



**WAITSBURG CITY COUNCIL
REGULAR MEETING**

February 22, 2018

7:00 P.M.

Lions Club Community Building – Fairground Facility

AGENDA

- | | | | |
|-------------------------------------|------------|--|--------|
| I. Meeting Call to Order | Mayor | | |
| a. Pledge of Allegiance | | | |
| II. Roll Call | City Clerk | | |
| a. Agenda Approval | Discussion | | Action |
| III. Approval of Minutes | | | |
| a. July 17, 2017 | Discussion | | Action |
| IV. Public Comment | | | |
| V. New Business | | | |
| a. Public Works Job Classifications | Discussion | | |
| b. Ordinance 2018-1049 | | | |
| City Election Process update | Discussion | | Action |
| c. Water meter replacement project | Discussion | | Action |
| d. Fairgrounds Task Force update | Discussion | | |
| e. City Recycling Program | Discussion | | Action |
| VI. Unfinished Business | | | |
| a. Street Improvement Projects | Discussion | | Action |
| VII. Mayor's Report | | | |
| VIII. Council Reports | | | |
| IX. City Clerk Report | | | |
| X. Approval of Bills | | | |
| XI. Adjournment of Meeting | | | |

Memo

To: Mayor and City Council
From: City Administrator – Randy Hinchliffe
Date: 2/15/18
Re: Agenda Items

Mayor and City Council Members: Here is the agenda item summary for the February regular meeting

New Business

- a. Public Works Job Classifications.** Discussion related to the make-up of current public works positions and the possibility of reinstating the assistant public work director/waste water treatment plant operator.
- b. Ordinance 1049.** Ordinance updating the City Municipal Code to address times when a full slate of candidates for the City Election does not occur.
- c. Water Meter Replacement Project.** See enclosed memo.
- d. Fairgrounds Task Force Update.** See enclosed memo.
- e. Recycling.** See enclosed email from BDI.

Unfinished Business

- a. Street Improvement Projects.** See corresponding memo.

Let me know if you have any questions prior to the meeting on Thursday

Randy Hinchliffe
City Administrator

Waitsburg City Council Meeting – January 17, 2018

Mayor Pro Tem ouse called the meeting to order at 7:00 p.m.

Roll Call

City Clerk Randy Hinchliffe called the roll. The following were present:

Mayor Pro Tem: Kevin House

Council Members: Kate Hockersmith, Jim Romine, Terry Jacoy, abd Student Representative Leena Baker

Others: On file at City Hall

Agenda Approval

With no additions, the agenda was approved and passed unanimously.

Approval of Minutes – December 20, 2017 Regular Meeting

With a minor wording change, minutes were approved and passed unanimously

Public Comment

Joy Smith representing the Waitsburg Commercial Club presented the City with its membership certificate for the upcoming year.

New Business

a. Street Improvement Projects

Discussion items related to the possibility of widening E. 7th between Main and Coppei Ave and W. 5th between Main and Arnold Lane. Council asked staff to get feedback on the project from the various property owners before proceeding. Discussion only, no action taken.

b. Park and Ride area development

Discussion item related to the development of a park and ride area on the site of the old County Shop at the north end of Main Street. Council was supportive of the idea and asked staff to proceed with project.

Mayor's Report

No report.

Council Reports

Council Member Hockersmith reported on various Committee work

City Clerk Report

City Clerk Randy Hinchliffe updated the City Council on various matters related to the day to day operations of the City.

Public Works Update

Public Works Director updated the City Council on the various public works operations of the City.

Approval of Bills

With no questions related to the City's obligations, Council Member Romine moved to approve with Council Member Hockersmith seconding. Motion to approve the bills was approved and passed unanimously.

December Payroll Clearing (Warrants 21718 - 21725)	\$16,774.94
-Includes direct deposit run on 11/28/2017 for \$8,627.97	
January Payroll Clearing (Warrants 21727 - 21732)	\$17,456.07
-Includes direct deposit run on 1/12/2018 for \$8,633.10	
Claims Clearing Vouchers (Warrants 21733 - 21769)	
-Includes warrants for Pay requests	<u>\$84,091.53</u>
Total	\$118,322.54

Adjournment of Meeting

There being no further business, the meeting was then adjourned at 8:07 p.m.

Approved:

2/22/2018

Attest:

Mayor

City Clerk

Memo

To: Mayor and City Council
From: City Administrator – Randy Hinchliffe
Date: 2/15/18
Re: Agenda Item a

Mayor and City Council Members

It has gotten to the point within the public work that it is probably time for the City to consider changing the make-up/hierarchy of the public work positions.

Essentially we have the public works director, and then public work labors below him with no assistant or lead to run things when he is gone. Having no secondary employee in charge of tasks when the director is gone can lead to confusion on what to do or who to ask when questions arise.

Some of the problem comes from the fact that beyond the director, none of the other public works employees have been with the City for any great length of time and lack a certain amount of institutional knowledge. It's not to say that a single person couldn't handle the responsibility but with the limited amount of time working for the City, they might not have the knowledge of systems and tasks well enough to be in charge on a temporary basis as somethings are learned over time.

Even as the second longest tenure employee and all my knowledge of the City, I don't know all the day to day responsibilities of the public works department and it really takes someone on site to run things when the public works director is gone.

In years past it was common place to have an assistant public work director who was also in charge of the waste water treatment plant, but with all the turnover we have experienced over the years, we haven't had a employee with the time in/knowledge to where we felt comfortable giving them this responsibility. We are finally at a stable working relationship among the public works employees that we could bring this position back and relieve some of the issues associated with the Public Works Director being off for periods of time.

At this point in time, two of the public works employees have sufficient working history with the City and both have or will have the certifications to operate our waste water treatment plant; it would just become a question of whom the Mayor/City Council feels would be a better fit in a supervisory role with the City based on interviews and current management input.

If we decide to bring back the position, we could make it as easy as offering the opportunity to both employees, have the council hold a series of interviews, then have an executive session to discuss qualifications and ultimately offer the position to the one of the two employees if the Council felt one of the employees was a better fit for the job.

Jim will be in attendance to provide input on the public works department workings. Let me know if you have any questions prior to the meeting on Thursday

Randy Hinchliffe
City Administrator

ORDINANCE 2018-1049

AN ORDINANCE OF THE CITY OF WAITSBURG, WASHINGTON, ADDING TITLE 3, CHAPTER 1, SUBSECTION 150 TO THE WAITSBURG MUNICIPAL CODE

WHEREAS, the City staff regularly reviews the City Municipal Code to identify necessary changes, clarifications, updates, and amendments; and

WHEREAS, the City staff has determined that updates are needed to the City Municipal Code to add, amend or repeal various sections of the code; and

WHEREAS, during the 2017 City Election, the initial filing did not yield a full slate of candidates for the City Election, and

WHEREAS, the City Council had to reopen the filing period for two weeks after the close of the initial filing period as a means to produce a full slate of Candidates, and

NOW THEREFORE, the City Council of the City of Waitsburg ordains as follows:

Section I. Code Sections to be added. Waitsburg Municipal Code, Title 3, Chapter 1, subsection 120 is amended as follows (language to be deleted is struck through; language to be added is underlined):

3.01.120. If a void in candidacy for any city office occurs after the last day for filing declarations of candidacy, or if a full slate of candidates has not been filed with the City Clerk prior to the last day for filing declarations of candidacy, the filing period shall automatically be reopened for a period of three days beginning on the next until the last business day in March. If the election (usually held on the first Monday of April of each year pursuant to the Territorial Charter) must be postponed due to the delay in receiving sufficient candidates, the annual election will occur on the third Monday in April.

Section II. This Ordinance shall take effect immediately upon passage by the Council and publication as required by law.

Passed by the Waitsburg City Council this 22th day of February, 2018.

APPROVED

APPROVED AS TO FORM

Mayor Marty Dunn

City Attorney Jared Hawkins

ATTEST:

City Clerk Randy Hinchliffe

Memo

To: Mayor and City Council
From: City Administrator – Randy Hinchliffe
Date: 2/14/2018
Re: **Agenda Item c**

The City put out a request for proposal for the water meter replacement project to 5 area contractors in hopes we would get a decent price to replace the approximately 550 water meters around the City.

