



**WAITSBURG CITY COUNCIL
REGULAR MEETING**

June, 20 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. May 16, 2018 | Discussion | Action |
| IV. Public Comment | | |
| V. New Business | | |
| a. Public Hearing – 6yr Transportation Plan | Discussion | |
| b. Resolution 2018-685 6yr Plan Adoption | Discussion | Action |
| c. Resolution 2018-686 2018 Pool Items | Discussion | Action |
| VI. Unfinished Business | | |
| a. Park and Recreation District reactivation | 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: 6/15/18
Re: Agenda Items

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

New Business

- a. Public Hearing – 6yr Transportation Plan. Public Hearing related to the annual update/adoption of the City 6yr Transportation Plan. No new projects added to it. I removed the widening of E. 7th Street from Main Street to Coppei Ave and Park and Ride Development.
- b. Resolution 2018-685. Resolution adopting our 6 yr plan for 2019-2024.
- c. Resolution 2018-686. Resolution approving the various items associated with City Pool. No changes from the previous year.

Unfinished Business

- a. Park and Recreation District reactivation. See enclosed memo.

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

Randy Hinchliffe
City Administrator

Waitsburg City Council Meeting – May 16, 2018

Mayor Dunn called the meeting to order at 7:00 p.m.

Roll Call

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

Mayor: Marty Dunn

Council Members: Kate Hockersmith, Jim Romine, Terry Jacoy, Kevin House

Others: On file at City Hall

Agenda Approval

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

Approval of Minutes – April 18, 2018 Regular Meeting

With no changes, minutes were approved and passed unanimously

Public Comment

Danielle Carpenter introduced herself as an interested volunteer for the Park and Rec district
Jim Davidson commented on the inactivity on the Grandstands, advisory vote outcome

Unfinished Business

a. Taggart Waterline/Road Design contract

Item associated with the a design contract with Anderson Perry and Associates for water and road engineering services for the Taggart to Dewitt Road project. With the addition of sewer design work now included in the contract, Council member Romine moved to approve with Council member House seconding. Motion to approve the updated contact was approved and passed unanimously.

New Business

a. Oath of Office

Attending Council members read and signed their respective oaths of office for the 2018-2019 Term.

b. Mayor Pro Tem selection

Appointment of Mayor Pro Tem for the 2018-2019 Council Term. With no objections to Council member House filling the roll again, Council Member Romine moved to appoint Council Member House as Mayor Pro Tem with Council Member Hockersmith seconding. Motion to appoint was approved and passed unanimously.

c. Affordable Housing Presentation

Meghan Debolt and Walla Walla County Commissioner Todd Kimble presented some information associated homelessness and affordable housing in Walla Walla County including options for funding additional housing. Council members asked questions related to the funding options and ballot timing before deciding to bring the item up at a future workshop.

d. Public Hearing

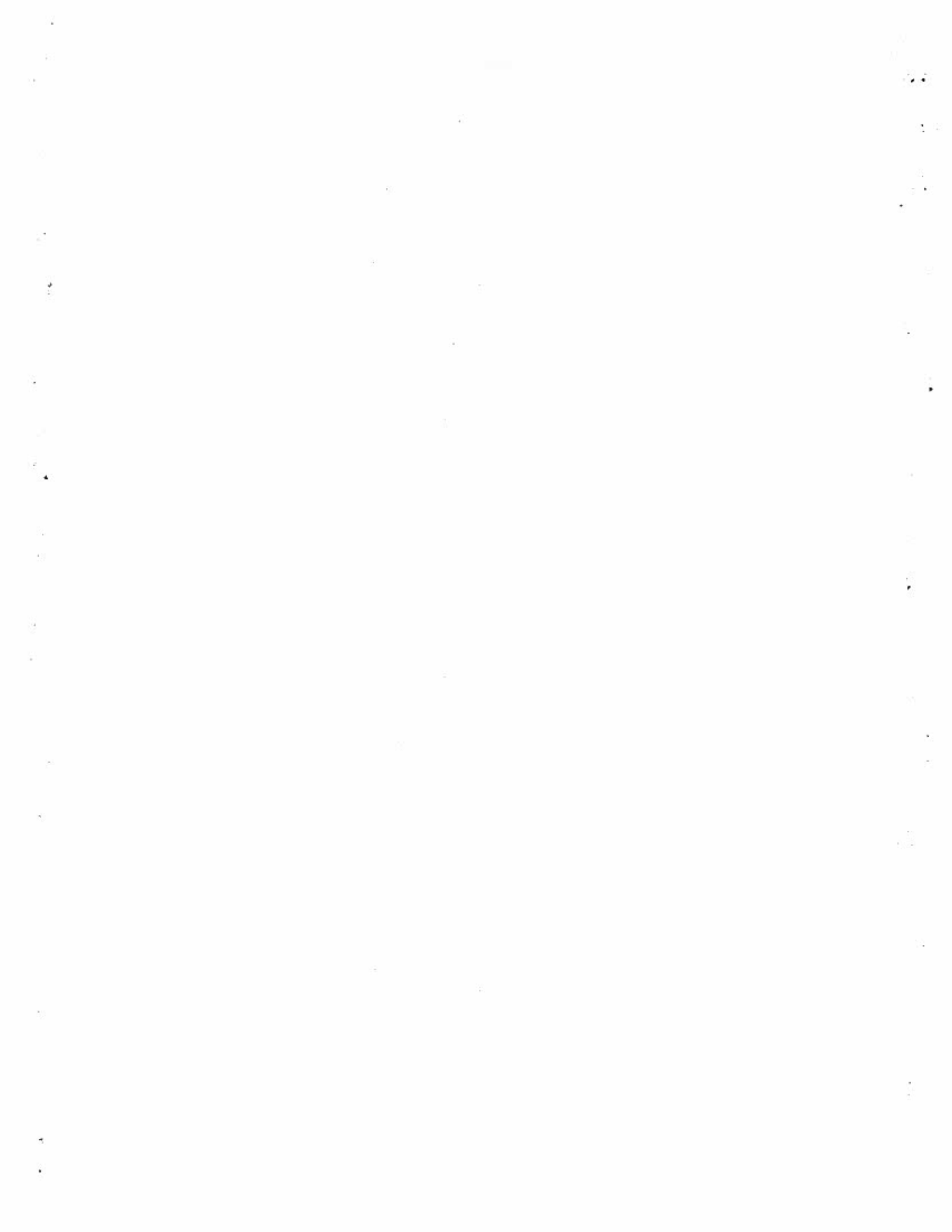
Public hearing related to a petition to vacate an alley between E 8th and 9th Street. No public comment was received in relation to the vacation petition.

