	15% of building permit
Mechanical Permit Fee	\$165.00
Plumbing Permit Fee	\$165.00
Mobile Home Installation Permit (Per Section)	\$100.00
Certificate of Occupancy/Zoning Compliance*	\$75.00
<u>Fence Permit</u>	<u>\$25.00</u>
Clearing and Grading Permit*	\$25.00
Code Enforcement Action*	\$500/day
Code Interpretation*	\$75.00
Comprehensive Plan Amendment*	\$500.00
Conditional Use Permit Application *	\$400.00

Demolition Permit	\$25.00
Fuel Tank Fee (installation of fuel storage tanks)	\$100.00
Environmental Impact Statement Fee (EIS) *	Actual Cost
Planned Development Approval (Preliminary and Final)*	\$1,500.00
Plat Approval (10 or more lots) (Preliminary and Final)*	\$1,500.00
Plat Filing Time Extension *	\$250.00
Short Plat Application *	\$400.00
Boundary Line Adjustment *	\$50.00
Annexation Petition Fee *	\$600.00
Binding Site Plan Approval (Preliminary and Final)*	\$400.00
Portable Stove Permit Fee (wood & pellet)	\$115.00
Reasonable Use Exception*	\$400.00
Rezone Application *	\$400.00
RV Parks*	\$400.00
SEPA Checklist/Threshold Determination*	\$350.00
Shoreline Conditional Use Permit*	\$250.00
Shoreline Substantial Development Permit*	\$250.00
Shoreline Variance*	\$250.00
Shoreline Authorization*	\$75.00
Site Plan Review*	\$300.00
Street Vacations**	\$200.00
Temporary Use Permit*	\$20.00 per month
Variance Request Application *	\$350.00
Investigation Fees ***	\$ Equal to the amount of the permit fee
Notice Boards	\$50.00 refundable if returned

* Plus actual costs incurred by City, such as plan review, notices, hearing examiner ,advertising, mailings engineering services, and recordings will be the responsibility of the applicant. Building Permits are valid for one year from issue date and may be renewed for \$55.00 per year for a total of four additional times (maximum five years).

** Plus compensation as determined by the City Council pursuant to RCW 35.79.030.

*** 1. Investigation: Whenever any work for which a permit is required by the City of Newport Building Code has commenced without first obtaining said permit, a special investigation shall be made before a permit may be issued for such work.

*** 2. Fee: An investigation fee, in addition to the permit fee, shall be collected whether or not a permit is then or subsequently issued. The investigation fee shall be equal to the amount of the permit fee required by this code. The minimum investigation fee shall be the same as the minimum fee set forth in this resolution. The payment of such investigation fee shall not exempt any person from compliance with all other provisions of this code nor from any penalty prescribed by law.

NOTE – There will be deposits collected for Master Land Use Applications. This is in addition to actual fees– (See application for list of deposits. Any deposits not used will be refunded to applicant)

--FEE REFUNDS-- - The Building Official may authorize the refunding of any fee paid hereunder, which was erroneously paid or collected.

FALSE ALARM PENALTIES

1 ST response	Warning
2 nd response	\$50.00
3 rd response	\$100.00
4 th + response	\$150.00

(If not paid within 60 days there will be a 50% increase and the balance will be sent to collections.)

CODE ENFORCEMENT FEES

Dog Licenses – Spayed or Neutered	\$10.00	(Ord. #1079)
Dog Licenses – Not Altered	\$50.00	(Ord. #1079)
Dog Licenses Late Penalty (purchased after Feb. 28)	\$10.00	(Ord. #928)
Dog Impound	\$25.00	(Ord. #928)
Dog Boarding Costs per Day (City)	\$5.00	(Ord. #928)

Parking Penalties:

Overtime/Overlimit – as otherwise legally park	\$20.00
Overtime/Overlimit of city-wide 48 hour parking limit	\$40.00
No Parking Zone/Spaces	\$40.00
Other Parking Zones/Loading Zone Violations	\$30.00
Failure to Display Disable Placard	\$10.00
Right of Way Obstruction	\$85.00 + Restitution (Ord. #1073)

COPYING, MAPS AND OTHER MISC. FEES

Photo Copying per Page	\$0.15
Envelope for Mailing	Actual Cost
Mailed Copies Postage	Actual Cost
Copy of Annual Budget	Actual Cost
Copy of Comprehensive Plan	Actual Cost
Copies per Page (outside printer)	Actual Cost
Police / Fire Reports per Page	\$0.15
Public Disclosure Request Copies per Page	\$0.15
Video Tape	Actual Cost
Audio Tape per Meeting	Actual Cost
Audio Tape (outside vendor)	Actual Cost
Fax per Page	\$1.00
NSF Check Return Charge	\$35.00
Lien Filing Fee per lien	Actual cost plus \$25.00
Maps – City 8 ½” by 11”	\$0.15
Maps – Cit 11” x 17”	\$1.00
Maps – City 20” x 30”	Actual Cost
Maps – City 3’ x 5’	Actual Cost
Flood Zone Maps – Small	\$1.50
Zoning Maps – Small 11” x 17”	\$1.00
Zoning Maps – Large 20” x 30”	Actual Cost

RENTAL OF CITY PARK AND OTHER FEES

Reservation Fee per Pre-Scheduled Reserved Small Event	\$35.00
Small Event Clean-Up Deposit (refundable if cleaned)	\$50.00
Special Event Reservation Fee Large Event (without electricity)	\$75.00 per day
Special Event Reservation Fee Large Event (with electricity)	\$100.00 per day
Special Event Damage Deposit (refundable)	\$250.00
RV Park Fee Per Night	\$40.00
RV Dump Site Fee	\$10.00

UTILITY BUSINESS AND OCCUPATION TAX LEVIED

Telephone	6% of gross sales
Electricity & Electrical Energy	6% of gross sales
Natural, manufactured or mixed gas	6% of gross sales
Solid Waste	10% of gross sales
Franchise Fee (Concept Communications)	5% of gross sales

WATER AND SEWER FEES

Residential 3/4" Water Monthly Rate — 10,000 Gallons — \$45.51

Residential 1" Water Monthly Rate * — 13,000 Gallons — \$59.16

* This connection is not available for new connections only existing accounts.

Commercial 3/4" Water Monthly Rate — 10,000 Gallons — \$45.51

Commercial 1" Water Monthly Rate — 13,000 Gallons — \$59.16

Commercial 1 1/2" Water Monthly Rate — 20,000 Gallons — \$91.02

Commercial 2" Water Monthly Rate — 27,000 Gallons — \$122.88

Commercial 3" Water Monthly Rate — 40,000 Gallons — \$182.04

Commercial 4" Water Monthly Rate — 53,000 Gallons — \$241.20

Commercial 6" Water Monthly Rate — 80,000 Gallons — \$364.08

Residential 3/4" Sewer Monthly Rate — 10,000 Gallons — \$59.96

Residential 1" Sewer Monthly Rate * — 13,000 Gallons — \$77.95

* This connection is not available for new connections only existing accounts.

Commercial 3/4" Sewer Monthly Rate — 10,000 Gallons — \$59.96

Commercial 1" Sewer Monthly Rate — 13,000 Gallons — \$77.95

Commercial 1 1/2" Sewer Monthly Rate — 20,000 Gallons — \$119.92

Commercial 2" Sewer Monthly Rate — 27,000 Gallons — \$161.89

Commercial 3" Sewer Monthly Rate — 40,000 Gallons — \$239.84

Commercial 4" Sewer Monthly Rate — 53,000 Gallons — \$317.79

Commercial 6" Sewer Monthly Rate — 80,000 Gallons — \$479.68

Water (no tax on installation charges) 18% of gross sales (4% = fire protection)

Sewer (no tax on installation charges) 16% of gross sales

Monthly outside residential water Base water rate + 25%

Monthly outside residential sewer Base sewer rate + 25%

Water Overage Rate –

- Tier 1 – Base Water Rate per 1000 gallons + 50% for 30,000 gallons after allowed gallons
- Tier 2 – Base Water Rate per 1000 gallons + 150% for add'l 50,000 gallons after 30,000+ allowed gallons
- Tier 3 – Base Water Rate per 1000 gallons + 250% for additional gallons after 80,000+ allowed gallons

Sewer Overage Rate

- Tier 1 – Base Sewer Rate per 1000 gallons + 50% for 30,000 gallons after allowed gallons
- Tier 2 – Base Sewer Rate per 1000 gallons + 150% for additional gallons after 30,000+ allowed gallons

Water Late Fee	\$5.00
Sewer Late Fee	\$5.00
Shutoff fee for voluntary water turnoff	\$20.00
Door Shut Off Notice Fee	\$20.00
Disconnect fee for nonpayment	\$30.00
Adjustment on leaks	25% of water and sewer overage amount
Water & Sewer Annual Payment	5% discount
Standby Water Fee (Fire Protection Devices)	\$5.00
City Fire Hydrant Fee	\$10.00
Privately Owned Unmetered Fire Hydrants	\$10.00
(mFC)-06 – Fecal Coliform – per test	\$45.00
Office Rent (Water)	\$500.00 Month
Office Rent (Sewer)	\$500.00 Month
Water Meter Testing	Actual Cost
Water Meter & Parts	Cost plus 25%
Bulk Water Daily Fixed Charge	\$25.00
Bulk Water Weekly Fixed Charge	\$100.00
Bulk Water Monthly Fixed Charge	\$250.00
Bulk Water Fee (up to 10,000 gallons)	Minimum Cost of Water
Bulk Water Fee (over 10,000 gallons)	Water Overage Rate Tier 1-3
Bulk Water Hydrant fee Deposit	\$1,500.00
Flat Water Rate	Base plus 10% of water connection size

WATER AND SEWER CONNECTION CHARGES

Residential Water Connection Charge ¾" **	\$3,000.00
Commercial Water Connection Charge ¾" **	\$3,000.00
Commercial Water Connection Charge 1" **	\$4,000.00
Commercial Water Connection Charge 1 ½ " **	\$6,000.00
Commercial Water Connection Charge 2" **	\$8,000.00
Commercial Water Connection Charge 3" **	\$12,000.00
Commercial Water Connection Charge 4" **	\$16,000.00
Commercial Water Connection Charge 6" **	\$24,000.00
Residential Sewer Connection Charge ¾" **	\$5,000.00
Commercial Sewer Connection Charge ¾" **	\$5,000.00
Commercial Sewer Connection Charge 1" **	\$7,000.00
Commercial Sewer Connection Charge 1 ½ " **	\$10,000.00
Commercial Sewer Connection Charge 2" **	\$13,000.00
Commercial Sewer Connection Charge 3" **	\$20,000.00
Commercial Sewer Connection Charge 4" **	\$27,000.00
Commercial Sewer Connection Charge 6" **	\$40,000.00

**Connection charges must be paid at the time of connection to our service and do not include the actual costs for meters, material, labor and administration which will be added to the connection fees set forth above. The meter must be paid for before the meter will be installed.

Penalty for violating any ordinance of the City except in cases where a different punishment is prescribed by any ordinance of the city is a fine not to exceed \$500.00 or by imprisonment not to exceed 30 days or both.