Three showed interest and two actually came out to look at the project and talk to Jim and I, but only one submitted a proposal before the deadline. C&E trenching proposed a cost of \$374,100 or \$680 per meter; which is way higher than we thought it would come it at as we were figuring about \$700 or so per meter including the meter and associated parts; which the City is providing.

I talked to one of the other contractors who estimated it to be around \$209,000; which again is way higher than we thought it would be.

Since there is no engineering involved in the project and is really only dependent on finding the labor to do the install, Jim and I talked about hiring a couple of people short term; showing them how to do the replacement and use some of the loan proceeds to cover their wages over the course of about 6 months. We figure that a couple of people should be able to complete at least 4 to 5 meters a day; which would require approximately 110 day or 5 ½ months to complete all the replacements.

I ran the idea past the Mayor who suggested that we reach out to the Community College to see about getting a few recent or pending graduates from the irrigation program to do the install and at the time of writing this memo have not hear back from the College yet, but will hopefully know something by the meeting on Thursday. We will need to pay a little better than a regular labor wage to incentivize it and help cover travel costs as they will most likely be coming out from Walla Walla. I was thinking of offering them \$25.00 hour which with a two person crew over the course of 6 months would cost approximately \$50,000; which in turn actually saves the City money as less labor expense would be needed to do the meter install and the work would be done by City employees and not prevailing wage contractors.

By going this way, we are going save somewhere in the area of about \$75,000 on the originally estimated \$350,000 project as the parts cost (including software and handheld) is already known at about \$225,000.

If this a path you think we should take, we will need to reject the one bid and move forward with two seasonal positions and do some amendments to the budget once we know the level of interest from the College.

If you should have any questions regarding any of the agenda items or would like further information, please feel to contact me during regular business hours prior to the meeting on Thursday.

Randy Hinchliffe- City Administrator

Memo

To: Mayor and City Council
From: City Administrator – Randy Hinchliffe
Date: 2/14/2018
Re: Agenda Item d

City Council members,

As assigned, the Fairgrounds Task force has been working over the past 3 months or so to come up with a recommendation on the future of the grandstands facility and whether it gets demolished or rehabilitated.

I reached out to half a dozen contractors to get a cost estimate on doing the repairs prescribed by the structural engineer hired by the City; which little or no response and of the responses I did get, they recommended demolition over rehabilitation. As you may recall, Richard Nicely approached City Council late last year about doing the work. As such he (Pillars of Society Woodworks) submitted a general costs proposal of \$41,000 to rehabilitate the grandstands facility. Price proposal is somewhat limited and doesn't give a detailed cost breakout for the required improvement areas to the grandstands; but he offered to produce a more detailed cost proposal for a cost of \$350. It is the task forces opinion that \$41,000 is unlikely to cover the full cost of the rehab and suggested that the cost estimate be doubled to cover any unknown contingencies.

At this point the groups see a few paths forward related to the grandstands which are as follows:

Demolish the structure: Demo the structure either through a general contractor or salvage company. Estimated cost \$20,000; \$5,000 contribution from the City's insurance company if the City chooses to tear down the structure

Combination Demo/Rebuild: Actual price is not known as it was unclear what type of replacement structure would be built but based on engineering and architect opinions, it would be in range of about \$500,000.

Rehabilitation: Repairing of the structure to meet public safety standards, estimated cost \$75,000+ (includes base price of \$41,000 plus any unknown contingencies and taxes.

For the February City Council meeting and the general update of activity from the task force, it is recommended that the City Council consider adding an advisory item to be placed on the ballot for this year's election with a simple yes or no vote to save the structure. Item description would include cost estimates for the range of options associated with demolition and rehabilitation.

Wording and actual approval of the advisory item would come before the City Council at the March meeting where it was suggested that the City Council hold a community meeting to gauge community interest in the project and to get a sense of whether the overall citizenry support/don't support the idea of rehabilitating the structure.

If you should have any questions regarding any of the agenda items or would like further information, please feel to contact me during regular business hours prior to the meeting on Thursday.

Randy Hinchliffe- City Administrator

PILLARS OF SOCIETY WOODWORKS, LLC

Richard Nicely

509-847-8333

From: **richard nicely** <mynameisgonnabe905@gmail.com>

Date: Monday, February 12, 2018

Subject: Scope of work, waitsburg grand stand

To: Lane Hill <10tonpress@gmail.com>

Hello Lane,

Beau and I have been going back through all of our notes on the waitsburg grandstand. While it is entirely possible to generate a comprehensive line item quotation, it requires a comprehensive documentation and investigation of current conditions at approximately 350 individual connection points throughout the structure. We did perform a complimentary assessment for the Dayton Friends of the Fairgrounds group, who then opted to have us perform that more in-depth analysis and scope of work recommendation. The fee that we agreed to with that group, for that level of consultation was \$350.00. This is only to recover the costs that we incur in generating the information. We are happy to do that for you if you believe it is part of a viable path to your objective. We are currently busy at the BAR-Z RANCH reconstructing the heritage barn here, and our schedule after that is not completely filled yet.

Hope things are going well,
Rick

On the original meeting notes were the following figures:

- **Install 36 pier footings, 24" burial, 24" sonotube above 12" thick 24"x24" spread footing with reinforcing steel. Finish elevation 12" above grade.**
- **Wet-set 36 post base brackets for 6x6 structural post to footing connection**
- **Repair or replace existing goods bracing.**
- **Correct elevation issues causing sagging.**
- **Correct leaning issues causing racking effect.**
- **Upgrade to Simpson hardware connections at approx 300 locations including rafters and stringers.**

From: richard nicely <mynameisgonnabe905@gmail.com>

Date: February 6, 2018 at 8:50:58 AM PST

To: Lane Hill <10tonpress@gmail.com>

Subject: **Re: Scope of work, waitsburg grand stand**

Hello Lane,

In response to your inquiry yesterday, we have reviewed the scope of work for the maintenance of the grandstands structure. As we stated at the prior meetings held on this matter, our company can perform the construction related building issues set forth in paragraph A sub sections 1 through 6 in the manner previously described at length, for a cost of \$41,000. As for scheduling, we are getting booked up fast for the 2018 season. We are already scheduled on projects running from now till mid summer. The grandstands are a great asset. I truly hope the community thinks that way.

Hope this helps, Rick

Randy Hinchliffe

From: P&J Davison <pjdavison@q.com>
Sent: Wednesday, February 14, 2018 4:08 PM
To: Randy Hinchliffe
Cc: KC Kuykendall; Lane Hill; Hockersmith; Davison, Jim
Subject: Re: Meeting Summary

Perhaps there should be 3 options: (1) Remove--\$20,000; (2) Make useable--\$40-80,000; (3) Full restoration up to current codes--\$500,000.

Jim Davison

From: "Randy Hinchliffe" <rjhinch@gotvc.net>
To: "Hockersmith" <Hockersmith@charter.net>
Cc: "KC Kuykendall" <KC@emailSSG.com>, "P&J Davison" <pjdavison@q.com>, "Lane Hill" <10tonpress@gmail.com>
Sent: Wednesday, February 14, 2018 3:08:59 PM
Subject: RE: Meeting Summary

Don't get me wrong as I would like to see this thing move forward in some way whether we tear it down or fix it. I think there is too many unknowns to expect that it will only cost \$41,000; especially when every contractor, engineer and architect I talk to says that \$500,000 is a more reasonable price on something like this. The contractor will be required to pay state taxes as the project is over \$35,000: which at our tax rate is an extra \$4400 on top of the \$41000. Not to mention the building permit he will be required to get and pay for is probably going to be in the \$1500 range. So that \$6000 more without even doing any work, not to mention he wants \$350 to do an actual proposal. In the end, its going to have to certified by someone that it meets public safety standards or it won't be able to used; which is going to cost money as I highly doubt Mr. Raby is going to do it for free.

We agreed yesterday that its unlikely that it will only cost \$41,000, so unless we are willing to tell him up front that change orders will not be considered or approved and he has to do it \$41,000 whether he loses money or not, it going to will be more than his proposed price. Every project we have ever undertaken has included a contingency and I think it would be a disservice to tell the voters that its only going to cost \$41,000 and all of sudden it is now \$50 or \$60,000 when we portrayed as something it isn't.