e. Ordinance 2018-1050

Ordinance vacating the before mentioned alley. With no discussion, Council Member Romine moved to approve with Council member House seconding the motion. Motion to approve the ordinance was approved and passed unanimously.

f. Resolution 2018-684

Resolution authorizing the City Administrator to submit a grant application to the Washington State Historical Society for upgrades to City Hall, City Staff present the conceptual plan regarding the updates to the building and took questions related to the project. With no more



discussion, Romine moved to approve with Council member House seconding. Motion to approve was approved and passed 3 votes to 1 with Council member Jacoy voting against the resolution.

g. Park and Rec Reactivation

Discussion related to the possibility of reactivating the former Waitsburg and Park and Recreation District. Council discussed the basic setup of the district, its funding sources, and potential uses for the district in relation to recreational activities in the City. In addition, Mayor Dunn informed the City Council that the decision on the Park and Rec district as well as the Grandstands facility would need to be completed in 90 days or he would make a decision on the facility as a means to move forward with the entire Fairgrounds Facility.

Mayor's Report

Mayor Dunn commented on a recent Commercial Club award event.

Council Reports

Council Member Hockersmith reported on the urban forestry project and distribution of tree to the elementary school students

Council Member House reported that the Junior Livestock show would be starting on June 9th.

City Clerk Report

City Clerk Randy Hinchliffe updated the City Council on various matters related to the day to day 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 House seconding. Motion to approve the bills was approved and passed unanimously.

April Payroll Clearing (Warrants 21932 - 21937)	\$18,444.74
-Includes direct deposit run on 4/26/2018 for \$8,463.54	
May Payroll Clearing (Warrants 21938-21943 & 21984-21990)	\$25,949.00
-Includes direct deposit run on 5/11/2018 for \$9,118.50	
Claims Clearing Vouchers (Warrants 21944 - 21983)	<u>\$325,212.82</u>
Total	\$369,606.56

Adjournment of Meeting

There being no further business, the meeting was then adjourned at 8:50 p.m.

Approved:

6/20/2018

Attest:

Mayor

City Clerk

RESOLUTION 2018-685

**A RESOLUTION OF THE COUNCIL OF THE CITY OF WAITSBURG IN THE
MATTER OF REVISING AND UPDATING THE SIX-YEAR
TRANSPORTATION IMPROVEMENT PROGRAM, FOR THE CITY OF
WAITSBURG, WASHINGTON, PURSUANT TO RCW 35.77.010**

BEFORE THE CITY COUNCIL of the City of Waitsburg, Washington:

WHEREAS, RCW 35.77.010 sets forth that each city in the State of Washington shall prepare and adopt a comprehensive transportation program for the ensuing six calendar years; and

WHEREAS, the City of Waitsburg has prepared a revised and extended six-year comprehensive transportation program for calendar years 2019 through 2024; and

WHEREAS, in compliance with such law, the City Council held a public hearing at 7:00 p.m. on June 20, 2018, after notice of its time and hearing place having been given by proper publication for the required revision of such program.

**NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF WAITSBURG,
WASHINGTON, RESOLVES AS FOLLOWS:**

After conducting the required public hearing at the time and place fixed, the Revised Six-Year Transportation Improvement Program as presented and as set forth in detail and attached hereto, and which is hereby incorporated as a part of this Resolution for the Period of 2019-2024, is approved.

