

NEWPORT CITY COUNCIL AGENDA

November 03, 2025 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 ELIZABETH SPRING

COUNCILMEMBER JAMI SEARS
MAYOR PRO TEM MARK ZORICA
COUNCILMEMBER NATHAN LONGLY

CALL TO ORDER

ROLL CALL
PLEDGE OF ALLEGIANCE
AMENDMENTS & APPROVAL OF AGENDA &
10/20/2025 COUNCIL MEETING MINUTES

MAYOR & COUNCIL COMMENTS:

AUDIENCE PARTICIPATION:

CITY ADMINISTRATOR COMMENTS:

NEW BUSINESS:

Department Head Quarterly Reports and 2026 Budget Requests:

1. Police Chief Nelson – Law Enforcement Update/2026 Budget Requests
2. SPOFR Fire Chief Stocking – Fire Update

3. Public Works Director North – Water, Park and Street Update/2026 Budget Requests
4. Plant Superintendent Howard – Wastewater Treatment Plant Update/2026 Budget Requests
5. Clerk/Treasurer North – Financial Report

BILLS & PAYROLL:

CLAIMS CHECKS 67196-67209 (68815 VOID)	\$48,943.57
CLAIMS EFT 2025 Nov 1 st Mtg: 1-4	\$50,913.92
CLAIMS DIR PAY 2025 Nov 1 st Mtg: 1	\$31,500.00
PAYROLL EFT 2025 Oct 2 nd PR: 1-10; Dir Deposit Run 10/17/2025	\$88,108.61

ADJOURNMENT:

MINUTES OF THE NEWPORT CITY COUNCIL MEETING ON
October 20, 2025

A meeting of the Newport City Council was held on October 20, 2025, at 6:00 PM in Council Chambers, City Hall, 200 S. Washington Avenue, Newport, Washington, with the following present:

	Keith Campbell	Mayor (Absent)
	Abby Gribi	City Administrator (Absent)
	Nickole North	Clerk/Treasurer
Kenneth Smith		Councilmember
Elizabeth Spring		Councilmember
Jami Sears		Councilmember (Absent)
Mark Zorica		Mayor Pro Tem
Nathan Longly		Councilmember

At 6:00 PM, Mayor Pro Tem Zorica called the meeting to order followed by roll call and the pledge of allegiance. Councilmember Longly moved to excuse Councilmember Sears absence; Councilmember Spring seconded. Motion carried.

APPROVAL OF AGENDA & MINUTES:

Drinking Water State Revolving Fund Loan Contract Number DWL31568-0 was added to New Business. Councilmember Longly moved to approve the agenda as amended and the minutes from the October 06, 2025 Council Meeting; Councilmember Spring seconded. Motion carried.

MAYOR AND COUNCIL COMMENTS:

Mayor Pro Tem Zorica is impressed with the new cross walk signals along Washington Avenue, especially the one by Owen's Grocery. They are really noticeable and people are stopping for pedestrians. He thanked WSDOT for funding them.

Councilmember Longly reminded everyone that Halloween is coming and to watch out for the kids and be safe.

NEW BUSINESS:

Councilmember Spring moved to allow funds to be moved from the maintenance line item to the capital outlay line item within the street fund to purchase a snow blade for the backhoe; Councilmember Longly seconded. Motion carried.

Councilmember Longly moved to approve Drinking Water State Revolving Fund Loan Contract #DWL31568-0 for the tank rehabilitation project; Councilmember Smith seconded. Motion carried.

BILLS & PAYROLL:

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

2025 CLAIMS CHECKS 67162-67195	\$66,236.51
2025 CLAIMS EFT 2025 Oct 2 nd Meeting Run 1-14	\$52,794.20
2025 CLAIMS DIRECT PAY 2025 Oct 2 nd Meeting Run 1-9	\$14,196.98
PAYROLL EFT 2025 Oct 1 st PR 1-10; Direct Dep Run 10/02/2025	\$93,159.35

ADJOURNMENT:

The meeting was adjourned at 6:06 PM.