APPROVED AND ADOPTED THIS 20th Day of November 2023.

BY: _____
Keith Campbell, Mayor

ATTEST: _____
Nickole North, Clerk/Treasurer

By: _____
Approved as to form:
Megan Clark, City Attorney

**CITY OF NEWPORT, WASHINGTON
RESOLUTION NUMBER 11212023**

**A RESOLUTION OF THE CITY OF NEWPORT AMENDING
RESOLUTION NO. 02062023**

WHEREAS, the City of Newport, Pend Orielle County, Washington (the “City”) is a duly incorporated and existing City by virtue of the Constitution and laws of the state of Washington;

WHEREAS, the City Council of the City previously adopted Resolution No. 02062023, adopting a fee schedule which includes adoption of City Water and Sewer Fees and associated rates and charges; and

WHEREAS, the City Council finds it appropriate to amend Resolution No. 02062023 Fee Schedule to remove the Section entitled “Water and Sewer Fees” as the City is passing a separate Resolution related to Water and Sewer Fees on this date.

NOW, THEREFORE THE CITY COUNCIL OF THE CITY OF NEWPORT, PEND ORIELLE COUTNY, WASHINGTON, DO ORDAIN as follows:

Section 1. Water and Sewer Fees. The Fee Schedule adopted by Resolution No. 02062023 is amended in part by removing and rescinding the Section entitled Water and Sewer Fees. All other Sections of the Fee Schedule adopted by Resolution No. 02062023 are valid and unaffected by this Resolution.

Section 2 Severability. Should any section, paragraph, sentence, clause or phrase of this resolution, or its application to any person or circumstance, be declared unconstitutional or otherwise invalid for any reason, or should any portion of this Resolution be pre-empted by state or federal law or regulation, such decision or pre-emption shall not affect the validity of the remaining portions of this Resolution or its application to other persons or circumstances.

Section 3 Effective Date. This resolution shall become effective immediately upon passage.

PASSED by the City Council of the City of Newport, Washington, this 20th day of November 2023.

KEITH CAMPBELL, MAYOR

ATTEST:

NICKOLE NORTH, CITY CLERK

Approved as to form:

By: _____
MEGAN C. CLARK, CITY ATTORNEY

**CITY OF NEWPORT, WASHINGTON
RESOLUTION NUMBER 11222023**

**AN RESOLUTION OF THE CITY OF NEWPORT ADOPTING AND AMENDING
RATES AND CHARGES FOR WATER AND SEWER UTILITY SERVICES;
ESTABLISHING SCHEDULE AND ESTABLISHING EFFECTIVE DATE**

WHEREAS, the City of Newport, Pend Orielle County, Washington (the “City”) is a duly incorporated and existing City by virtue of the Constitution and laws of the state of Washington;

WHEREAS, the City owns and operates a water and sewer utility system, and is entitled by way of RCW 35A.80.010 and Chapter 35.92 RCW to adopt water and sewer rates for its customers to provide utility services;

WHEREAS, the City needs to adequately provide for sewer and water infrastructure on an ongoing basis, and plan for future replacement of sewer and water infrastructure; and

WHEREAS, the City’s utilities are expected to be financially self-sufficient and rate adjustments are necessary from time to time to properly maintain and operate the water and utility system;

WHEREAS, the City has analyzed its operating, maintenance, and other costs associated with its water and sewer system and has determined the costs associated therewith, along with the anticipated needs of the water and sewer utilities, have increased by approximately 23% in water and 18% in sewer; and

WHEREAS, the City plans to conduct a rate study to evaluate whether the current utility rates are sufficient to meet its obligations and ensure the utility has stable operating reserves; and

WHEREAS, on November 20, 2023, the City Council held a public hearing to accept public comment concerning the proposed sewer and water utility rates; and

WHEREAS, the City Council finds it necessary and appropriate to adopt the below rates to reflect the increased costs associated with providing water and sewer utility services as well the maintenance and operation of related public facilities and infrastructure, and the anticipated needs of the utilities.

NOW, THEREFORE THE CITY COUNCIL OF THE CITY OF NEWPORT, PEND ORIELLE COUTNY, WASHINGTON, DO ORDAIN as follows:

Section 1. Rate Schedule. The following language:

WATER AND SEWER RATES & FEES

Residential ¾” Water Monthly Rate	10,000 Gallons	\$47.79
Residential 1” Water Monthly Rate *	13,000 Gallons	\$62.12

* This connection is not available for new connections only existing accounts.

Commercial ¾" Water Monthly Rate	10,000 Gallons	\$47.79
Commercial 1" Water Monthly Rate	13,000 Gallons	\$62.12
Commercial 1 ½" Water Monthly Rate	20,000 Gallons	\$95.57
Commercial 2" Water Monthly Rate	27,000 Gallons	\$129.02
Commercial 3" Water Monthly Rate	40,000 Gallons	\$191.14
Commercial 4" Water Monthly Rate	53,000 Gallons	\$253.26
Commercial 6" Water Monthly Rate	80,000 Gallons	\$382.28
Residential ¾" Sewer Monthly Rate	10,000 Gallons	\$62.96
Residential 1" Sewer Monthly Rate *	13,000 Gallons	\$ 81.85

* This connection is not available for new connections only existing accounts.

Commercial ¾" Sewer Monthly Rate	10,000 Gallons	\$62.96
Commercial 1" Sewer Monthly Rate	13,000 Gallons	\$81.85
Commercial 1 ½" Sewer Monthly Rate	20,000 Gallons	\$125.92
Commercial 2" Sewer Monthly Rate	27,000 Gallons	\$169.98
Commercial 3" Sewer Monthly Rate	40,000 Gallons	\$251.83
Commercial 4" Sewer Monthly Rate	53,000 Gallons	\$333.68
Commercial 6" Sewer Monthly Rate	80,000 Gallons	\$503.66

Section 2 Severability. Should any section, paragraph, sentence, clause or phrase of this Resolution, or its application to any person or circumstance, be declared unconstitutional or otherwise invalid for any reason, or should any portion of this Resolution be pre-empted by state or federal law or regulation, such decision or pre-emption shall not affect the validity of the remaining portions of this Resolution or its application to other persons or circumstances.

Section 3 Effective Date. This Resolution shall become effective on January 1, 2024.

PASSED by the City Council of the City of Newport, Washington, this 20th day of November 2023.

KEITH CAMPBELL, MAYOR

ATTEST:

NICKOLE NORTH, CITY CLERK

Approved as to form:

By: _____
MEGAN C. CLARK, CITY ATTORNEY

LEVY CERTIFICATION

Submit this document to the county legislative authority on or before November 30 of the year preceding the year in which the levy amounts are to be collected and forward a copy to the assessor.


In accordance with RCW 84.52.020, I, Nickole North, Clerk/Treasurer, for the City of Newport, do hereby certify to the Pend Oreille County legislative authority that the City Council of said district requests that the following levy amounts be collected in 2024 as provided in the city's budget, which was adopted following a public hearing held on November 20, 2023.

Regular Levy: Estimated levy/budget certification amount of \$578,000.00.

Excess Levy: \$ N/A

Refund Levy: \$ 809.70

Signature:



Date: 11-20-2023

This document is a taxing district's official request, separate from the resolution/ordinance, for the revenue it needs to raise through the levying of property taxes to meet budgetary requirements. The budget/levy certification must be submitted to the County Legislative Authority on or before November 30 (RCW 84.52.020). The County Legislative Authority will then certify the requested amount to the assessor on or before November 30 (RCW 84.52.070).

For Assessor's Use Only

**CITY OF NEWPORT, WASHINGTON
RESOLUTION NUMBER 11232023**

**A RESOLUTION OF THE CITY OF NEWPORT ADOPTING
UPDATED WATER USE EFFICIENCY PROGRAM**

WHEREAS, the City of Newport, Pend Orielle County, Washington (the “City”) is a duly incorporated and existing City by virtue of the Constitution and laws of the state of Washington;

WHEREAS, the City engaged with Century West Engineering to update the Comprehensive Water System Plan; and

WHEREAS, the 2022 Comprehensive Water System Plan calls for water system improvements necessary to resolve existing system deficiencies and accommodate the projected growth of water customers; and

WHEREAS, miscellaneous improvements specific to planning efforts and program elements required to comply with various State of Washington water regulations were identified; and

WHEREAS, specific goals to reduce and manage water demands and water supply, and specific measures to achieve these goals, are identified in the 2022 Comprehensive Water System Plan; and

WHEREAS, Recommended Goal 1 identified three demand, or customer side, measures to reduce average water used per customer by 10% over the next six years, and further identified these individual measures to help achieve this goal as (1) provide water savings tips to city utility customers in a variety of ways, including on the City’s web page and social media pages, billing stuffers, and within the City’s annual Water Quality Report, (2) consider showing on water bills items that might promote water conservation, including water consumption history and where individual customer water consumption ranks within the range of total water consumption per customer, and (3) educating customers to identify and repair leaks and opportunities for water loss in and around their homes and businesses; and

WHEREAS, Recommended Goal 2 identified four supply side, or source of water side, measures to reduce and better manage water pumped or supplied to customers by 10% over the next six years, and further identified these individual measures to help achieve this goal as (1) make water distribution system leakage a routine priority by establishing a method that works for Newport staff to monthly track total water pumped from water supply wells versus total metered water in order to monthly calculate lost water, (2) seek assistance in locating water main leaks, including from the Evergreen Rural Water of Washington and other municipal water suppliers, (3) establishing a routine method to proactively record estimates of all known unmetered water loss soon after it occurs, and record for each event the reason for the lost water, whether it be authorized or unauthorized, and (4) resolve billing system reporting issues; and

WHEREAS, the general information in the existing Water Use Efficiency Program had not been updated since 2015; and

WHEREAS, proposed changes to the Program correct outdated information and accurately describe the City of Newport water system facilities and operations; and

WHEREAS, the council request to formulize the recommendations from the November 20, 2023 meeting that the city council adopt the proposed changes to the Program; and

WHEREAS, the updated Water Use Efficiency Program is attached hereto as Exhibit A.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NEWPORT AS FOLLOWS:

Section 1. The updated Water Use Efficiency Program, a true copy of which is attached hereto and incorporated by reference herein as Exhibit A, is hereby ADOPTED.

PASSED AND APPROVED by the City Council of the City of Newport, Washington, this 20th day of November 2023.