From: Hockersmith [mailto:Hockersmith@charter.net]
Sent: Wednesday, February 14, 2018 12:08 PM
To: 'Randy Hinchliffe'; 'KC Kuykendall'; 'P&J Davison'; 'Lane Hill'
Subject: RE: Meeting Summary

Okay, Just for the record.....My opinion yesterday was not, and is not..... that it will cost more than the Pillars of Society \$41, 000 bid to repair the grandstands. I agreed that construction projects can (and do) go above budget and that it would be wise to have the extra cash on hand in case this project comes up against unseen problems that end up costing the city more than we expected.

This should have the estimated cost as \$41,000.....and mention that we should budget \$75,000 in case of unforeseen issues. NOT.....the other way around. Unless we approach ***every*** city funded project with the idea that it will cost twice as much as the lowest bid.....this is inappropriate.

There is a BIG difference in those two options.

If this can't be put to the public in an unbiased manner.....it could seriously bias ANY results that city-wide voting could generate.

Kate

From: Randy Hinchliffe [<mailto:rjhinch@gotvc.net>]

Sent: Wednesday, February 14, 2018 8:26 AM

To: KC Kuykendall <KC@emailSSG.com>; 'P&J Davison' <pjdavison@q.com>; Kate Hockersmith <hockersmith@charter.net>; Lane Hill <10tonpress@gmail.com>

Subject: Meeting Summary

Here the meeting summary from yesterday that we can present to the City Council in relation to the Grandstands and a path forward to revitalizing the fairgrounds.

Pillars of Society Woodworks (Richard Nicely) submitted a general costs proposal of \$41,000 to rehabilitate the grandstands facility. Price proposal is somewhat limited and doesn't give a detailed cost breakout for the required improvement areas to the grandstands; but offered to produce a more detailed cost proposal for a cost of \$350. It is the task forces opinion that \$41,000 is unlikely to cover the full cost of the rehab and suggested that the cost estimate be doubled to cover any unknown contingencies.

At this point the groups see a few paths forward related to the grandstands which are as follows:

Demolish the structure: Demo the structure either through an general contractor of salvage company. Estimated cost \$20,000; \$5,000 contribution from the City's insurance company if the City chooses to tear down the structure

Combination Demo/Rebuild: Estimated price was not determined as it was unclear what type of replacement structure would be built

Rehabilitation: Repairing of the structure to meet public safety standards, estimated cost \$75,000+ (includes base price of \$41,000 plus any unknown contingencies and taxes.

For the February City Council meeting and the general update of activity from the task force, it was recommend that the City Council consider adding an advisory item to be placed on the ballot for this year's election with a simple yes or no vote to save the structure. Item description would include cost estimates for both demolition and rehabilitation.

Wording and actual approval of the advisory item would come before the City Council at the March meeting where it was suggested that the City Council hold a community meeting to gauge community interest in the project and to get a sense of whether the overall citizenry support/don't support the idea of rehabilitating the structure.

Feel free to suggest changes as you see fit.

Randy

Jim Davison's concerns regarding Waitsburg Fairground Grandstand as of 2/13/18

1. Continued potential liability by keeping grandstand as is until any decision is made
2. Length of time since grandstand was first discussed with little progress
3. Amount of money spent on researching condition/feasibility of grandstands with little progress
4. Lack of notable progress since grandstand task force was formed
5. Lack of serious consideration of other non-structure options for seating for various events, such as tiered seating in slope of ground w/o building a structure, resulting in lower construction and maintenance costs
6. Assumption that an advisory vote on election ballot will give reliable & accurate feedback when voter turnout is generally well below 50% of eligible voters (2016 showed 260 votes out of 737 registered voters—35% turnout--source: http://www.union-bulletin.com/news/local_governments/waitsburg/waitsburg-voters-re-elect-mayor/article_4e094c00-fb51-11e5-a1d0-2334e2ada38c.html)
7. Assumption that a new fairgrounds advisory board will be more effective and/or interested than predecessors
8. Possibly delaying grandstand decision further to allow time to spend additional money to possibly hire a consultant to determine best use of fairgrounds
9. IF made usable, it will be interesting to see how much use it gets for the investment

Randy Hinchliffe

From: Francisco Alcala <francisco@basindisposal.com>
Sent: Thursday, February 15, 2018 3:38 PM
To: rjhinch@gotvc.net
Cc: Kelly Steinhoff
Subject: Waitsburg Recycle Container
Attachments: Waitsburg Recycle 2017 Invoice Detail.pdf; Waitsburg Recycle 2017 Invoice.pdf; WRRRA List of Preferred Materials in Commingled Recycling Programs 2018.pdf; Pioneer Recycle.pdf

Hi Randy,

I've been assigned to manage our recycle container accounts. I'm reaching out to you about your recycle account with us. For 2017 Waitsburg had the recycle container hauled six times with a total of 11.71 tons of recycle. Basin Recycle is no longer paying us for aluminum and newsprint because of contamination of the recycle received, so what we are left with is all comingle recycle, unless it's cardboard.

If we haul the recycle container another six times this year, with a total of 12 average tons at the current market rate, it would cost the city of Waitsburg \$1635.00 (\$90/ton pioneer charge, plus \$46.25/ton Basin Recycle charge) plus \$1545.48 (\$257.58 X 6) for the hauls. Your total estimated bill would be \$3,180.48 or more for 2018.

The market for recycle has continued to decline. Comingle recycle is now costing us more than garbage. Darrick wanted me to reach out to you to see if the city still wants to participate in the recycling program. If the city is still interested in recycling, is it okay to bill the recycle account monthly instead of once a year?

I've attached 2017 recycle account invoice. I've also included Pioneer's recycle commentary.

Feel free to reach out to me if you have any questions.

Thank you,

Francisco Alcala

PO Box 3850, Pasco, WA 99302
509-544-7709 office | 509-547-8617 fax
Francisco@BasinDisposal.com

BASIN
disposal

Darrick & Francisco,

The market for recyclables has continued to move lower in February. This results from the precipitous decline in demand from Chinese buyers....Stop!! --- Somehow the normal "economist speak" just doesn't do justice to the current state of the market for recyclables. A better way to describe the current situation is something like "The market for paper recyclables is a total mess." Or in yet a different way, "As bad as things were in January, they have gotten worse in February".

Why a mess and how are conditions worse? Well for one, we have heard from several of the largest Chinese buyers that their firms are not placing **any** orders for the entire month of February. The buyers are not placing orders in February because they are unclear about what quality will ultimately be acceptable and they are equally uncertain about who can provide it. Secondly, the Chinese government is now asking for quality beyond even the published standards of one-half of one percent for ONP by including new requirements for at least 70% groundwood content and not to exceed 2 % brown fiber. The Chinese buyers know most areas of the US no longer have enough printed newspaper to meet this new standard.

With China out of the market for paper altogether, recyclers have been forced to find alternative places to sell their paper. This process is a bit like playing the kid's game of musical chairs. There simply isn't enough demand from non-Chinese mills to cover all of the supply. Incredibly, despite this demand supply imbalance, Pioneer was able to secure the orders needed for all of January and most of February, albeit at a dramatically lower price. In spite of this success, we remain worried about our ability to find the orders we need for March. Should we be unable to do so, landfilling of sorted paper is a serious possibility.

What does the current situation inform us about the future? Looking forward Pioneer is planning for:

1. Continued rigorous enforcement of China's new quality standards. The government is not likely to back down.
2. China will buy finished rolls of paper from other countries to meet their own packaging needs rather than buy "sub-standard" recycled material on the world market. The increased demand for rolls will encourage new roll production from all countries that can economically ship to China including the West Coast of the U.S... While this process will likely takes years, each new mill or paper machine conversion will increase demand for recycled fiber.
3. Chinese manufacturers will have to pay more for the packaging materials they need to ship their products for many years to come. This will encourage them to seek substitutes for paper packaging materials.
4. Substitution will mean a structural reduction in demand for recycled fiber worldwide which will dampen the price all other things being equal.