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

By: _____
Keith Campbell
Mayor

CITY OF NEWPORT
VOUCHER REPORT

DATE: November 3rd, 2025 (First Meeting Run)

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 67196—67209, 66815Void \$48,943.57

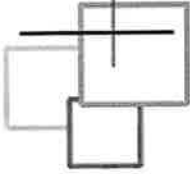
EFT 2025 Nov 1st Mtg: 1-4 \$50,913.92

Direct Pay 2025 Nov 1st Mtg: 1 \$31,500.00

Grand Total of all Claims \$131,357.49

Deputy City Clerk/Treasurer: J. Hansen 10/29/25

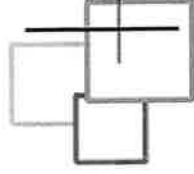
Register



Fiscal: 2025
Deposit Period: 2025 - November
Check Period: 2025 - November - 1st Council Meeting

Number	Name	Print Date	Clearing Date	Amount
Mountain West				
Check	51040005632			
67196	Albeni Falls Building Supply	11/3/2025		\$1,872.49
67197	One Call Home Services, LLC,	11/3/2025		\$20.00
67198	POV Community Youth Connections	11/3/2025		\$20.00
67199	AC Pudelpointers LLC,	11/3/2025		\$20.00
67200	Canon Solutions America	11/3/2025		\$553.63
67201	Dept of Ecology	11/3/2025		\$4,481.76
67202	Hach Company	11/3/2025		\$4,751.51
67203	IBS, Inc	11/3/2025		\$678.29
67204	Life Flight Network	11/3/2025		\$1,500.00
67205	Oxarc	11/3/2025		\$1,314.12
67206	PO CO Auditor	11/3/2025		\$18.00
67207	Public Safety Testing, Inc.	11/3/2025		\$156.00
67208	Greater Newport Area Chamber of Commerce	11/3/2025		\$10,084.57
67209	JUB Engineers	11/3/2025		\$23,493.20
66815Void	AC Pudelpointers LLC,	10/16/2025		(\$20.00)
Direct Pay 2025 Nov 1st Mtg - 1	Kimley-Horn and Associates, Inc. - DIRECT PAY	11/3/2025		\$31,500.00
EFT 2025 Nov 1st Mtg - 1	John Deere Financial - AUTO PAY	11/3/2025		\$48,746.96
EFT 2025 Nov 1st Mtg - 2	LocalTel Communication - AUTOPAY	11/3/2025		\$566.44
EFT 2025 Nov 1st Mtg - 3	Pitney-Bowes -AUTO PAY	11/3/2025		\$744.42
EFT 2025 Nov 1st Mtg - 4	Vimly Benefit Solutions, Inc. - EFT	11/3/2025		\$856.10
Total				\$131,357.49
Total				\$131,357.49
Grand Total				\$131,357.49

Voucher Directory



Fiscal: : 2025 - November
Council Date: : 2025 - November - 1st Council Meeting

Vendor	Number	Reference	Account Number	Description	Amount
Albeni Falls Building Supply					
	67196				
		10/25/2025 Albeni Falls Statement			
			001-000-000-521-20-31-00	2025 - November - 1st Council Meeting	
			001-000-000-522-10-31-00	Office & Operating Supplies	\$25.36
				Office & Operating Supplies	\$114.80
				Fire Department SPOFR	
			001-000-000-576-80-31-00	Operating Supplies	\$429.86
			101-000-000-543-30-31-00	Operating Supplies	\$446.81
			410-000-000-534-34-31-00	Office & Operating Supplies	\$429.92
			410-000-000-534-34-48-00	Repair & Maintenance	\$425.74
		Total 10/25/2025 Albeni Falls Statement			\$1,872.49
					\$1,872.49
					\$1,872.49
Total 67196					
Total Albeni Falls Building Supply					
Business License endorsement refund					
	67197				
		2025 - November - 1st Council Meeting			
		Business License endorsement refund 604697281		One Call Home Services, LLC	
			001-000-000-321-99-00-00	Business Licenses	\$20.00
				Changed App from Home occupation to non resident.	
		Total Business License endorsement refund			\$20.00
		604697281			\$20.00
Total 67197					
67198					
		2025 - November - 1st Council Meeting			
		Business License endorsement refund 605958958		POV Community Youth Connections	
			001-000-000-321-99-00-00	Business Licenses	\$20.00
		Total Business License endorsement refund			\$20.00
		605958958			\$20.00
Total 67198					
67199					
		2025 - November - 1st Council Meeting			
		Replacement refund check AC Pudelpointers LLC		AC Pudelpointers LLC	
			001-000-000-321-99-00-00	Business Licenses	\$20.00
				Replacement for check 66815 lost in mail	
		Total Replacement refund check AC Pudelpointers LLC			\$20.00
					\$20.00
Total 67199					