KEITH CAMPBELL, MAYOR

ATTEST:

NICKOLE NORTH, CITY CLERK

Approved as to form:

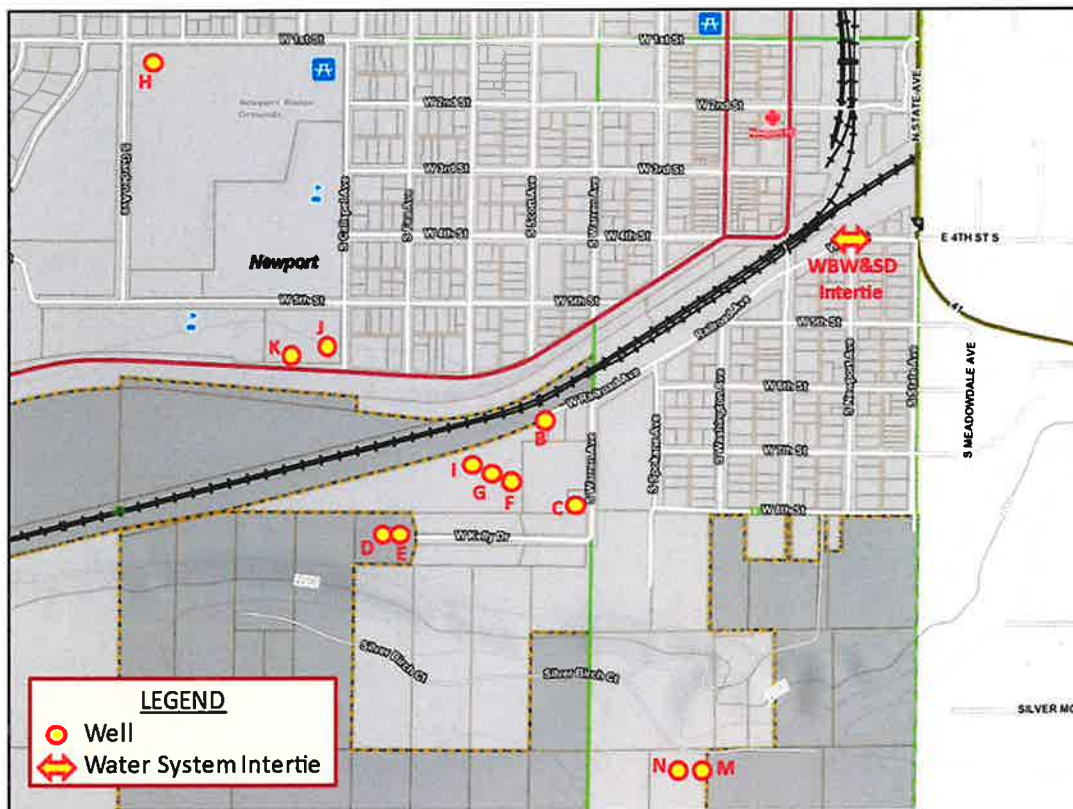
By: _____
MEGAN C. CLARK, CITY ATTORNEY

Strategies for the Reduction of Lost Water, also known as Water Use Efficiency, for Newport, WA

CENTURY WEST
ENGINEERING
Len Bramble, P.E.
Sr. Project Manager

Revised November 7, 2023
(original June 27, 2022)

In recent years Newport has obtained all of its drinking water from a variety of groundwater wells, numbering 12 constructed but with 2 of those planned for decommissioning. The locations of these wells are scattered about the City with almost all of them located southwest of downtown proper as shown on the following map. An emergency intertie with the West Bonner Water & Sewer District exists on 4th Street as well.



Since 2016 these wells have annually produced (i.e., pumped) the gallons shown in the table below. Corresponding annual gallons sold (i.e., metered) is also shown. The table subtracts gallons sold from gallons produced for each year, and the result is known as lost water or distribution system leakage (DSL). The Washington Department of Health (DOH) looks at annual DSL, but primarily the 3-year running average of annual DSL, as a measure of the “tightness” of a water distribution system.

Table 1: Initial Calculation of Distribution System Leakage (DSL)

Year	Produced	Sold	DSL*	%DSL	DSL 3-Yr Avg
2016	111,000,400	92,998,661	18,001,739	16.22%	
2017	120,174,900	95,004,120	25,170,780	20.95%	
2018	125,307,500	96,276,693	29,030,807	23.17%	20.11%
2019	121,796,000	93,982,387	27,813,613	22.84%	22.32%
2020	132,056,390	93,693,288	38,363,102	29.05%	25.02%
2021	136,080,880	97,613,410	38,467,470	28.27%	26.72%

Note: DSL is distribution system leakage, or Produced less Sold

All water distribution systems will have some amount of DSL, its to be expected, and over time 10% DSL or less has generally become an acceptable range. It is when DSL increases over 10% that DOH will require increasing proactive measures of the water utility to reduce DSL back down within the 10% threshold.

Certainly, this is a beneficial tactic for everyone, as lost water is water that could otherwise be used for future water supply. Lost water also incurs electrical and treatment costs to produce with no customers able to use and pay for it.

The data for DSL in the table above, however, does not fully describe what comprises DSL. Some of what is included in DSL is not some mysterious unexplainable loss of water. In general, DSL can be categorized as either of the following unauthorized uses:

- **Apparent losses:** These include things such as theft, meter inaccuracy, and data collection errors, all of which are particularly challenging to quantify.
- **Real losses:** These includes things like reservoir overflows, leaky valves and fittings, pinhole leaks, and water main breaks, all of which can generally be estimated.

Authorized use of water is not DSL based upon DOH guidance. Examples of this includes water used for typical municipal operational purposes, including but not limited to, filter backwash, street cleaning, distribution main flushing, dust control, firefighting, irrigation of municipal parks, plantings, and properties, and providing metered or measured water to contractors.

So, this set into motion work by Newport staff and Century West to look back from 2016 through 2021 for documentation of authorized uses of water that contributed to the calculation of lost water. These essentially amount to known uses of water that is not measured, or metered, like typical water meters provide.

The results of that effort are shown in the following tables. The first table separates what was found and estimated between authorized and unauthorized DLS; the second table further distinguishes the very same findings by activity. Obviously, the largest amount of DSL is from water main leaks and breaks, approximately 75% or more.

Table 2: DSL Characterization by Authorized vs Unauthorized

2016-2021 Distribution System Leakage (DSL) by Washington DOH Categories					
Year	#	Authorized		Unauthorized	Total
		Measured	Unmeasured	Unmeasured	
2016	15	3,678,300	20,400	13,038,000	16,736,700
2017	9	4,272,550	114,600	12,000,000	16,387,150
2018	21	4,389,800	127,000	12,200,000	16,716,800
2019	26	11,437,800	0	13,127,400	24,565,200
2020	17	3,523,500	15,000	18,510,000	22,048,500
2021	20	2,862,800	311,500	26,608,000	29,782,300
Totals:	108	30,164,750	588,500	95,483,400	126,236,650
Percent:		23.9%	0.5%	75.6%	100.0%

Table 3: DSL Characterization by Activity

2016-2021 Distribution System Leakage (DSL) by General Categories						
Year	#	Contractor	Fire	Leak	PWD	Total
2016	15	88,600	0	13,038,000	3,610,100	16,736,700
2017	9	136,250	0	12,000,000	4,250,900	16,387,150
2018	21	440,400	127,000	12,200,000	3,949,400	16,716,800
2019	26	5,242,900	0	13,127,400	6,194,900	24,565,200
2020	17	152,000	15,000	18,510,000	3,371,500	22,048,500
2021	20	3,300	311,500	26,608,000	2,859,500	29,782,300
Totals:	108	6,063,450	453,500	95,483,400	24,236,300	126,236,650
Percent:		4.8%	0.4%	75.6%	19.2%	100.0%

We are now able to refine Table 1 within which we originally calculated DSL, this time by subtracting authorized water loss resulting in slightly smaller annual gallons and percentages for lost water.

Table 4: Improved Calculation of Distribution System Leakage (DSL)

Year	Produced	Sold	Authorized Water Loss	DSL*	%DSL	DSL 3-Yr Avg
2016	111,000,400	92,998,661	3,698,700	14,303,039	12.89%	
2017	120,174,900	95,004,120	4,387,150	20,783,630	17.29%	
2018	125,307,500	96,276,693	4,516,800	24,514,007	19.56%	16.58%
2019	121,796,000	93,982,387	11,437,800	16,375,813	13.45%	16.77%
2020	132,056,390	93,693,288	3,538,500	34,824,602	26.37%	19.79%
2021	136,080,880	97,613,410	3,174,300	35,293,170	25.94%	21.92%

Note: DSL is distribution system leakage, or Produced less Sold less Authorized Water Loss

While DSL in Table 4 is slightly reduced from the original calculation in Table 1, the annual DSL gallons and percentages remain higher than desirable and certainly higher than the thresholds established by DOH. The question remains: where is all of this unauthorized, unmeasured, lost water going? We, and that includes City of Newport and Century West staff, believe the likely culprit is simply water main and water line leaks. Another frequent question is: wouldn't you see evidence of a 35-million-gallon leak? The answer to that is not necessarily. Even if it is all in one single leak (and it likely is not), 35 million gallons per year equates to 66 gallons per minute, and in coarse grained rocky and sandy soils water infiltrates and drains away quite quickly.

As luck would have it, we believe we were handed a tremendous clue in late April of this year when City of Newport Public Works located and repaired a significant water main leak, two of them in fact, on Quail Loop. These two leaks each approximated 3/8" diameter holes rubbed into the pipe probably by rocks in the pipe backfill. While a 3/8" hole does not sound like much of a hole that would account for much lost water, it is indeed as shown in the following graphic.

Chart 1: Water Flow Through Various Holes Under Various System Pressures

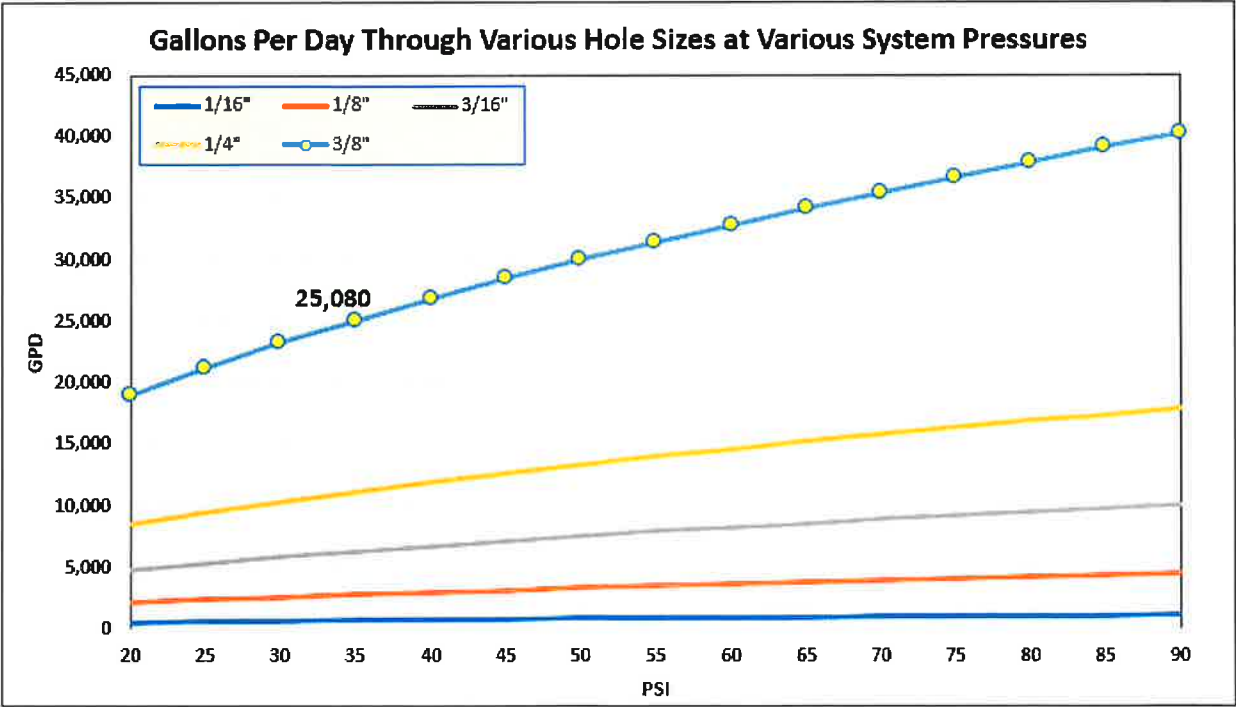


Chart 1 shows that water will flow at 25,080 gallons per day through a 3/8" hole under 35 PSI (pounds per square inch) system pressure. For 2 holes multiply that number by 2. For 1 day, these two holes would have flowed at about 50,000 gallons per day, or 1.5 million gallons per month, or 18.25 million gallons per year, or enough water for 243 homes for one year. Certainly, finding and fixing these 2 leaks was a huge accomplishment for Newport, but based upon Table 4, 2021 had a DSL of 35,293,170 which equates to enough water for 470 homes, so there appears to be more leaks out in the distribution system amounting to approximately 17,000,000 gallons per year, so continuing to search for search for them appears to be a most worthy cause.