With regards to future pricing of recycled materials, values are likely to remain low for the foreseeable future. As new roll production is brought on line elsewhere in the world, pricing should improve subject to the use of substitute packaging materials by Chinese manufacturers.

With regards to the new quality requirements, I want to assure you that Pioneer is working daily to develop and implement new processes that will improve our quality. Additionally, Pioneer is working with equipment vendors to add new optical systems for the sorting of paper which should also improve quality.

Even with all of our process changes and expected investment, we still will need your help to encourage residents to provide only acceptable items for recycling in their collection cart. Attached to this email is a suggested list of acceptable items for recycling which has been endorsed by both the Washington Refuse and Recycling Association (WRRRA) and the Oregon Refuse and Recycling Association (ORRA). We hope you will work with your customers to encourage adoption and adherence to the attached list of items.

Thank you for your support. We appreciate your business.

Dave Claugus



916-205-3136

BASIN RECYCLE PAID JAN-JULY 2017
BASIN DISPOSAL PAYABLES/RECEIVABLES

		1017419										
VENDOR #	VENDOR											TOTAL
5WAIT	NAME	OCC	NEWS	ALM	GLASS	COMINGLE	FLM	HAUL/PROC	RENT	Recy. Chrgs as GB	Due	
JAN	5WAIT	WAITSBURG						(\$245.00)		(\$50.49)	(\$295.49)	
FEB	5WAIT	WAITSBURG									\$0.00	
MAR	5WAIT	WAITSBURG									\$0.00	
APR	5WAIT	WAITSBURG									\$0.00	
MAY	5WAIT	WAITSBURG						(\$252.10)			(\$252.10)	
JUNE	5WAIT	WAITSBURG									\$0.00	
JUL	5WAIT	WAITSBURG						(\$252.10)			(\$252.10)	
AUG	5WAIT	WAITSBURG				(\$12.67)		(\$252.10)			(\$264.77)	
SEPT	5WAIT	WAITSBURG									\$0.00	
OCT	5WAIT	WAITSBURG				(\$204.80)		(\$252.10)			(\$456.90)	
NOV	5WAIT	WAITSBURG									\$0.00	
DEC	5WAIT	WAITSBURG				(\$121.37)		(\$257.58)		(\$20.28)	(\$399.23)	
Total due			\$0.00	\$0.00	\$0.00	\$0.00	-\$338.84	\$0.00	-\$1,265.98	\$0.00	-\$20.28	(\$1,625.10)

Memo

To: Mayor and City Council
From: City Administrator – Randy Hinchliffe
Date: 2/15/18
Re: Agenda Item Unfinished Business a.

At the last Council meeting it was decided that I get some feedback on the various street widening projects before we move forward with any actual construction work.

I have included the letters/emails from various property owners along W 5th street in regards to that section. A few others came in to talk to me who were generally for it (including the Presbyterian Church), and in total it is probably 50/50 split between for and against the project.

No property owners on the section of E. 7th between Main and Coppei responded to my letter; which to me indicates an acceptance of the idea of widening that street.

You need about 600 feet of curb to make using a curb machine worth it and I estimate the entire project for both sections of road where prep work is need would probably cost in the range of \$10-\$15,000. There will be some sidewalk/driveway work on E. 7th. The entire curb would need replaced on E. 7th as well as the first block of W. 5th from Main to Orchard.

In my opinion, the project makes sense and would ultimately improve the road surface and traffic flow along both sections. W. 5th is somewhat unique in that the problem areas of the road is due to development of road at a northerly angle towards Arnold lane with build out into the Right of Way by one for more property owners. Most of the other streets where not developed the same way and have gravel strips and don't have curb and gutter.

Let me know if you have any questions prior to the meeting on Thursday

Randy Hinchliffe
City Administrator

Randy Hinchliffe

From: cheryl smith <beaudarttyler@yahoo.com>
Sent: Monday, February 05, 2018 5:45 PM
To: rjhinch@gotvc.net
Subject: Roadway Improvements

Randy:

This is in response to the recent letter dated January 25, 2018 regarding the possible road improvements on 5th street in Waitsburg.

First, right up front I am notifying you and the City Council that I am opposed to proceeding as there appears to be no necessary basis for such a project. The statement that "The end result being an expanded roadway to better allow for east and west vehicle travel when local events require the use of the side street for bypassing the City or for use as parking, narrowing the roadway" is both non understandable as well as nonsensical. How does the end result "narrow the roadway" fit into expanding the roadway?

When events do take place in Waitsburg (and I am assuming you are referring to the three times a year there are parades) fifth street is not even a part of the event traffic. Parking is not needed on the street as no one uses that road (with the exception of a horse drawn carriage during the festival in September) for event travel or parking. Fourth and sixth street are both high traffic areas during the parades and if the the city is looking for projects to work on, possibly those two streets would better be improved on not fifth. Is there another reason the road improvement is being requested that we are not being told? Because the issue of event traffic just does not fit.

"The majority of properties will be unaffected by the work as most already utilize driveways and off street parking for their vehicles." Please take a drive down 5th street. I have no driveway on my property. I park under the Dogwood tree that has been there for many years and taking away that street parking leaves me with no place to park the only vehicle that I have. Should I start parking on my lawn? The heirs of Delores Gohman's property as well as Jeremy Elsey and Robin (unknown last name) all use parking on the easement.

What will happen to all the mature trees lining that side of the street, mine already mentioned as well as others further down the road? We need them in our community and for some reason we are seeing the removal of many of the mature trees that afford much needed shade and wildlife habitation. I have heard residents comment that we are finally getting some of the birds back that have been missing for some time. Can we curb the constant improvements of more asphalt and concrete and let our little rural town be a little rural town?

5th street has too much traffic as it is now. Every morning at 4:20 traffic starts and as best as I can observe the speed for some of these vehicles is often 40 to 50 miles an hour. We also have the issue of the Catholic church's use of this road for their services weekly and again an excessive speed is being driven as we residents who live and raise our families here are subject to on a regular basis. It doesn't appear anyone is having any issues getting back and forth on our street.

Every summer our community is subject to constant heavy equipment noise from morning - sometimes starting at 7Am until evening. It is tiring and so far I have not seen any changes that have made this a more desirable community to live in. Quite the opposite, as we can see by the numbers of residents moving out of the area.

It would be much better to make improvements in this town that benefit the well being of everyone here. Maybe this is a way to bring income to some of the businesses or city employees that make the improvements but there has to be a more beneficial way to grow our town into a special community.

I commend you because I know you are working hard to bring money to Waitsburg through grants and are trying to work the economic shortfalls we experience with different ideas and projects. But somehow we need to come up with new tactics. Many of us are looking to vacate this community because it just isn't very pleasant to live in anymore.

Sharon Psenak

C Larry & Deanne Johnson
PO Box 186
121 W 5th Street
Waitsburg, WA 99361
509 337-6145

February 1, 2018

Mayor M. Dunn
Waitsburg City Council
Mr. R. Hinchliffe, City Administrator
PO Box 35
Waitsburg, WA 99361

RE: Roadway Improvements

Dear Honorable Mayor Dunn, Honorable City Council and Mr. R. Hinchliffe

We are receipt of letter from Mr. Hinchliffe dated January 25, in which we are advised that the City is working on a proposed roadway project that will negatively impact our property by widening the south side of 5th St. by 7 feet. For the record, please note that we as land owners and tax payers strongly object to this proposal.

As the council knows, 5th St. is sufficiently wide for the traffic density which is minimal. Main St. is the same width as 5th St. There is minimal parking on both 5th St. and Main St.

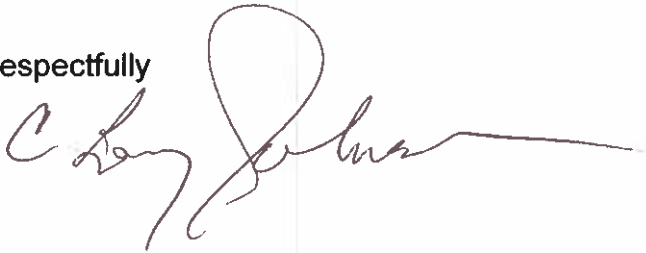
Last fall, the City undertook a related and ill-conceived project on the west end of 5th St. The project constructed a sidewalk that followed the path of least resistance which now is partially the justification for this poorly proposed street widening project. The sidewalk intrudes dangerously into the roadway and has no curb and gutter for drainage which seems not to have been a consideration. I do not know of a single neighbor that is pleased with this proposal.