Vendor	Number	Reference	Account Number	Description	Amount			
66815Void		2025 - November - 1st Council Meeting						
		Business License Refund lost in mail						
		001-000-000-321-99-00-00	AC Pudelpointers LLC					
			Business Licenses					
			Check lost in mail					
			Canceled Invoice					
		Total Business License Refund lost in mail						
		Total 66815Void						
		Total Business License endorsement refund						
Canon Solutions America	67200	2025 - November - 1st Council Meeting						
		Invoice - 42005598						
		001-000-000-513-10-48-01	Maintenance Copier			\$33.24		
		001-000-000-521-20-48-01	Maintenance Copier			\$17.01		
		001-000-000-591-18-70-01	1/4 Copier Lease			\$69.89		
		001-000-000-591-21-70-02	Police Copier Lease			\$124.06		
		101-000-000-543-30-48-01	Maintenance Copier			\$33.25		
		101-000-000-591-47-70-01	1/4 Copier Lease			\$69.89		
		410-000-000-534-34-49-03	Maint. Agrmt- Copier Machine			\$33.25		
		410-000-000-591-34-70-01	1/4 Copier Lease			\$69.90		
Total Canon Solutions America		411-000-100-535-35-49-03	Maint Agrmt. - Copier Machine			\$33.25		
		411-000-100-591-35-70-01	1/4 Copier Lease			\$69.89		
		Total Invoice - 42005598				\$553.63		
						\$553.63		
						\$553.63		
		Dept of Ecology	67201	2025 - November - 1st Council Meeting				
				Invoice - LN-000004964				
				411-000-100-591-35-72-03	Sewer & WWTP Facility Plans Loan Principal			\$2,410.70
				411-000-100-591-35-72-03	Sewer & WWTP Facility Plans Loan Principal			\$1,136.41
					Deferred interest principal			
411-000-100-592-35-83-03	Sewer & WWTP Facility Plans Loan Interest			\$700.99				
411-000-100-592-35-83-04	Sewer & WWTP Facility Plans Loan Admin			\$233.66				
Total Invoice - LN-000004964				\$4,481.76				
				\$4,481.76				
				\$4,481.76				
Total Dept of Ecology		2025 - November - 1st Council Meeting						
		Invoice - 14714888						
		411-000-100-535-35-31-00	Office & Operating Supplies			\$252.08		
		Total Invoice - 14714888				\$252.08		
		Invoice - 14720307						
		411-000-100-535-35-31-00	Office & Operating Supplies			\$4,499.43		

Vendor	Number	Reference	Account Number	Description	Amount
Total Hach Company					
	Total 67202			Portable water analyzer	\$4,499.43
					\$4,751.51
					\$4,751.51
IBS, Inc					
	67203			2025 - November - 1st Council Meeting	
		Invoice - 889399-1	411-000-100-535-35-48-00	Repair & Maintenance	\$678.29
		Total Invoice - 889399-1			\$678.29
	Total 67203				\$678.29
John Deere Financial - AUTO PAY					
	EFT 2025 Nov 1st Mtg - 1			2025 - November - 1st Council Meeting	
		2025 Annual Lease Payment			
			001-000-000-594-76-70-00	JD Equip Lease Principal - 1/4	\$11,720.97
			001-000-000-594-76-80-00	JD Equip Lease Interest - 1/4	\$465.77
			101-000-000-594-47-70-00	JD Equip Lease Principal - 1/4	\$11,720.97
			101-000-000-594-47-80-00	JD Equip Lease Interest - 1/4	\$465.77
			410-000-000-594-34-70-00	JD Equip Lease Principal - 1/4	\$11,720.98
			410-000-000-594-34-80-00	JD Equip Lease Interest - 1/4	\$465.76
			411-000-100-594-35-70-01	JD Equip Lease Principal - 1/4	\$11,720.97
			411-000-100-594-35-80-01	JD Equip Lease Interest - 1/4	\$465.77
		Total 2025 Annual Lease Payment			\$48,746.96
	Total EFT 2025 Nov 1st Mtg - 1				\$48,746.96
Total John Deere Financial - AUTO PAY					
JUB Engineers					
	67209			2025 - November - 1st Council Meeting	
		Invoice - 0188071	411-000-100-535-35-41-06	DOE Funding - Sewer Master Plan Waste Water Sewer Plan	\$17,472.20
			PR24		
		Total Invoice - 0188071			\$17,472.20
		Invoice - 0188160	411-000-100-535-35-41-06	DOE Funding - Sewer Master Plan Waste Water Sewer Plan	\$6,021.00