So, what might finding only these 2 leaks do for Newport's future calculation of DSL? Table 5 attempts to show this by:

- Subtracting from 2022 water produced 8 months of 18.25 million gallons per year lost through the 2 3/8" leaks, and subtracting from 2023 water produced the additional 4 months of the same.
- Increasing water produced and water sold each year by the rate of growth seen for 2016-2021, or 0.2184%.
- Holding Authorized Water Loss going forward from 2022 to the average calculated for 2016-2021.

Table 5: Future Projection of Distribution System Leakage (DSL)

Year	Produced	Sold	Authorized Water Loss	DSL *	%DSL	DSL 3-Yr Avg.
2016	111,000,400	92,998,661	3,698,700	14,303,039	12.89%	
2017	120,174,900	95,004,120	4,387,150	20,783,630	17.29%	
2018	125,307,500	96,276,693	4,516,800	24,514,007	19.56%	16.58%
2019	121,796,000	93,982,387	11,437,800	16,375,813	13.45%	16.77%
2020	132,056,390	93,693,288	3,538,500	34,824,602	26.37%	19.79%
2021	136,080,880	97,613,410	3,174,300	35,293,170	25.94%	21.92%
2022	124,184,842	97,826,598	5,666,850	20,691,394	16.66%	23.15%
2023	118,359,442	98,040,251	5,666,850	14,652,341	12.38%	18.66%
2024	118,617,939	98,254,371	5,666,850	14,696,718	12.39%	13.86%
2025	118,877,001	98,468,958	5,666,850	14,741,193	12.40%	12.39%

Note: DSL is distribution system leakage, or Produced less Sold less Authorized Water Loss

Obviously from Table 5, DSL is moving in the right direction, downwards and approaching 10%, but with more than 14 million gallons of annual DSL projected to occur over the next few years there remains more work to be done.

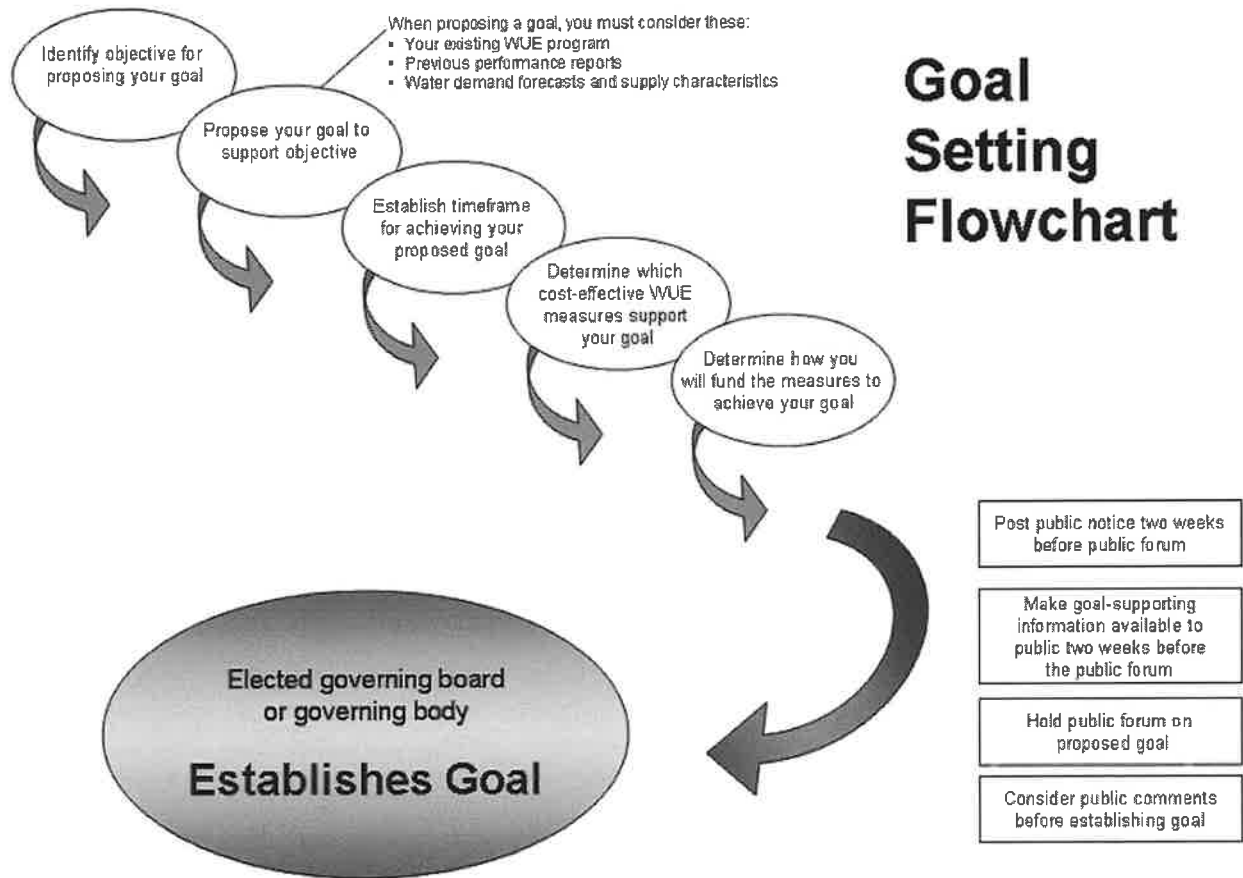
The amount of work to be done equates to eliminating enough DSL to attain a DSL 3-year average of 10% or less. Where that elimination would show up is in reduced water produced, or pumped, from supply wells. The following scenarios, based upon the assumptions in Table 5, will achieve 10% DSL in 2025:

- Eliminate one leak in 2023 that on an annual basis accounts for 3.14 million gallons (8,603 gallons per day or 5.97 gallons per minute). Assuming system pressure of 35 PSI, this approximates one 7/32" hole.
- Over the 2 years including 2023-2024 eliminate each year leaks amounting to 1.89 million gallons per year (5,178 gallons per day or 3.6 gallons per minute). Assuming system pressure of 35 PSI, this approximates one 3/16" hole each of the 2 years.
- Over the 3 years including 2023-2025 eliminate each year leaks amounting to 1.57 million gallons per year (4,301 gallons per day or 2.99 gallons per minute). Assuming system pressure of 35 PSI, this approximates one 5/32" hole each of the 3 years.

The underlying message here should be clear; it does not take a hole of much size flowing 24 hours per day 7 days per week to amount to sizeable water loss. Based upon DOH requirements the goal is to operate a water utility with water loss, or DSL, at less than 10% annually. In order to achieve that a water utility must be consistently comparing water production data to water sold data to identify and quantify leaks, then mount efforts looking for leaks to fix. Comparing the data is much easier and straightforward than looking for leaks. Unless the leaks are obvious to see they may very well go undetected unless other strategies are implemented. There are tools available to assist however, including technologies such as listening devices, thermography, tracer gases, ground penetrating radar, and smart-balls for larger pipelines. Resources include both public agencies and private companies that offer leak detection services, including Evergreen Rural Water of Washington.

2022 Water System Plan Update

As part of this ongoing project, water use efficiency (i.e., water loss or DSL) is being calculated as seen in the prior pages of this document. The requirements of Washington’s Water Use Efficiency Rule can be found in WAC 246-290 and in the May 2016 Revised Third Edition of the Water Use Efficiency Guidebook (WUEG) (DOH 331-375). These requirements include the implementation of Water Loss Control Action Plans if a water system’s DSL is over 10% based on a 3-year average. As Newport’s current DSL is over 10% at 21.92% for 2021, we must devise a Water Loss Control Plan as part of the Water System Plan Update that is established by Newport City Council. The WUEG contains the following graphic illustrating the WUE goal setting process.



Goals to reduce and better manage both the use of water by the customer, i.e. “demand side”, and the pumping of water for eventual use and consumption, i.e. “supply side” have been identified, and individual measures to help achieve each goal have also been chosen and recommended to evaluate and implement. These include the following:

A. Demand Side:

GOAL: Reduce average water used per customer by 10% over the next 6 years.

MEASURES TO ACHIEVE GOAL: To help achieve this goal, several conservation measures can be adopted including:

i. Provide water savings tips to city utility customers in a variety of ways, including:

- On the City’s web page.
- On the City’s social media page(s), such as Facebook.
- Billing stuffers.
- Within the City’s annual water quality report.

Examples of “water savings tips” can include those available from many organizations, including but not limited to:

1. The Washington Department of Health (www.doh.wa.gov)
2. The Washington Department of Ecology (www.ecology.wa.gov)
3. Pend Oreille County (www.pendoreilleco.org)
4. Spokane County (www.spokanecounty.org)
5. The Washington Utilities and Transportation Commission (www.utc.wa.gov)
6. The American Water Works Association (www.awwa.org)
7. The US EPA (www.epa.gov)
8. American Rivers (www.americanrivers.org)
9. National Resources Defense Council (www.nrdc.org)
10. Water Use It Wisely (www.wateruseitwisely.com)

It is anticipated that this measure might achieve annual water demand savings of as much as 0.4% to 0.5%.

ii. Consider showing on water bills items that might promote water conservation, including:

- Water consumption history
- A simple statistic showing how the specific customer is positioned within the range of water use for their category of customer. For example, *“Based upon your consumption history your water use is more than 75% of other residential water customers in Newport.”*

It is anticipated that this measure might achieve an annual water demand savings of as much as 0.4% to 0.5%.

iii. Educating water customers to identify and repair leaks and opportunities for water loss in and around their homes and businesses. Examples of these include toilet fill-valves and flapper valves, dripping faucets, and using hose bibs without a control nozzle.