Last October we became aware that something was in the works regarding street widening. I specifically requested project drawings, cost estimates, bids, plats of the original Butler Subdivisions and any other letters of objection, etc. I received a response that the project was in the very beginning stages of planning work. No project drawings, designs or cost estimates had been made. Do we now have this information and is it available to the public and the Council for evaluation?

Should we have surplus grant money or tax money, we have numerous other streets that should have much higher priorities such as 7th and 8th Streets between Coppei Ave. and Main St. These two streets have greater traffic density and are frequently used by semi-trucks and large agricultural tractors and combines. If we were to look around we could find other areas that also need attention.

Lastly, we are very concerned about the negative impact this will have on property values up and down the street. The impression we get is that this project will not be equal to the quality of construction of 7th St. We understand that there would be no new pavement, no curb and gutters, no storm drainage, just fill in with gravel and chip-seal. If it is that important that this project be constructed, all these items should be included as well as equalizing the 7 ft on both sides of the street.

Respectfully

A handwritten signature in dark ink, appearing to read "C. Larry & Deanne Johnson". The signature is fluid and cursive, with a large loop at the top and a long horizontal stroke extending to the right.

C. Larry & Deanne Johnson

Attachment: City letter of January 25, 2018

clj

6 February 2018

Bud Nance
P.O. Box 831
Waitsburg, Wa. 99361

Mayor M. Dunn
Waitsburg City Council
R. Hinchliffe, City Administrator
P.O. Box 35
Waitsburg, Wa. 99361

Dear Mayor Dunn, Members of the City Council & Mr. Hinchliffe,

In reference to your letter regarding "Roadway Improvements" dated 25 January 2018, after careful review, I believe there are many other areas in our city that would be better served by funds from "State Grants" than widening West 5th. Street.

The road it's self is fine and the insignificant traffic flow on West 5th does not warrant the added expense and inconvenience involved in widening it.

With reference to your issue of resident parking, the City would be better served if it would just enforce existing Ordinances and State RCW's. The City Ordinance has a 72 hour parking limit for unattended vehicles yet, we have vehicles parked in the street for weeks and months at a time. After the sidewalk was installed, residents were told "by someone from City" that if they need additional parking space "the City has no problem with parking on the sidewalks" in violation of RCW 46.61.570 which specifies "there is no parking on sidewalks except for loading and unloading". As you well know, parking on the sidewalks puts pedestrian traffic in jeopardy having to walk out into the street around the parked vehicles. On the other hand, since the sidewalk was installed, we've had only 2 pedestrians walk down the street with their dogs and, they were walking down the street instead of on the sidewalk so essentially, the sidewalk was a waste of resources at tax payers expense. And, had the engineer in charge of the sidewalk installation insisted the sidewalk be installed on the right-a-way instead of a 10 foot variance, the parking issue would have been solved. The added cost of removing said barriers would of been far less than the cost of construction and paving crews to remove additional barriers and further widen West 5th a meager 7 feet.

With reference to the parishioners at the Presbyterian Church, they should be required to park in the parking lot directly across the street from the Church. It's utilized by school employees but not on Sundays or the summer months. The lot is large enough for their vehicles and it's no farther to walk to the church than it is to park down both sides of West 5th or Main Street. The State and City expenditures would be much, much less just to post West 5th with several signs stating "NO PARKING IN THE STREET OR ON THE SIDEWALKS".

The personal needs of a few residents should not be a inconvenience to all the other residents. And I can assure you, if the street is widened just to accommodate individuals parking needs, there will be a large number of trailers, boats, campers, ATV's, etc., lined up and down the street permanently. Myself and others should not be subjected to having to look at said vehicles on a constant basis. It is a nuisance, a detriment to our property values and totally unacceptable! It also defeats the purpose of widening the street.

West 5th could also use posted speed limits signs or speed bumps in the street because we have residents that travel up and down our street at 30 to 35 miles per hour which is very reckless especially with children present. Many other residents here on West 5th are in agreement with the above.

Mr. Hinchliffe is doing an outstanding job managing the numerous responsibilities associated with City operations so it's understandable why he's not able to personally come out and observe conditions. However as experienced as he is, I'm quite certain he and the Council can come to a logical conclusion and understand why grant money would be better utilized elsewhere.

Thank you again for the notification and my wife and I will be in attendance at the next council meeting to voice our objections.

Sincerely yours,

A handwritten signature in dark ink that reads "Bud Nance" followed by a horizontal line extending to the right.

Bud Nance



CITY OF WAITSBURG

P.O. Box 35 147 Main Street
Waitsburg, Washington 99361-0035
(509) 337-6371 Fax (509) 337-8089

January 25, 2018

Property Owner
Waitsburg, WA 99361

RE: Roadway improvements

Dear Property Owner:

The City of Waitsburg is working on some roadway improvements that would impact the area adjacent to your property should the City Council decide to proceed with the project. As it currently stands, the plan would be to reclaim approximately seven feet of right of way on the south side of the road as means to widen the road to help improve traffic flow along your street. The south side was chosen due to the area topography and related barriers to the north that would make splitting the difference harder and more expensive than simply taking it off one side.

Different areas are planned to get different improvements and would be done in phases with curb and cutter being replaced this year in areas that currently have it with a chip seal overlay in 2019. The end result being an expanded roadway to better allow for east and west vehicle travel when local events require the use of the side street for bypassing the City or for use as parking; narrowing the roadway. The majority of properties will be unaffected by the work as most already utilize driveways and off street parking for their vehicles.

Before the City proceeds with this project, the City Council would like some feedback on the project and whether you support the idea or not. The expectation is that the City will not proceed with a chip seal without the ability to widen the road as the current surface is in sufficient condition to not warrant an overlay at this time.

This is planned for an agenda item at the February 22nd Council meeting and if you have questions related to project or your property specifically, please feel free to contact me by email rjhinch@gotvc.net or at the number or address above.

Respectfully,

Randy Hinchliffe
City Administrator

"ONE OF A KIND"

Reference	Period	Amount	Number
Walla Walla Co. Emergency Management			
Invoice			
<u>Invoice - 2/7/2018 8:32:06 AM</u>	2018 - February - February City Council	\$1,007.00	
001-000-020-518-90-49-01	Inv#WA18		
	Association Fees & Dues	\$1,007.00	
Total Invoice			1
Total Walla Walla Co. Emergency Management		\$1,007.00	1
Walla Walla Regional Water Testing Services			
Invoice			
<u>Invoice - 2/7/2018 8:27:27 AM</u>	2018 - February - February City Council	\$120.00	
401-000-000-534-50-49-00	Inv#6831/6908		
	Intergovt. Svcs./tests	\$120.00	
Total Invoice			1
Total Walla Walla Regional Water Testing Services		\$120.00	1
WFOA			
Invoice			
<u>Invoice - 2/7/2018 8:40:30 AM</u>	2018 - February - February City Council	\$220.00	
001-000-020-514-40-41-00	Inv#2158261-106931606		
001-000-020-518-90-49-01	Training	\$220.00	
	Association Fees & Dues	\$0.00	
Total Invoice			1
Total WFOA		\$220.00	1
WMCA			
Invoice			
<u>Invoice - 2/8/2018 3:16:18 PM</u>	2018 - February - February City Council	\$150.00	
001-000-020-514-40-41-00	R. Hinchliffe WMCA Conf. 2018		
	Training	\$150.00	
Total Invoice			1
Total WMCA		\$150.00	1
Grand Total			43
		\$56,193.89	