Vendor	Number	Reference	Account Number	Description	Amount
PR324					
Total JUB Engineers	Total 67209	Total Invoice - 0188160			\$6,021.00
					\$23,493.20
					\$23,493.20
Kimley-Horn and Associates, Inc. - DIRECT PAY					
	Direct Pay 2025 Nov 1st Mtg - 1	2025 - November - 1st Council Meeting			
	Invoice - 33677639		001-000-000-558-50-41-00	Professional Services	\$1,500.00
				On Call Planning	\$1,500.00
	Total Invoice - 33677639				\$1,500.00
	September 2025 Statement		001-000-000-558-50-41-05	Dept. of Commerce Climate Planning	\$30,000.00
				Climate plan update 2027	
	Total September 2025 Statement				\$30,000.00
	Total Direct Pay 2025 Nov 1st Mtg - 1				\$31,500.00
	Total Kimley-Horn and Associates, Inc. - DIRECT PAY				\$31,500.00
Life Flight Network					
	67204	2026 Memberships	2025 - November - 1st Council Meeting		
			001-000-000-511-60-20-00	Personnel Benefits	\$150.00
			001-000-000-513-10-20-00	Personnel Benefits 17+3=20%	\$150.00
			001-000-000-514-20-20-00	Personnel Benefits 17+3=20%	\$150.00
			001-000-000-521-20-20-00	Benefits 17+3=20%	\$450.00
			001-000-000-521-20-20-03	Leoff 1 Med Insur/LifeFlight	\$75.00
			001-000-000-576-80-20-00	Personnel Benefits +17(34)+3=(14%)	\$75.00
			101-000-000-543-10-20-00	Personnel Benefits +17+47+3=67%	\$150.00
			410-000-000-534-34-20-00	Personnel Benefits +17(29)+3=(9%)	\$75.00
			411-000-100-535-35-20-00	Personnel Benefits+17+19+3=39%	\$225.00
	Total 2026 Memberships				\$1,500.00
	Total 67204				\$1,500.00
Total Life Flight Network					\$1,500.00
LocalTel Communication - AUTOPAY					
	EFT 2025 Nov 1st Mtg - 2	2025 - November - 1st Council Meeting			
	10/15/2025 Localtel Statement		001-000-000-514-20-42-00	Communications	\$23.75
				Internet	
			001-000-000-521-20-42-00	Communications	\$90.00
			001-000-000-576-30-42-00	RV Park Communications	\$89.95
				RV Park	

Vendor	Number	Reference	Account Number	Description	Amount
Total LocalTel Communication - AUTOPAY		Total EFT 2025 Nov 1st Mtg - 2	001-000-000-576-80-42-00	Communications	\$33.59
			101-000-000-543-30-42-00	Communications	\$57.34
			410-000-000-534-34-42-00	Communications	\$147.29
			411-000-100-535-35-42-00	Communications	\$124.52
			Total 10/15/2025 Localtel Statement		\$566.44
Total LocalTel Communication - AUTOPAY					\$566.44
Oxarc	67205	2025 - November - 1st Council Meeting			
			Invoice - 0032440922		
			411-000-100-535-35-31-00	Office & Operating Supplies	\$1,539.12
			Total Invoice - 0032440922		\$1,539.12
			Invoice - 0032441495		
Total Oxarc		Total Invoice - 0032441495	411-000-100-535-35-31-00	Office & Operating Supplies	(\$225.00)
			Deposit on chemical container credit		
			Total Invoice - 0032441495		(\$225.00)
					\$1,314.12
					\$1,314.12
Pitney-Bowes -AUTO PAY	EFT 2025 Nov 1st Mtg - 3	2025 - November - 1st Council Meeting			
			Invoice - 1028305393		
			001-000-000-514-20-42-00	Communications	\$21.45
			101-000-000-543-30-42-00	Communications	\$21.45
			postage ink and postage stickers		
Total Pitney-Bowes -AUTO PAY		Total Invoice - 1028305393	410-000-000-534-34-42-00	Communications	\$85.81
			411-000-100-535-35-42-00	Communications	\$85.81
			Total Invoice - 1028305393		\$214.52
			Invoice - 3321338775		
			001-000-000-591-18-70-02	1/4 Postage Machine Lease	\$132.47
Total Pitney-Bowes -AUTO PAY	Total EFT 2025 Nov 1st Mtg - 3	2025 - November - 1st Council Meeting	101-000-000-591-47-70-02	1/4 Postage Lease	\$132.47
			410-000-000-591-34-70-02	1/4 Postage Machine Lease	\$132.48
			411-000-100-591-35-70-02	1/4 Postage Machine Lease	\$132.48
			Total Invoice - 3321338775		\$529.90
					\$744.42
PO CO Auditor	67206	2025 - November - 1st Council Meeting			
			Invoice - 74880		
			410-000-000-534-34-41-00	Professional Services	\$9.00
			Acct 2435.0 W/S lien		