It is anticipated that this measure might achieve an annual water demand savings of as much as 0.4% to 0.5%.

iv. Distributing at least once a year the DOH publication *Stop Water Waste*. DOH also has a number of additional educational and promotional publications on their web site. (doh.wa.gov/sites/default/files/legacy/Documents/Pubs//331-450b.pdf)

It is anticipated that this measure might achieve an annual water demand savings of as much as 0.4% to 0.5%.

B. Supply Side:

GOAL: Reduce water well pumping by 10% over the next 6 years.

MEASURES TO ACHIEVE GOAL: To help achieve this goal, several conservation measures can be adopted including:

i. Make water distribution system leakage a routine priority by establishing a method that works for Newport staff to monthly track total water pumped from water supply wells versus total metered water in order to monthly calculate lost water. This could easily be an adaptation of existing spreadsheets that currently record much of this information already, for this exercise one is simply combining 2 exercises into one to more proactively calculate lost water.

It is anticipated that this measure might achieve an annual water supply savings of as much as 0.4% to 0.5%, possibly higher.

ii. Seek assistance periodically in locating water main leaks. Consider contacting Evergreen Rural Water of Washington to explore opportunities to secure their assistance. Also consider contacting

other municipal water utilities to exchange and share ideas, and consider contacting qualified contractors about leak detection services.

It is anticipated that this measure might achieve an annual water supply savings of as much as 0.4% to 0.5%, possibly higher.

- iii. Establish a routine method to proactively record estimates of all known unmetered water loss, and record for each event the reason for the lost water, whether it be authorized or unauthorized. Doing this as a standard course of business will be more likely to capture all such events instead of trying to “create” the list after the fact. Remember, authorized water loss is not “lost water”, and this exercise may help Newport achieve 10% or less true “lost water”.

It is anticipated that this measure might achieve an annual water supply savings of as much as 0.4% to 0.5%, possibly higher.

- iv. As accuracy of stored meter reading data is of huge importance, Newport should continue to work with the billing software vendor to resolve issues with apparent loss of some historical data in the migration of data from the prior billing system to the current billing system. It is also recommended that the City also explore with the billing software vendor the possibility of adding certain useful additional database fields to customer records, such as water pressure zone, that can make periodic reporting and data analysis and reporting much more effective and efficient.

It is anticipated that this measure might achieve an annual water supply savings of as much as 0.4% to 0.5%.

**INFORMATION TECHNOLOGY
SERVICES AGREEMENT**

BETWEEN

CITY OF NEWPORT

AND

PEND OREILLE COUNTY

January 1st, 2024 to December 31st, 2026

**ARTICLE I
PURPOSE OF CONTRACT**

Pend Oreille County has an established Information Technology (IT) Department. The parties believe it is in the public interest to make these services available to the City of Newport Police Department on a contractual basis as set forth herein.

**ARTICLE II
PART I
INFORMATION TECHNOLOGY SERVICES**

Pend Oreille County, through its (IT) Department, agrees to provide the City of Newport Police Department, similar (IT) support services that it provides to the Pend Oreille County Sheriff's Office. These core services include the following:

- Network Services (switches, routers, firewall)
- Datacenter Services (Domain controllers, infrastructure, backup power, Server backup and recovery, Ticketing and Monitoring)
- Security Services (Network security, Anti-Virus, archiving, for domain connected systems)
- Communication (internet access, does not include monthly broadband charges)
- End User Services (User, System and Application Support) (excluding hardware replacement, loaner equipment as needed)
- IT Support (Monday –Friday, 6:30 AM to 5:00 PM except Pend Oreille County holidays)

This Agreement does NOT include the periodic replacement of computers.

**PART II
COSTS AND PAYMENTS FOR IT SERVICES**

The City of Newport agrees to pay Pend Oreille County **\$4,103** per workstation, per year for the services set forth herein. The parties agree that a minimum of 1 and maximum of 7 workstations are covered by this agreement. After-hours support will be billed at the composite rate of \$66.77 per hour with a minimum of 2 hours per support call. Mileage for onsite support and/or training will be billed at the current IRS Revenue Procedure Rate of 65.5 cents per mile.

The count of covered workstations must be submitted, via email, to the Pend Oreille County ITS Director prior to the start of each quarter with the first quarter starting January 1st 2024. If the count is not received in time the count will default to the previous quarter.

The City of Newport will remit quarterly payments based on the count of covered workstations per quarter. The cost being **\$1025.75** per quarter for each workstation covered.

ARTICLE III
PART I
PUBLIC DISCLOSURE

As a public agency, the County is bound by the Public Disclosure and Criminal Records laws as declared in Chapter 42.56 RCW, the Washington State Criminal Records Act, Chapter 10.97 RCW and other applicable state and federal laws. Requests for public information shall be processed as follows: The County, as a public agency, is required to allow members of the public access to certain materials within the County's control or possession. In the event the County receives a public records request for records clearly belonging to the City of Newport, within five days of receiving such a request and prior to providing any materials to the Requestor, the County will notify the City of Newport of such request for records and will make attempts to provide the City of Newport with adequate time to seek a protective order under applicable law. In the event the City of Newport does not seek a protective order, or in the event the City of Newport does not timely obtain such an order, any records requested, except those records that are exempt from disclosure based upon some other provision of law, will be released.

PART II
DISPUTE RESOLUTION

It is the intent and purpose of both parties to this contract to negotiate the services in good faith and to provide for reasonable terms and conditions and equitable costs. In the event the City of Newport and the County are unable to reach an agreement for disputes pertaining to the terms and conditions of this contract, the matter may be submitted by either party for binding arbitration. The City of Newport and County shall each select one arbitrator, the two of whom shall pick a third arbitrator. The decision of the arbitrator shall be final. Except for the specific terms and/or conditions in dispute, all other terms and conditions outlined in this contract shall remain in full force and effect throughout the duration of this contract.

PART III
HOLD HARMLESS

The City of Newport shall defend, indemnify and hold harmless the County, its agents, employees, officials and officers from any and all liability and/or losses and damages including, but not limited to, attorney's fees, costs, and all other damages for all acts and omissions of the

City of Newport, its officials, agents, employees or officers, including liability arising out of unlawful or claim of unlawful acts, under this contract, by the City of Newport or any other claim arising out of performance of this contract which claim results or is alleged to result from or alleged to be connected in any manner whatsoever from any act or omission by the City of Newport, its agents, employees, officials or officers, but not under any circumstances for any acts or omissions of the County its agents, employees, officials and officers over which the City of Newport exercises no direction or control. The liability for which the City of Newport shall defend, indemnify and hold harmless, as described above, shall be based on acts or omissions of the City of Newport. Further, the City of Newport specifically agrees to pay on demand, any reasonable costs or legal fees required to establish the County's right to indemnification.

The County agrees to defend, indemnify, and hold harmless the City of Newport, its officials, officers, agents, and employees from any and all liability and/or losses and damages including, but not limited to attorney's fees, costs, and all other damages for all acts and omissions of the County, its officials, agents, employees or officers including liability arising out of unlawful or claim of unlawful acts under this contract, by the County, or any other claim arising out of performance of this contract which claim results or is alleged to result from or alleged to be connected in any manner whatsoever from any act or omission by the County, its agents, employees or officers, but not under any circumstances for any acts or omissions of the City of Newport, its agents, employees, officials and officers over which the County exercises no direction or control. The liability for which the County shall defend, indemnify and hold harmless, as described above, shall be based on acts or omissions of the County. Further, the County specifically agrees to pay on demand, any reasonable costs or legal fees required to establish the City of Newport's right to indemnification.

PART IV GENERAL COMPONENTS

1. This contract shall not be construed as or deemed to be a contract for the benefit of any third party or parties and no third party or parties shall have any right of action hereunder for any cause whatsoever.
2. No agent, employee, or representative of the City of Newport shall be deemed to be an employee, agent, or representative of Pend Oreille County for any purpose whatsoever.
3. No agent, employee or representative of Pend Oreille County shall be deemed to be an employee, agent or representative of the City of Newport for any purpose whatsoever.
4. Each party agrees to aid and assist the other in accomplishing the objectives of this contract.
5. This contract supersedes all prior agreements and contracts for IT services.

PART V TITLE VI OF THE CIVIL RIGHTS ACT OF 1964

It is the policy of the County to reject discrimination which denies equal treatment to any individual because of his or her race, creed, color, national origin, families with children, sex,

marital status, sexual orientation, age, honorably discharged veteran or military status, or the presence of any sensory, mental, or physical disability or the use of a trained dog guide or service animal by a person with a disability as provided in Washington's Law against Discrimination, and Chapter 49.60 RCW. Pend Oreille County assures that no persons shall on the grounds of race, color, national origin, or sex as provided by Title VI of the Civil Rights Act of 1964 (Pub. L. No. 88-352), as amended, and the Civil Rights Restoration Act of 1987 (Pub. L. No. 100-259) be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any County sponsored program or activity.

PART VI MODIFICATION / TERMINATION

TERMINATION

This contract may be terminated by either the County or the City of Newport by giving the other party 60 days written notice of the intended termination. Whenever the contract is terminated in accordance with this paragraph, County shall be entitled to payment for work performed through the current payment period. No adjustment shall be made for loss of anticipated profit or deleted or uncompleted work.

TERMINATION OF AGREEMENT - EVENTS OF DEFAULT

This Agreement may be immediately terminated without notice upon an event of default, which events of default include but are not limited to the following:

- a. The City of Newport wrongfully uses the data provided by the County per terms of this agreement including all attachments.
- b. Unauthorized copying of data.
- c. In the event this Agreement is determined to be in conflict with federal or state law, County resolutions or ordinances which are in effect at the time of this Agreement or may be imposed in the future.
- d. The City of Newport sells, gives, leases, or loans access to the screens or the data contained therein to any person or in any way, directly or indirectly, allows copies to be made by any person without the express written approval of the County.
- e. If any vendor changes its support, architecture, licensing, policy or creates any other condition that would create a situation where the County could no longer meet.

ARTICLE VII
EFFECTIVE DATE OF CONTRACT

This contract shall be in full force and effect from January 1st, 2024 through December 31st, 2026.

IN WITNESS WHEREOF, the parties have executed this contract by reason of the authorization obtained by them as required by the laws governing their respective jurisdiction and powers.

DATED: _____

DATED: _____

CITY OF NEWPORT

PEND OREILLE COUNTY
BOARD OF COMMISSIONERS

Keith Campbell, Mayor

Brian Smiley, Chair

Robert Rosencrantz, Vice-Chair

John Gentle, Member

Approved as to Form:

Megan Clark
City Attorney

Dolly Hunt
Pend Oreille Prosecuting Attorney

Wade Nelson
City of Newport Chief of Police

City of Newport Job Description

Job Title:	Janitor	Wage \$850 flat rate
Department:	Administration	Hours 10 hours per week
Reports To:	City Administrator	* Non Benefited Employee*
FLSA Status:	Non-Exempt	
Established Date:	November 20, 2023	

SUMMARY:

This position is primarily responsible for cleaning City Hall, Police Station and Shop breakroom.