Reference	Period	Amount	Number
Vision Municipal Solutions			
Invoice 401-000-000-594-64-35-01	Software Update	\$2,181.31	
Total Invoice			1
Total Vision Municipal Solutions		\$6,607.77	1
WA St. Auditor's Office			
Invoice <u>Invoice - 2/7/2018 8:19:38 AM</u>	2018 - February - February City Council Inv#L123399/L123882	\$1,475.40	
001-000-020-514-23-41-00	Professional Services	\$1,475.40	
Total Invoice			1
Total WA St. Auditor's Office		\$1,475.40	1
Walla Walla Co. Auditor			
Invoice <u>Invoice - 2/8/2018 3:17:34 PM</u>	2018 - February - February City Council 2018 Water System Operating Permit	\$1,240.15	
401-000-000-534-50-49-00	Intergovt. Svcs./tests	\$1,240.15	
Total Invoice			1
Total WA St. Dept. of Health		\$1,240.15	1
Walla Walla Co. Auditor			
Invoice <u>Invoice - 2/7/2018 8:26:07 AM</u>	2018 - February - February City Council 2018 Voter Registration	\$3,110.22	
001-000-010-511-80-50-00	Intergov. Serv.	\$3,110.22	
Total Invoice			1
Total Walla Walla Co. Auditor		\$3,110.22	1
Walla Walla Co. Dept. of Human Services			
Invoice <u>Invoice - 2/8/2018 11:07:56 AM</u>	2018 - February - February City Council Jan. 2018 Liquor Excise	\$80.50	
001-000-020-518-90-40-00	2% Liquor Excise Tax	\$80.50	
Total Invoice			1
Total Walla Walla Co. Dept. of Human Services		\$80.50	1

Reference	Period	Amount	Number
VISA - City of Waitsburg EFT			
Invoice			
001-000-010-514-40-40-00	Misc.	\$0.00	
001-000-020-513-10-42-00	Communications-Postage	\$8.89	
001-000-020-514-23-31-00	Office & Operating Supplies	\$12.80	
001-000-020-514-40-41-00	Training	\$10.00	
001-000-020-514-40-43-00	Travel	\$31.75	
001-000-020-519-90-49-00	Miscellaneous	\$74.76	
001-000-060-575-40-31-00	Operating Supplies	\$6.00	
001-000-060-575-40-31-00	Operating Supplies	\$0.00	
001-000-060-575-40-48-00	Repairs And Maintenance	\$0.00	
001-000-060-594-63-75-00	Capital Outlay-Fairgrounds	\$0.00	
001-000-070-576-80-31-00	Operating Supplies	\$3.60	
001-000-080-576-20-31-00	Office & Operating Supplies	\$0.00	
001-000-080-576-20-48-00	Repairs & Maintenance	\$0.00	
001-000-090-572-20-31-00	Office & Operating Supplies	\$0.00	
001-000-100-536-50-31-00	Operating Supplies	\$7.21	
001-000-100-536-50-48-00	Repairs & Maintenance	\$0.00	
102-000-000-542-90-48-00	Repairs And Maint.	\$0.00	
102-000-000-544-70-31-00	Overhead Costs - Supplies	\$487.43	
102-000-000-544-70-49-00	Miscellaneous	\$0.00	
401-000-000-534-50-49-00	Intergovt. Svcs./tests	\$42.00	
401-000-000-534-80-31-00	Office & Operating Supplies	\$335.62	
401-000-000-534-80-42-00	Communications-Postage	\$0.00	
401-000-000-535-80-31-00	Office & Operating Supplies	\$111.56	
401-000-000-535-80-42-00	Communications-Postage	\$34.00	
401-000-000-538-90-40-00	Travel	\$174.55	
401-000-000-538-90-40-01	Training	\$1,064.42	
Total Invoice			
Total VISA - City of Waitsburg EFT			1
Vision Municipal Solutions			1
Invoice			
Invoice - 2/7/2018 8:13:17 AM			
	2018 - February - February City Council	\$6,607.77	
	Inv#09-5970/09-6028		
001-000-020-514-23-31-00	Office & Operating Supplies	\$0.00	
001-000-020-518-90-49-00	Misc. Active	\$109.72	
001-000-020-594-64-14-00	Software Upgrade	\$1,211.84	
401-000-000-534-80-31-00	Office & Operating Supplies	\$0.00	
401-000-000-534-90-49-00	Miscellaneous	\$241.37	
401-000-000-535-80-31-00	Office & Operating Supplies	\$0.00	
401-000-000-535-90-49-00	Miscellaneous	\$197.48	
401-000-000-594-64-34-01	Software Update	\$2,666.05	

Reference	Period	Amount	Number
Skyline Parts, Inc.			
Invoice			
<u>Invoice - 2/8/2018 11:05:00 AM</u>	2018 - February - February City Council	\$14.88	
	Inv#218177/PO#3436		
001-000-060-575-40-31-00	Operating Supplies	\$0.00	
001-000-060-575-40-48-00	Repairs And Maintenance	\$0.00	
001-000-070-576-80-31-00	Operating Supplies	\$0.00	
001-000-070-576-80-48-00	Repairs & Maintenance	\$14.88	
001-000-100-536-50-48-00	Repairs & Maintenance	\$0.00	
102-000-000-542-90-48-00	Repairs And Maint.	\$0.00	
102-000-000-544-70-31-00	Overhead Costs - Supplies	\$0.00	
401-000-000-534-50-48-00	Repairs/maintenance	\$0.00	
401-000-000-534-80-31-00	Office & Operating Supplies	\$0.00	
401-000-000-535-50-48-00	Repairs/maintenance	\$0.00	
401-000-000-535-80-31-00	Office & Operating Supplies	\$0.00	
Total Invoice	1	\$14.88	
Total Skyline Parts, Inc.	1	\$14.88	
Tacoma Screw Products, Inc.			
Invoice			
<u>Invoice - 2/8/2018 11:05:42 AM</u>	2018 - February - February City Council	\$986.60	
	Inv#22198533/22200169;PO3430/3421		
001-000-060-575-40-31-00	Operating Supplies	\$49.33	
001-000-070-576-80-31-00	Operating Supplies	\$29.60	
001-000-080-576-20-48-00	Repairs & Maintenance	\$0.00	
001-000-100-536-50-31-00	Operating Supplies	\$59.19	
102-000-000-544-70-31-00	Overhead Costs - Supplies	\$138.12	
401-000-000-534-80-31-00	Office & Operating Supplies	\$315.72	
401-000-000-535-80-31-00	Office & Operating Supplies	\$394.64	
Total Invoice	1	\$986.60	
Total Tacoma Screw Products, Inc.	1	\$986.60	
Touchet Valley Publishing, LLC			
Invoice			
<u>Invoice - 2/7/2018 8:25:45 AM</u>	2018 - February - February City Council	\$87.75	
	Inv#6051/6068		
001-000-010-511-30-44-00	Advertising	\$87.75	
Total Invoice	1	\$87.75	
Total Touchet Valley Publishing, LLC	1	\$87.75	
VISA - City of Waitsburg EFT			
Invoice			
<u>Invoice - 2/16/2018 9:33:11 AM</u>	2018 - February - February City Council	\$2,404.59	
	PO#3451		
001-000-010-511-40-40-00	Council Training	\$0.00	

Reference	Period	Amount	Number
Petty Cash			
Invoice			
102-000-000-544-70-49-00	Miscellaneous	\$0.00	
401-000-000-534-80-42-00	Communications-Postage	\$109.66	
401-000-000-535-80-42-00	Communications-Postage	\$98.43	
401-000-000-538-90-40-00	Travel	\$0.00	
Total Invoice			1
Total Petty Cash		\$420.73	1
Platt			
Invoice			
Invoice - 2/8/2018 11:03:28 AM			
001-000-060-575-40-48-00	2018 - February - February City Council	\$1,427.67	
001-000-070-576-80-48-00	Inv#552309/PO#3429		
001-000-100-536-50-48-00	Repairs And Maintenance	\$0.00	
102-000-000-544-70-31-00	Repairs & Maintenance	\$0.00	
401-000-000-534-80-31-00	Repairs & Maintenance	\$0.00	
401-000-000-535-80-31-00	Overhead Costs - Supplies	\$0.00	
	Office & Operating Supplies	\$0.00	
	Office & Operating Supplies	\$1,427.67	
Total Invoice			1
Total Platt		\$1,427.67	1
Probuild			
Invoice			
Invoice - 2/7/2018 8:41:53 AM			
102-000-000-544-70-31-00	2018 - February - February City Council	\$192.68	
	Inv#706-707-1064/PO#3425		
	Overhead Costs - Supplies	\$192.68	
Total Invoice			1
Total Probuild		\$192.68	1
Quality Business Systems, Inc.			
Invoice			
Invoice - 2/7/2018 8:53:54 AM			
001-000-020-514-89-48-00	2018 - February - February City Council	\$193.89	
401-000-000-534-50-48-00	Inv#1485886/1522958		
401-000-000-535-50-48-00	Repairs And Maintenance	\$38.78	
	Repairs/maintenance	\$69.80	
	Repairs/maintenance	\$85.31	
Total Invoice			1
Total Quality Business Systems, Inc.		\$193.89	1