Vendor	Number	Reference	Account Number	Description	Amount
			411-000-100-535-35-41-04	Professional Services	\$9.00
Total PO CO Auditor	Total 67206	Total Invoice - 74880			\$18.00
					\$18.00
					\$18.00
Public Safety Testing, Inc.	67207				
			2025 - November - 1st Council Meeting		
			Invoice - PST25-1156		
			001-000-000-521-20-49-00	Miscellaneous Expenditure	\$156.00
			3Q subscription service		
			Total Invoice - PST25-1156		\$156.00
Total Public Safety Testing, Inc.	Total 67207				\$156.00
					\$156.00
Vimly Benefit Solutions, Inc. - EFT	EFT 2025 Nov 1st Mtg - 4				
			2025 - November - 1st Council Meeting		
			November 2025 LEOFF1		
			001-000-000-521-20-20-03	Leoff I Med Insur/LifeFlight	\$856.10
			Total November 2025 LEOFF1		\$856.10
			Total EFT 2025 Nov 1st Mtg - 4		\$856.10
Total Vimly Benefit Solutions, Inc. - EFT					\$856.10
Water & Sewer Refunds	67208				
			2025 - November - 1st Council Meeting		
			Greater Newport Area Chamber of Commerce		
			July 2025 leak reduction	Metered Water Overage	\$10,084.57
			410-000-000-343-40-20-02		\$10,084.57
			Total July 2025 leak reduction		\$10,084.57
Total Water & Sewer Refunds	Total 67208				\$10,084.57
					\$10,084.57
Grand Total		Vendor Count	17		\$131,357.49

CITY OF NEWPORT
PAYROLL CHECK REGISTER
PAYDAY: October 25, 2025

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 EFT Payment PR 2025 Oct 2nd 1 through 10, as well as the Direct Deposit run 10/17/2025 for employees are approved for payment in the amount of \$88,108.61 this 3rd day of November, 2025.

Councilmember _____

Councilmember _____

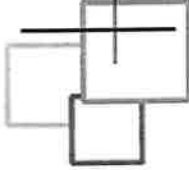
Councilmember _____

Councilmember _____

Councilmember _____

City Deputy Clerk/Treasurer 7. Hansen 10/17/25

Register



Number	Name	Fiscal Description	Cleared	Amount
Direct Deposit Run - 10/17/2025	Payroll Vendor	2025 - October - 2nd Council Meeting		\$42,044.92
EFT PR 2025 Oct 2nd - 1	Dept of Labor & Industry	2025 - October - 2nd Council Meeting		\$4,606.11
EFT PR 2025 Oct 2nd - 10	Vimly Benefit Solutions, Inc. - EFT	2025 - October - 2nd Council Meeting		\$19,050.58
EFT PR 2025 Oct 2nd - 2	Dept of Retirement - Def Comp	2025 - October - 2nd Council Meeting		\$952.50
EFT PR 2025 Oct 2nd - 3	Dept of Retirement Systems	2025 - October - 2nd Council Meeting		\$6,802.04
EFT PR 2025 Oct 2nd - 4	EFTPS	2025 - October - 2nd Council Meeting		\$13,013.37
EFT PR 2025 Oct 2nd - 5	Employment Security	2025 - October - 2nd Council Meeting		\$113.64
EFT PR 2025 Oct 2nd - 6	Employment Security - LTC	2025 - October - 2nd Council Meeting		\$264.37
EFT PR 2025 Oct 2nd - 7	Employment Security - PMFL	2025 - October - 2nd Council Meeting		\$382.58
EFT PR 2025 Oct 2nd - 8	Idaho State Tax	2025 - October - 2nd Council Meeting		\$811.00
EFT PR 2025 Oct 2nd - 9	PORAC Legal Defense Fund	2025 - October - 2nd Council Meeting		\$67.50
				\$88,108.61