ESSENTIAL DUTIES AND REPSONSIBILITIES:

- Clean locations of City Hall, Police Station and Shop Breakroom.
- Complete various custodial duties including but not limited to mopping, dusting, sweeping, bathrooms, emptying waste baskets, washing windows, walls and woodwork.
- May include use of mechanical equipment in stripping, waxing and washing floors, shampooing carpets.
- Periodic deep cleaning of blinds, fixtures and window sills, doors
- Document and log all issues and supplies found/ needed
- Respond to requests of Department Heads of each location in writing
- Ability to maintain strict confidentiality

QUALIFICATIONS:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed are representative of the knowledge, skill, and/or ability required.

CERTIFICATES, LICENSES, REGISTRATIONS:

- Washington or Idaho State Driver's License
- Be able to pass background, fingerprinting and CJIS Security Awareness Training

EDUCATION:

- High school diploma or general education degree (GED).

LANGUAGE SKILLS:

Ability to read and comprehend simple instructions, short correspondence, and memos. Ability to write simple correspondence. Ability to effectively present information in one-on-one and small group situations to citizens and other employees.

PHYSICAL DEMANDS:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to use hands to finger, handle, feel or operate objects, tools, or controls and reach with hands and arms. The employee frequently is required to stand and talk or hear. The employee is occasionally required to walk, sit, climb or balance, stop, kneel, crouch, or crawl, smell and be in high areas accessed by ladder.


The employee must frequently lift and/or move up to 10 pounds and occasionally lift and/or move up to 40 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

CITY OF NEWPORT
VOUCHER REPORT

DATE: November 20, 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.

Claims Checks 65971-65998	<u>\$328,609.19</u>
EFT 11/16/2023: 1-14	<u>\$95,256.24</u>
Direct Pay 11/16/2023: 1-7	<u>\$6,396.11</u>
Grand Total of all Claims	<u>\$430,261.54</u>

City Clerk/Treasurer:  _____

CITY OF NEWPORT

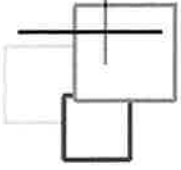
Invoice Report Review for Council Meeting

November 20, 2023

I, the undersigned Councilmember of the City of Newport, Washington, do hereby certify that I have reviewed the bills for payment for Council Meeting November 20, 2023.

Councilmember Jami Sears
Date 11/16/23

Voucher Directory



Fiscal : 2023 - November
 Council Date : 2023 - November - 2nd Council Meeting

Vendor	Number	Reference	Account Number	Description	Amount
Action Auto Supply, Inc.	65971	Invoice - 64205		2023 - November - 2nd Council Meeting	
			001-000-000-576-80-48-00	Repair & Maintenance	\$35.32
			101-000-000-543-30-48-00	Equipment Maintenance	\$35.32
			410-000-000-534-34-48-00	Repair & Maintenance	\$35.32
		Total Invoice - 64205			\$105.96
					\$105.96
Total Action Auto Supply, Inc.	65971				
Anatek Labs, Inc.	65972			2023 - November - 2nd Council Meeting	
		10/31/23 Anatek Statement	410-000-000-534-34-41-00	Professional Services	\$2,351.00
		Total 10/31/23 Anatek Statement			\$2,351.00
Total Anatek Labs, Inc.	65972				\$2,351.00
Aramark - AUTO PAY		EFT Payment 11/16/2023 4:23:22 PM - 1		2023 - November - 2nd Council Meeting	
		10/31/2023 Aramark Statement	001-000-000-576-80-49-00	Miscellaneous	\$15.12
			101-000-000-543-30-49-00	Miscellaneous Expenditures	\$45.35
			410-000-000-534-34-49-00	Miscellaneous Expenditures	\$45.35
			411-000-100-535-35-49-00	Miscellaneous Expenditures	\$45.35
				Uniforms	
		Total 10/31/2023 Aramark Statement			\$151.17
Total Aramark - AUTO PAY		Total EFT Payment 11/16/2023 4:23:22 PM - 1			\$151.17
AT&T Mobility - AUTO PAY		EFT Payment 11/16/2023 4:23:22 PM - 2		2023 - November - 2nd Council Meeting	
		287306821827X11042023	001-000-000-513-10-42-00	Communications	\$91.46
			001-000-000-521-20-42-00	Communications	\$85.77
				SRO Expenses	
			001-000-000-521-20-42-00	Communications	\$71.26
			001-000-000-576-80-42-00	Communications	\$45.73

Vendor	Number	Reference	Account Number	Description	Amount
			101-000-000-543-30-42-00	Communications	\$91.46
			410-000-000-534-34-42-00	Communications	\$50.80
			411-000-100-535-35-42-00	Communications	\$137.19
			Total 287306821827X11042023		\$573.67
			Total EFT Payment 11/16/2023 4:23:22 PM - 2		\$573.67
			Total AT&T Mobility - AUTO PAY		\$573.67
			Avista Utilities - AUTO PAY		
			EFT Payment 11/16/2023 4:23:22 PM - 3	2023 - November - 2nd Council Meeting	
			Invoice - 11/14/2023 12:11:11 PM	Public Utilities	\$19.48
			411-000-100-535-35-47-00		\$19.48
			Total Invoice - 11/14/2023 12:11:11 PM		\$19.48
			Total EFT Payment 11/16/2023 4:23:22 PM - 3		\$19.48
			Total Avista Utilities - AUTO PAY		\$19.48
			CED - EFT		
			EFT Payment 11/16/2023 4:23:22 PM - 4	2023 - November - 2nd Council Meeting	
			10/25/2023 CED Statement	Repair & Maintenance	\$101.08
			411-000-100-535-35-48-00		\$101.08
			Total 10/25/2023 CED Statement		\$101.08
			Total EFT Payment 11/16/2023 4:23:22 PM - 4		\$101.08
			Total CED - EFT		\$101.08
			Cities Insurance Assn. of Washington		
			65973		
			Invoice - 2023-34543-0779-1	2023 - November - 2nd Council Meeting	
			001-000-000-513-10-46-00	Liability Insurance	\$30,439.97
			001-000-000-521-20-46-00	Liability Insurance	\$48,335.73
			001-000-000-522-10-46-00	Liability Insurance	\$13,442.61
			001-000-000-572-50-46-00	Insurance	\$4,069.39
			001-000-000-576-80-46-00	Liability Insurance	\$25,961.83
			101-000-000-543-30-46-00	Liability Insurance	\$25,736.29
			410-000-000-534-34-46-00	Liability Insurance	\$75,954.06
			411-000-100-535-35-46-00	Liability Insurance	\$66,123.94
			2023-2024 Insurance		
			Total Invoice - 2023-34543-0779-1		\$290,063.82
			Total 65973		\$290,063.82
			Total Cities Insurance Assn. of Washington		\$290,063.82
			City Of Newport Water & Sewer - AUTO PAY		
			EFT Payment 11/16/2023 4:23:22 PM - 5	2023 - November - 2nd Council Meeting	
			October W/S bills	Utilities	\$30.82
			001-000-000-513-10-47-00	Utilities	\$61.63
			001-000-000-521-20-47-00	Utilities	\$61.62
			001-000-000-522-50-47-10	Utilities	\$110.93
			001-000-000-576-80-47-00	Utilities	\$110.93

Vendor	Number	Reference	Account Number	Description	Amount
			101-000-000-543-30-47-01	Water - Public Works Shop	\$141.74
			410-000-000-534-34-47-01	Public Utilities - Water	\$141.74
			411-000-100-535-35-47-01	Public Utilities - Water	\$2,912.50
				Total October W/S bills	\$3,460.98
				Total EFT Payment 11/16/2023 4:23:22 PM - 5	\$3,460.98
				Total City Of Newport Water & Sewer - AUTO PAY	\$3,460.98
				City Service - AUTO PAY	
				EFT Payment 11/16/2023 4:23:22 PM - 6	
			10/31/23 City Service Statement		
			001-000-000-521-20-32-00	Fuel	\$910.00
			001-000-000-521-20-32-00	Fuel	\$174.85
				SRO Expenses	
			001-000-000-576-80-32-00	Fuel	\$321.99
			101-000-000-543-30-32-00	Fuel Consumed	\$219.44
			410-000-000-534-34-32-00	Fuel Consumed	\$726.39
			411-000-100-535-35-32-00	Fuel Consumed	\$713.70
				Total 10/31/23 City Service Statement	\$3,066.37
				Total EFT Payment 11/16/2023 4:23:22 PM - 6	\$3,066.37
				Total City Service - AUTO PAY	\$3,066.37
				CO-Energy	
				65974	
				Invoice - 0495940-IN	
			410-000-000-534-34-31-00	Office & Operating Supplies	\$101.08
				Hydrant lubrication	
				Total Invoice - 0495940-IN	\$101.08
				Total CO-Energy	\$101.08
				Conifer Electric Inc.	
				65975	
				Invoice - 1460	
			410-000-000-534-34-41-00	Professional Services	\$5,578.86
				WTP heater repair	
				Total Invoice - 1460	\$5,578.86
				Total Conifer Electric Inc.	\$5,578.86
				Country Lane	
				65976	
				Invoice - 10714	
			410-000-000-534-34-31-00	Office & Operating Supplies	\$8.08
			411-000-100-535-35-31-00	Office & Operating Supplies	\$8.08

Theresa Nameplate

Total Invoice - 10714

\$16.16
\$16.16
\$16.16

Total 65976

Total Country Lane

Dr. Locksmith LLC
65977

2023 - November - 2nd Council Meeting

Invoice - 7071

001-000-000-576-80-31-00 Operating Supplies
101-000-000-543-30-31-00 Operating Supplies
410-000-000-534-34-31-00 Office & Operating Supplies

\$289.71
\$289.71
\$289.72
\$869.14

Total Invoice - 7071

Invoice - 7074

001-000-000-521-20-31-00 Office & Operating Supplies
001-000-000-576-80-31-00 Operating Supplies
101-000-000-543-30-31-00 Operating Supplies
410-000-000-534-34-31-00 Office & Operating Supplies
411-000-100-535-35-31-00 Office & Operating Supplies

\$203.55
\$139.69
\$139.69
\$268.94
\$129.24
\$881.11

Total Invoice - 7074

Invoice - 7080

001-000-000-521-20-31-00 Office & Operating Supplies
Pub Safety Bldg Keys

\$36.62

Total Invoice - 7080

\$36.62
\$1,786.87
\$1,786.87

Total 65977

Total Dr. Locksmith LLC

Eljay Oil Co.
65978

2023 - November - 2nd Council Meeting

10/31/23 Eljay Oil Statement

001-000-000-576-80-48-00 Repair & Maintenance
101-000-000-543-30-48-00 Equipment Maintenance
410-000-000-534-34-48-00 Repair & Maintenance
411-000-100-535-35-48-00 Repair & Maintenance

\$610.84
\$610.86
\$610.86
\$610.86

Total 10/31/23 Eljay Oil Statement

Total 65978

Total Eljay Oil Co.