Reference	Period	Amount	Number
One Call Concepts, Inc.			
Invoice			
<u>Invoice - 2/7/2018 8:46:00 AM</u>			
401-000-000-534-80-42-01	2018 - February - February City Council	\$3.21	
	Inv#8019104		
401-000-000-535-80-42-01	Communications-Telephone	\$1.60	
	Communications-Telephone	\$1.61	
Total Invoice		\$3.21	1
Total One Call Concepts, Inc.		\$3.21	1
Oxarc			
Invoice			
<u>Invoice - 2/7/2018 8:24:13 AM</u>			
001-000-060-575-40-31-00	2018 - February - February City Council	\$663.57	
001-000-070-576-80-31-00	Inv#30242720/30252888;PO#3420/3434		
001-000-080-576-80-31-00	Operating Supplies	\$12.98	
001-000-100-536-50-31-00	Operating Supplies	\$7.79	
102-000-000-544-70-31-00	Chlorine Supplies	\$0.00	
401-000-000-534-80-31-00	Operating Supplies	\$15.58	
401-000-000-535-80-31-00	Overhead Costs - Supplies	\$36.34	
	Office & Operating Supplies	\$487.03	
	Office & Operating Supplies	\$103.85	
Total Invoice		\$663.57	1
Total Oxarc		\$663.57	1
Pacific Power (c)			
Invoice			
<u>Invoice - 2/8/2018 3:18:46 PM</u>			
001-000-020-514-20-47-00	2018 - February - February City Council	\$6,964.86	
001-000-060-575-40-47-00	Jan. 2018 City Power		
001-000-070-576-80-47-00	Public Utilities	\$118.23	
001-000-080-576-20-47-00	Public Utilities	\$1,064.76	
001-000-090-572-50-47-00	Public Utilities	\$28.30	
001-000-100-536-50-47-00	Public Utilities	\$17.54	
102-000-000-542-63-47-00	Public Utilities	\$249.89	
401-000-000-534-80-47-01	Public Utilities	\$251.39	
401-000-000-535-80-47-00	Street Lighting	\$2,285.21	
	Public Utilities	\$515.57	
	Public Utilities	\$2,433.97	
Total Invoice		\$6,964.86	1
Total Pacific Power (c)		\$6,964.86	1
Petty Cash			
Invoice			
<u>Invoice - 2/16/2018 10:31:33 AM</u>			
001-000-020-513-10-42-00	2018 - February - February City Council	\$420.73	
001-000-020-514-40-43-00	Feb. 2018 Supplies		
	Communications-Postage	\$53.52	
	Travel	\$159.12	

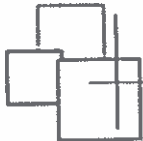
Reference	Period	Amount	Number
JTI, LLC			
Invoice			
001-000-070-576-80-48-00	Repairs & Maintenance	\$0.00	
001-000-080-576-20-48-00	Repairs & Maintenance	\$0.00	
001-000-100-536-50-31-00	Operating Supplies	\$0.00	
102-000-000-542-90-48-00	Repairs And Maint.	\$0.00	
102-000-000-544-70-31-00	Overhead Costs - Supplies	\$0.00	
401-000-000-534-50-48-00	Repairs/maintenance	\$0.00	
401-000-000-534-80-31-00	Office & Operating Supplies	\$52.25	
401-000-000-535-50-48-00	Repairs/maintenance	\$0.00	
401-000-000-535-80-31-00	Office & Operating Supplies	\$0.00	
Total Invoice			1
Total JTI, LLC		\$52.25	1
Langford, John			
Invoice			
<u>Invoice - 2/8/2018 11:08:30 AM</u>	2018 - February - February City Council	\$172.22	
401-000-000-538-90-40-00	Travel 02/22/18	\$172.22	
	Travel		
Total Invoice		\$172.22	1
Total Langford, John		\$172.22	1
Lynch, Jim			
Invoice			
<u>Invoice - 2/16/2018 10:31:00 AM</u>	2018 - February - February City Council	\$152.60	
401-000-000-538-90-40-00	02-22-18 Travel	\$152.60	
	Travel		
Total Invoice		\$152.60	1
Total Lynch, Jim		\$152.60	1
Marc			
Invoice			
<u>Invoice - 2/7/2018 8:46:56 AM</u>	2018 - February - February City Council	\$63.73	
001-000-070-576-80-31-00	Inv#0627062/PO#3431	\$63.73	
102-000-000-544-70-31-00	Operating Supplies	\$0.00	
401-000-000-535-80-31-00	Overhead Costs - Supplies	\$0.00	
	Office & Operating Supplies		
Total Invoice		\$63.73	1
Total Marc		\$63.73	1

Reference	Period	Amount	Number
H.D. Fowler Company			
Invoice			
<u>Invoice - 2/8/2018 11:04:31 AM</u>	2018 - February - February City Council	\$1,146.92	
401-000-000-534-50-48-00	Inv#4736409/PO#3426		
	Repairs/maintenance	\$1,146.92	
Total Invoice			1
Total H.D. Fowler Company		\$1,146.92	1
Hawkins Law			
Invoice			
<u>Invoice - 2/7/2018 8:45:27 AM</u>	2018 - February - February City Council	\$277.50	
001-000-010-511-20-41-00	Inv#16270		
102-000-000-515-10-41-00	Legal Services	\$92.50	
401-000-000-534-60-41-01	Legal Services	\$0.00	
401-000-000-535-60-41-01	Legal Services	\$185.00	
	Legal Services	\$0.00	
Total Invoice			1
Total Hawkins Law		\$277.50	1
Hinchliffe, Randy			
Invoice			
<u>Invoice - 2/8/2018 11:07:18 AM</u>	2018 - February - February City Council	\$712.86	
001-000-020-514-40-43-00	Travel 02/22/18		
401-000-000-538-90-40-00	Travel	\$712.86	
	Travel	\$0.00	
Total Invoice			1
Total Hinchliffe, Randy		\$712.86	1
Inland Cellular			
Invoice			
<u>Invoice - 2/7/2018 8:25:12 AM</u>	2018 - February - February City Council	\$47.15	
001-000-080-576-20-42-00	Jan. 2018 City Cell Phone		
401-000-000-534-80-42-01	Communications-Emergency Phone	\$0.00	
401-000-000-535-80-42-01	Communications-Telephone	\$23.57	
	Communications-Telephone	\$23.58	
Total Invoice			1
Total Inland Cellular		\$47.15	1
JTI, LLC			
Invoice			
<u>Invoice - 2/7/2018 8:28:00 AM</u>	2018 - February - February City Council	\$52.25	
001-000-060-575-40-31-00	Inv#7001-324400/PO#3432		
001-000-070-576-80-31-00	Operating Supplies	\$0.00	
	Operating Supplies	\$0.00	