\$2,443.42
\$2,443.42
\$2,443.42

Vendor	Number	Reference	Account Number	Description	Amount
Etter, McMahon, Lamberson, Van Wert, Oreskovich PC - EFT					
EFT Payment 11/16/2023 4:23:22 PM - 7					
10/31/2023 Atty Statement					
	001-000-000-513-30-41-00			Professional Services	\$3,049.50
	001-000-000-521-20-41-00			Professional Services	\$342.00
	410-000-000-534-34-41-00			Professional Services	\$199.50
	411-000-100-535-35-41-04			Professional Services	\$199.50
				\$3,790.50	
				\$3,790.50	
				\$3,790.50	
Total 10/31/2023 Atty Statement					
Total EFT Payment 11/16/2023 4:23:22 PM - 7					
Total Etter, McMahon, Lamberson, Van Wert, Oreskovich PC - EFT					
Exbablyon - EFT					
EFT Payment 11/16/2023 4:23:22 PM - 8					
Invoice - 195843 - IT					
	001-000-000-511-60-49-00			Miscellaneous Expenditure	\$86.70
	001-000-000-513-10-42-00			Communications	\$86.70
	001-000-000-514-20-42-00			Communications	\$86.70
	001-000-000-521-20-42-00			Communications	\$86.70
	101-000-000-543-30-42-00			Communications	\$92.89
	410-000-000-534-34-42-00			Communications	\$92.89
	411-000-100-535-35-42-00			Communications	\$92.89
				\$619.28	
Total Invoice - 195843 - IT					
Invoice - 196003 - IT					
	001-000-000-511-60-49-00			Miscellaneous Expenditure	\$9.05
	001-000-000-513-10-42-00			Communications	\$9.05
	001-000-000-514-20-42-00			Communications	\$9.05
	001-000-000-521-20-42-00			Communications	\$9.05
	101-000-000-543-30-42-00			Communications	\$9.05
	410-000-000-534-34-42-00			Communications	\$9.69
	411-000-100-535-35-42-00			Communications	\$9.68
				\$64.62	
Total Invoice - 196003 - IT					
Invoice - 196060 - Security					
	001-000-000-511-60-49-00			Miscellaneous Expenditure	\$21.86
	001-000-000-513-10-42-00			Communications	\$21.86
	001-000-000-514-20-42-00			Communications	\$21.86
	001-000-000-521-20-42-00			Communications	\$21.86
	101-000-000-543-30-42-00			Communications	\$21.86
	410-000-000-534-34-42-00			Communications	\$23.43
	411-000-100-535-35-42-00			Communications	\$23.44
				\$156.17	
Total Invoice - 196060 - Security					
Total EFT Payment 11/16/2023 4:23:22 PM - 8					
Total Exbablyon - EFT					

Vendor Number	Reference	Account Number	Description	Amount
Ferguson Waterworks - EFT				
EFT Payment 11/16/2023 4:23:22 PM - 9		2023 - November - 2nd Council Meeting		
10/31/23 Ferguson Statement		101-000-000-542-30-31-00	Street Patch	\$1,846.60
		101-000-000-542-30-31-00	Street Maintenance	\$1,846.60
Total EFT Payment 11/16/2023 4:23:22 PM - 9				\$1,846.60
Total Ferguson Waterworks - EFT				\$1,846.60
Hanna Cylinders LLC				
65979		2023 - November - 2nd Council Meeting		
Invoice - 23177900		411-000-100-535-35-48-00	Repair & Maintenance	\$150.26
			Freight	\$150.26
Total Invoice - 23177900				\$150.26
Total Hanna Cylinders LLC				\$150.26
Intermountain Sign & Safety				
65980		2023 - November - 2nd Council Meeting		
Invoice - 17887		101-000-000-542-64-31-00	Traffic Control Devices	\$415.52
Total Invoice - 17887				\$415.52
Total Intermountain Sign & Safety				\$415.52
J.A. Sewell & Assoc., LLC				
65981		2023 - November - 2nd Council Meeting		
Invoice - 23NP010		001-000-000-558-50-41-00	Professional Services	\$5,542.95
Total Invoice - 23NP010				\$5,542.95
Total J.A. Sewell & Assoc., LLC				\$5,542.95
Law Offices of Joshua Maurer, PLLC - DIRECT PAY				
Direct Pay Payment 11/16/2023 4:22:08 PM - 1		2023 - November - 2nd Council Meeting		
November 2023 PA Services		001-000-000-515-41-41-01	Pros Atty - Prof Svc	\$3,000.00
Total November 2023 PA Services				\$3,000.00
Total Direct Pay Payment 11/16/2023 4:22:08 PM - 1				\$3,000.00
Total Law Offices of Joshua Maurer, PLLC - DIRECT PAY				\$3,000.00
Life Flight Network				
65982		2023 - November - 2nd Council Meeting		
Schoener Membership		410-000-000-534-34-20-00	Personnel Benefits	\$32.50

Vendor	Number	Reference	Account Number	Description	Amount
			411-000-100-535-35-20-00	Personnel Benefits	\$32.50
		Total Schoener Membership			\$65.00
					\$65.00
					\$65.00
Total Life Flight Network					
Newport Miner	65983				
			2023 - November - 2nd Council Meeting		
		Invoice - 2023280	001-000-000-511-30-41-00	Professional Service	\$107.50
		Total Invoice - 2023280			\$107.50
		Invoice - 2023297	001-000-000-558-50-41-04	Advertising	\$228.90
		Total Invoice - 2023297			\$228.90
		Invoice - NEWCIT1023	410-000-000-534-34-41-03	Advertising	\$75.60
			411-000-100-535-35-41-05	Advertising	\$75.60
		Total Invoice - NEWCIT1023			\$151.20
					\$487.60
					\$487.60
Total Newport Miner	Total 65983				
North, David - DIRECT PAY					
		Direct Pay Payment 11/16/2023 4:22:08 PM - 2	2023 - November - 2nd Council Meeting		
		November 2023 Cell Phone	410-000-000-534-34-42-00	Communications	\$50.00
		Total November 2023 Cell Phone			\$50.00
		Total Direct Pay Payment 11/16/2023 4:22:08 PM - 2			\$50.00
Total North, David - DIRECT PAY					\$50.00
North, Nickole - DIRECT PAY					
		Direct Pay Payment 11/16/2023 4:22:08 PM - 3	2023 - November - 2nd Council Meeting		
		November 2023 Cell Phone Nick	001-000-000-514-20-42-00	Communications	\$50.00
		Total November 2023 Cell Phone Nick			\$50.00
		Total Direct Pay Payment 11/16/2023 4:22:08 PM - 3			\$50.00
Total North, Nickole - DIRECT PAY					\$50.00

O'Reilly Auto Parts
65984

2023 - November - 2nd Council Meeting

Invoice - 11/14/2023 3:20:46 PM				
001-000-000-521-20-48-00			Repair & Maintenance Equipment	\$190.74
001-000-000-522-50-48-00			Repair & Maintenance	\$270.37
001-000-000-576-80-48-00			Repair & Maintenance	\$340.34
101-000-000-543-30-48-00			Equipment Maintenance	\$234.19
410-000-000-534-34-48-00			Repair & Maintenance	\$189.11
Total Invoice - 11/14/2023 3:20:46 PM				\$1,224.75
Total 65984				\$1,224.75

Total O'Reilly Auto Parts

Pape Machinery - EFT
EFT Payment 11/16/2023 4:23:22 PM - 10

10/31/2023 Pape Statement			2023 - November - 2nd Council Meeting	
001-000-000-576-80-48-00			Repair & Maintenance	\$11.61
101-000-000-543-30-48-00			Equipment Maintenance	\$11.61
410-000-000-534-34-48-00			Repair & Maintenance	\$11.61
Total 10/31/2023 Pape Statement				\$34.83
Total EFT Payment 11/16/2023 4:23:22 PM - 10				\$34.83

Total Pape Machinery - EFT

Paul VanEitlen -DIRECT PAY
Direct Pay Payment 11/16/2023 4:22:08 PM - 4

November 2023 Cell Phone - Paul			2023 - November - 2nd Council Meeting	
410-000-000-534-34-42-00			Communications	\$50.00
Total November 2023 Cell Phone - Paul				\$50.00
Total Direct Pay Payment 11/16/2023 4:22:08 PM - 4				\$50.00

Total Paul VanEitlen -DIRECT PAY

Pend Oreille County Community Development Dept.
65985

11/13/2023 publication fees Bank Stabilization Replacement			2023 - November - 2nd Council Meeting	
411-000-100-535-35-41-05			Advertising	\$344.00
Total 11/13/2023 publication fees Bank Stabilization Replacement				\$344.00
Total 65985				\$344.00

Total Pend Oreille County Community Development Dept.

Vendor Number	Reference	Account Number	Description	Amount
Pend Oreille Fire Dist. #4				
65986				
	November 2023 Fire Services	2023 - November - 2nd Council Meeting		
	001-000-000-522-20-41-00	Prof. Services- Firemen (FD4)		\$3,000.00
Total 65986	Total November 2023 Fire Services			\$3,000.00
				\$3,000.00
				\$3,000.00
PO CO Corrections				
65987				
	November 2023 Jail Services	2023 - November - 2nd Council Meeting		
	001-000-000-523-60-41-00	Prisoner Room & Board		\$5,496.50
Total 65987	Total November 2023 Jail Services			\$5,496.50
				\$5,496.50
Total PO CO Corrections				\$5,496.50
PO CO Counseling Services				
65988				
	October 2023 Liquor Tax	2023 - November - 2nd Council Meeting		
	001-000-000-566-20-41-00	2% Alcohol - Mental Health		\$70.30
Total 65988	Total October 2023 Liquor Tax			\$70.30
				\$70.30
Total PO CO Counseling Services				\$70.30
PO CO Dispatch Center				
65989				
	November 2023 dispatch Services	2023 - November - 2nd Council Meeting		
	001-000-000-521-20-41-03	Sheriff Services (Dispatch)		\$4,823.75
Total 65989	Total November 2023 dispatch Services			\$4,823.75
				\$4,823.75
Total PO CO Dispatch Center				\$4,823.75
PO CO Treasurer				
65990				
	10/2023 District Court Fees	2023 - November - 2nd Council Meeting		
	633-000-000-586-12-00-00	County Clearing Fund		\$61.39
Total 65990	Total 10/2023 District Court Fees			\$61.39
				\$61.39
Total PO CO Treasurer				\$61.39
PO CO Weed Board				
65991				
	Invoice - 2023-22566-RSW	2023 - November - 2nd Council Meeting		
	101-000-000-543-30-41-02	Professional Services		\$25.00
	Weed Management			
Total 65991	Total Invoice - 2023-22566-RSW			\$25.00

Vendor	Number	Reference	Account Number	Description	Amount
		Invoice - 2023-22608-RSW	101-000-000-543-30-41-02	Professional Services	\$25.00
		Total Invoice - 2023-22608-RSW			\$25.00
		Invoice - 2023-22635-RSW	001-000-000-576-80-41-01	Professional Services	\$25.00
		Total Invoice - 2023-22635-RSW			\$25.00
		Invoice - 2023-22677-RSW	101-000-000-543-30-41-02	Professional Services	\$25.00
		Total Invoice - 2023-22677-RSW			\$25.00
		Invoice - 2023-23427-HAM	101-000-000-543-30-41-02	Professional Services	\$25.00
		Total Invoice - 2023-23427-HAM			\$25.00
		Total 65991			\$125.00
		Total PO CO Weed Board			\$125.00
		Public Utility District -AUTO PAY			
		EFT Payment 11/16/2023 4:23:22 PM - 11			
		10/31/2023 PUD Statement		2023 - November - 2nd Council Meeting	
			001-000-000-513-10-47-00	Utilities	\$52.21
			001-000-000-521-20-47-00	Utilities	\$79.57
			001-000-000-522-50-47-10	Utilities	\$79.57
			001-000-000-576-80-47-00	Utilities	\$124.49
				RV Park	
			001-000-000-576-80-47-00	Utilities	\$519.99
			101-000-000-542-63-47-00	Street Lighting	\$1,177.65
			410-000-000-534-34-47-00	Public Utilities	\$1,720.65
			411-000-100-535-35-47-00	Public Utilities	\$2,375.10
		Total 10/31/2023 PUD Statement			\$6,129.23
		Total EFT Payment 11/16/2023 4:23:22 PM - 11			\$6,129.23
		Total Public Utility District -AUTO PAY			\$6,129.23
		Red Rose Carpet Cleaning			
		65992		2023 - November - 2nd Council Meeting	
		Invoice - 792661	001-000-000-514-20-41-00	Professional Services	\$125.00
			001-000-000-521-20-41-00	Professional Services	\$200.00
			101-000-000-543-30-41-02	Professional Services	\$125.00
			410-000-000-534-34-41-00	Professional Services	\$125.00
			411-000-100-535-35-41-04	Professional Services	\$125.00
		Total Invoice - 792661			\$700.00
		Total 65992			\$700.00
		Total Red Rose Carpet Cleaning			\$700.00

Vendor	Number	Reference	Account Number	Description	Amount
Reid Legal Office, PLLC - DIRECT PAY					
Direct Pay Payment 11/16/2023 4:22:08 PM - 5			2023 - November - 2nd Council Meeting		
November 2023 Reid PD Services			001-000-000-515-93-41-00	Public Defenders	\$1,200.00
Total November 2023 Reid PD Services					\$1,200.00
Total Direct Pay Payment 11/16/2023 4:22:08 PM - 5					\$1,200.00
Total Reid Legal Office, PLLC - DIRECT PAY					\$1,200.00
SCJ Alliance - DIRECT PAY					
Direct Pay Payment 11/16/2023 4:22:08 PM - 6			2023 - November - 2nd Council Meeting		
Invoice - 74248			001-000-000-558-50-41-00	Professional Services	\$846.11
Total Invoice - 74248					\$846.11
Total Direct Pay Payment 11/16/2023 4:22:08 PM - 6					\$846.11
Total SCJ Alliance - DIRECT PAY					\$846.11
Selkirk Ace Hardware					
65993					
10/25/23 Selkirk Ace Statement			2023 - November - 2nd Council Meeting		
001-000-000-514-20-31-00				Office & Operating Supplies	\$30.02
001-000-000-576-80-31-00				Operating Supplies	\$887.77
101-000-000-543-30-31-00				Operating Supplies	\$83.42
410-000-000-534-34-31-00				Office & Operating Supplies	\$617.94
411-000-100-535-35-31-00				Office & Operating Supplies	\$326.83
Total 10/25/23 Selkirk Ace Statement					\$1,945.98
Total Selkirk Ace Hardware					\$1,945.98
Spokane House of Hose Inc					
65994					
11/01/2023 Spokane House of Hose Statement			2023 - November - 2nd Council Meeting		
101-000-000-543-30-48-00				Equipment Maintenance	\$328.50
snow plow r&m					
Total 11/01/2023 Spokane House of Hose Statement					\$328.50
Total Spokane House of Hose Inc					\$328.50
State of WA - DOR EFT					
EFT Payment 11/16/2023 4:23:22 PM - 12			2023 - November - 2nd Council Meeting		
DOR Balance due to Audit 2023			410-000-000-534-34-44-00	B&O Utility Tax	(\$37,800.09)
			411-000-100-535-35-44-00	Utility B&O Tax	\$99,579.24
Total DOR Balance due to Audit 2023					\$61,779.15
October 2023 B&O Taxes			410-000-000-534-34-44-00	B&O Utility Tax	\$5,692.21

Vendor	Number	Reference	Account Number	Description	Amount
			411-000-100-535-35-44-00	Utility B&O Tax	\$3,207.75
Total October 2023 B&O Taxes					\$8,899.96
Total EFT Payment 11/16/2023 4:23:22 PM - 12					\$70,679.11
Total State of WA - DOR EFT					\$70,679.11

State Treasurer	65995	2023 - November - 2nd Council Meeting			
		October 2023 State Remit			
			633-000-000-586-12-00-01	State Clearing Fund	\$536.14
			633-000-000-586-58-00-00	State Building Code Remit	\$126.00
		Total October 2023 State Remit			\$662.14
Total State Treasurer	65995				\$662.14

Stericycle	65996	2023 - November - 2nd Council Meeting			
		10/31/2023 Stericycle Statement			
			001-000-000-514-20-41-00	Professional Services	\$9.08
			101-000-000-543-30-41-02	Professional Services	\$9.08
			410-000-000-534-34-41-00	Professional Services	\$9.08
			411-000-100-535-35-41-04	Professional Services	\$9.07
				Shred Services	
		Total 10/31/2023 Stericycle Statement			\$36.31

Total Stericycle	65996				\$36.31
					\$36.31

US Bank - AUTO PAY		2023 - November - 2nd Council Meeting			
		EFT Payment 11/16/2023 4:23:22 PM - 13			
		October 2023 CC Statement			
			001-000-000-513-10-31-00	Office & Operating Supplies	\$10.71
			001-000-000-513-10-42-00	Communications	\$17.22
			001-000-000-514-20-31-00	Office & Operating Supplies	\$207.13
			001-000-000-514-20-42-00	Communications	\$43.73
			001-000-000-521-20-31-00	Office & Operating Supplies	\$479.30
			001-000-000-521-20-42-00	Communications	\$39.98
			001-000-000-521-20-49-00	Miscellaneous Expenditure	\$667.17
			001-000-000-522-10-42-00	Communications	\$39.97
			001-000-000-573-90-41-00	Other Comm Expenditures	\$27.00
			001-000-000-576-80-31-00	Operating Supplies	\$102.53
			001-000-000-576-80-42-00	Communications	\$24.99
			101-000-000-543-30-31-00	Operating Supplies	\$102.53
			101-000-000-543-30-41-02	Professional Services	\$220.00

Vendor	Number	Reference	Account Number	Description	Amount
	101-000-000-543-30-42-00			Communications	\$68.71
	410-000-000-534-34-31-00			Office & Operating Supplies	\$102.53
	410-000-000-534-34-42-00			Communications	\$159.66
	410-000-000-534-34-43-00			Travel	\$405.92
	411-000-100-535-35-31-00			Office & Operating Supplies	\$436.53
	411-000-100-535-35-42-00			Communications	\$113.68
	411-000-100-535-35-43-00			Travel	\$405.92
				Total October 2023 CC Statement	\$3,675.21
Total US Bank - AUTO PAY				Total EFT Payment 11/16/2023 4:23:22 PM - 13	\$3,675.21
Utilities Underground Location Center					
65997				2023 - November - 2nd Council Meeting	
				Invoice - 3100198	
	410-000-000-534-34-41-00			Professional Services	\$14.19
	411-000-100-535-35-41-04			Professional Services	\$14.19
				Total Invoice - 3100198	\$28.38
Total 65997					\$28.38
Total Utilities Underground Location Center					
Van Valkenburg Law PS -DIRECT PAY					
				2023 - November - 2nd Council Meeting	
				Direct Pay Payment 11/16/2023 4:22:08 PM - 7	
				November 2023 Van Valkenburg PD Services	
	001-000-000-515-93-41-00			Public Defenders	\$1,200.00
				Total November 2023 Van Valkenburg PD Services	\$1,200.00
Total Direct Pay Payment 11/16/2023 4:22:08 PM - 7					\$1,200.00
Total Van Valkenburg Law PS -DIRECT PAY					\$1,200.00
White Block Co.					
65998				2023 - November - 2nd Council Meeting	
				10/25/23 White Block Statement	
	410-000-000-534-34-31-00			Office & Operating Supplies	\$653.69
				Meter rings	
				Total 10/25/23 White Block Statement	\$653.69
Total 65998					\$653.69
Total White Block Co.					\$653.69
ZiPLY Fiber - AUTO PAY					
				2023 - November - 2nd Council Meeting	
				EFT Payment 11/16/2023 4:23:22 PM - 14	
				10/28/23 ZiPLY Phone	
	001-000-000-514-20-42-00			Communications	\$153.27
	001-000-000-522-10-42-00			Communications	\$153.27
	101-000-000-543-30-42-00			Communications	\$153.27
	410-000-000-534-34-42-00			Communications	\$153.27
	411-000-100-535-35-42-00			Communications	\$153.28
				Total 10/28/23 ZiPLY Phone	\$766.36

Vendor	Number	Reference	Account Number	Description	Amount
		11/01/23 Flow Meter	411-000-100-535-35-42-00	Communications	\$121.58
		Total 11/01/23 Flow Meter			\$121.58
		Total EFT Payment 11/16/2023 4:23:22 PM - 14			\$887.94
		Total Ziply Fiber - AUTO PAY			\$887.94
Grand Total		Vendor Count	49		\$430,261.54

CITY OF NEWPORT
PAYROLL CHECK REGISTER
PAYDAY: November 09, 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. 1531 through No. 1539 as well as the direct deposit run 11/07/2023 for employees are approved for payment in the amount of \$71,022.86 this 20th day of November 2023.

Councilmember _____

Councilmember _____

Councilmember _____

Councilmember _____

Councilmember _____

City Clerk/Treasurer  _____

Register

Number	Name	Fiscal Description	Cleared	Amount
1531	Dept of Labor & Industry	2023 - November - 1st Council Meeting		\$2,483.36
1532	Dept of Retirement - Def Comp	2023 - November - 1st Council Meeting		\$877.50
1533	Dept of Retirement Systems	2023 - November - 1st Council Meeting		\$7,586.89
1534	EFTPS	2023 - November - 1st Council Meeting		\$11,538.10
1535	Employment Security	2023 - November - 1st Council Meeting		\$98.75
1536	Employment Security - LTC	2023 - November - 1st Council Meeting		\$181.86
1537	Employment Security - PMFL	2023 - November - 1st Council Meeting		\$291.27
1538	Idaho State Tax	2023 - November - 1st Council Meeting		\$523.00
1539	Virmy Benefit Solutions, Inc. - EFT	2023 - November - 1st Council Meeting		\$11,950.60
Direct Deposit Run -	Payroll Vendor	2023 - November - 1st Council Meeting		\$35,491.53
11/7/2023				\$71,022.86