Reference	Period	Amount	Number
Columbia Co. Health System			
Invoice			
Invoice - 2/14/2018 10:13:28 AM	2018 - February - February City Council	\$655.60	
401-000-000-534-90-49-00	L. Norris Medical		
	Miscellaneous	\$655.60	
Total Invoice			1
Total Columbia Co. Health System		\$655.60	1
Columbia Co. Public Safety Comm.			
Invoice			
Invoice - 2/7/2018 8:28:59 AM	2018 - February - February City Council	\$130.00	
401-000-000-534-90-49-00	Inv#1/2017 Dispatch Calls		
401-000-000-535-90-49-00	Miscellaneous	\$65.00	
	Miscellaneous	\$65.00	
Total Invoice		\$130.00	1
Total Columbia Co. Public Safety Comm.		\$130.00	1
Dayton Electric, LLC			
Invoice			
Invoice - 2/8/2018 11:09:48 AM	2018 - February - February City Council	\$6,080.84	
001-000-090-672-62-72-00	Inv#1047		
	Capital Outlay - Library	\$6,080.84	
Total Invoice		\$6,080.84	1
Total Dayton Electric, LLC		\$6,080.84	1
Evergreen Rural Water of WA			
Invoice			
Invoice - 2/7/2018 8:21:55 AM	2018 - February - February City Council	\$775.00	
401-000-000-534-90-49-00	Inv#612235/612202/417161; PubWks Training		
401-000-000-538-90-40-01	Miscellaneous	\$0.00	
	Training	\$775.00	
Total Invoice		\$775.00	1
Total Evergreen Rural Water of WA		\$775.00	1
Fastenal Company			
Invoice			
Invoice - 2/7/2018 8:24:44 AM	2018 - February - February City Council	\$21.77	
001-000-080-576-20-48-00	Inv#129279/PO#3424		
102-000-000-542-90-48-00	Repairs & Maintenance	\$0.00	
401-000-000-535-50-48-00	Repairs And Maint.	\$21.77	
	Repairs/maintenance	\$0.00	
Total Invoice		\$21.77	1
Total Fastenal Company		\$21.77	1

Reference	Period	Amount	Number
Basin Disposal, Inc.			
Invoice			
<u>Invoice - 2/7/2018 8:31:41 AM</u>	2018 - February - February City Council	\$12,028.40	
001-000-020-537-60-47-00	inv#2517676 Solid Waste Collection	\$12,028.40	
Total Invoice		\$12,028.40	1
Total Basin Disposal, Inc.		\$12,028.40	1
Basin Recycling			
Invoice			
<u>Invoice - 2/16/2018 10:30:07 AM</u>	2018 - February - February City Council	\$1,625.10	
001-000-020-537-60-47-00	2017 Recycling Solid Waste Collection	\$1,625.10	
Total Invoice		\$1,625.10	1
Total Basin Recycling		\$1,625.10	1
Centurylink (c)			
Invoice			
<u>Invoice - 2/7/2018 8:33:24 AM</u>	2018 - February - February City Council	\$505.98	
001-000-020-513-10-42-01	Jan. 2018 City Phones		
001-000-090-572-20-42-00	Communications- Telephone	\$315.44	
401-000-000-534-80-42-01	Communications	\$66.13	
401-000-000-535-80-42-01	Communications-Telephone	\$49.71	
	Communications-Telephone	\$74.70	
Total Invoice		\$505.98	1
Total Centurylink (c)		\$505.98	1
City Lumber & Coal Yard			
Invoice			
<u>Invoice - 2/7/2018 8:39:35 AM</u>	2018 - February - February City Council	\$396.46	
001-000-060-575-40-31-00	Inv#36427/36966/37519;PO#3419/3428/3423 Operating Supplies	\$10.59	
001-000-060-575-40-48-00	Repairs And Maintenance	\$0.00	
001-000-070-576-80-31-00	Operating Supplies	\$0.00	
001-000-070-576-80-48-00	Repairs & Maintenance	\$0.00	
001-000-080-576-20-48-00	Repairs & Maintenance	\$0.00	
001-000-100-536-50-31-00	Operating Supplies	\$0.00	
102-000-000-544-70-31-00	Overhead Costs - Supplies	\$348.16	
401-000-000-534-80-31-00	Office & Operating Supplies	\$0.00	
401-000-000-535-50-48-00	Repairs/maintenance	\$0.00	
401-000-000-535-80-31-00	Office & Operating Supplies	\$37.71	
Total Invoice		\$396.46	1
Total City Lumber & Coal Yard		\$396.46	1

Reference	Period	Amount	Number
AG Link, Inc.			
Invoice			
001-000-070-576-80-32-00	Fuel	\$7.93	
001-000-070-576-80-48-00	Repairs & Maintenance	\$4.11	
001-000-100-536-50-32-00	Fuel	\$99.37	
001-000-100-536-50-48-00	Repairs & Maintenance	\$8.23	
102-000-000-542-80-32-00	Fuel	\$118.49	
102-000-000-542-90-48-00	Repairs And Maint.	\$19.20	
401-000-000-534-50-48-00	Repairs/maintenance	\$43.90	
401-000-000-534-80-32-00	Fuel	\$784.08	
401-000-000-535-50-48-00	Repairs/maintenance	\$54.87	
401-000-000-535-80-32-00	Fuel	\$691.23	
Total Invoice			
Total AG Link, Inc.			1
		\$2,128.94	
Anderson Perry & Assoc.			
Invoice			
Invoice - 2/7/2018 8:23:09 AM			
001-000-020-514-23-41-00	2018 - February - February City Council	\$858.71	
102-000-000-541-10-41-00	Inv#60974		
102-000-000-541-30-40-01	Professional Services	\$0.00	
102-000-000-541-30-63-01	Street Engineering	\$0.00	
102-000-000-595-30-64-00	Sidewalk Const/preservation	\$0.00	
401-000-000-534-10-41-00	Sidewalk Const/preservation	\$0.00	
401-000-000-535-10-41-00	Capital Outlay Main Street Bridge	\$858.71	
401-000-000-594-63-34-00	Professional Services	\$0.00	
	Professional Services	\$0.00	
	Capital Outlay - Waterline Construction	\$0.00	
Total Invoice			1
Total Anderson Perry & Assoc.		\$858.71	
Association of Washington Cities			
Invoice			
Invoice - 2/7/2018 8:23:37 AM			
001-000-020-514-40-41-00	2018 - February - February City Council	\$50.00	
001-000-020-518-90-49-01	Inv#58396/R.Hinchliffe Training		
	Training	\$50.00	
	Association Fees & Dues	\$0.00	
Total Invoice			1
Total Association of Washington Cities		\$50.00	
			1
		\$50.00	



Vendor Detail Activity

Reference	Period	Amount	Number
AAA Laboratory, Inc.			
Invoice			
Invoice - 2/7/2018 8:28:34 AM	2018 - February - February City Council	\$599.00	
401-000-000-535-50-49-00	Inv#13178/13201 Intergovt. Services/tests	\$599.00	
Total Invoice			1
Total AAA Laboratory, Inc.			1
Action Medical, Inc.			
Invoice			
Invoice - 2/7/2018 8:44:41 AM	2018 - February - February City Council	\$221.49	
001-000-020-514-23-31-00	Inv#11878/PO#3433	\$48.05	
001-000-060-575-40-31-00	Office & Operating Supplies	\$8.67	
001-000-070-576-80-31-00	Operating Supplies	\$5.20	
001-000-100-536-50-31-00	Operating Supplies	\$10.41	
102-000-000-544-70-31-00	Overhead Costs - Supplies	\$24.28	
401-000-000-534-80-31-00	Office & Operating Supplies	\$55.50	
401-000-000-535-80-31-00	Office & Operating Supplies	\$69.38	
Total Invoice			1
Total Action Medical, Inc.			1
Adams, Jake			
Invoice			
Invoice - 2/16/2018 10:09:19 AM	2018 - February - February City Council	\$119.90	
401-000-000-538-90-40-00	02-22-18 Travel Travel	\$119.90	
Total Invoice			1
Total Adams, Jake			1
AG Link, Inc.			
Invoice			
Invoice - 2/7/2018 8:34:10 AM	2018 - February - February City Council	\$2,128.94	
001-000-020-514-23-32-00	Jan. 2018 Fuel/PO#3427	\$277.45	
001-000-060-575-40-32-00	Fuel	\$13.22	
001-000-060-575-40-48-00	Repairs And Maintenance	\$6.86	

Execution Time: 18 second(s)

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Vendor Detail Activity

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Fund Transaction Summary

Transaction Type: Invoice
Fiscal: 2018 - February - February City Council

Fund Number	Description	Amount
001	Current Expense Fund	\$31,313.41
102	City Street Fund	\$4,530.39
401	Water & Sewer Fund	\$20,350.09
	Count: 3	\$56,193.89