The Clerk of the City of Waitsburg is hereby directed to file a copy of the revised six-year comprehensive transportation program with the office of the Washington State Secretary of Transportation as provided in RCW 35.77.010.

Done this 20th day of June, 2018

APPROVED

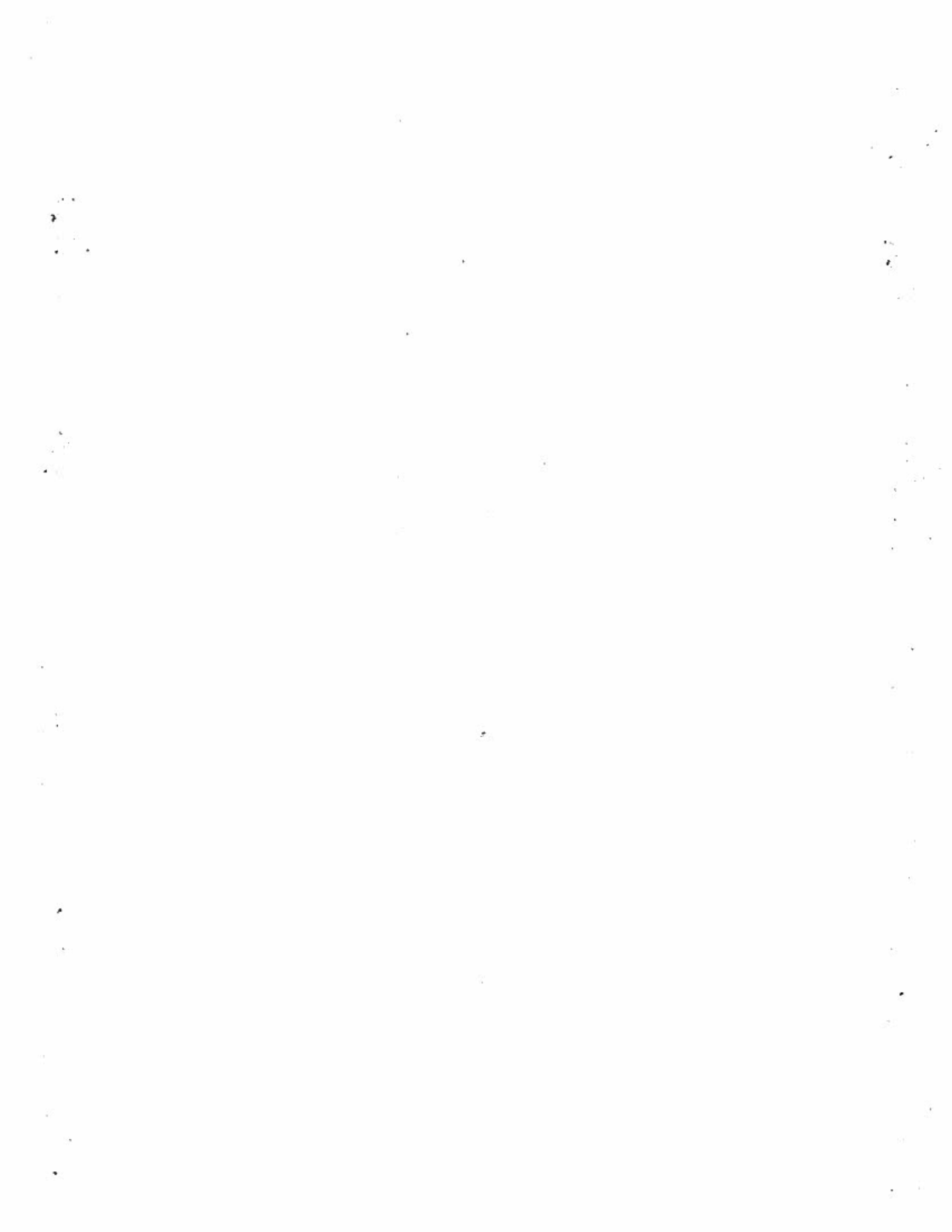
Marty Dunn, Mayor

ATTEST:

Randy Hinchliffe, City Clerk

APPROVED AS TO FORM:

Jared Hawkins
City Attorney



6 Year Plan - Waitsburg City Street Projects

Priority	Project Title	Road Name	MP Begin	MP End	Cost	Status
1	City Wide Street Maint.*	Various			\$10,000	On going, Annual basis
2	City Wide Sidewalk Repair and Replacement	Various			\$10,000	On going, Annual basis
3	Millrace railroad Crossing Improvements	Front Street	Front Street	Millrace Rd.	\$500,000	Project awarded STBG/TA funding through WWMPO^
4	Taggart Rd Extension	Taggart Rd.	Taggart Road	Hwy 12	\$1,000,000	Project in design phase, PWTF/TIB applications in progress^^
5	Bolles Rd. overlay	Bolles Rd.	Main St.	N.W City Limits	\$250,000	No Funding obligated
6	City Wide Storm Water	All Streets	All Streets	All Streets	\$500,000	No Funding obligated, NPDES permit not required yet for Cities our size.
7	W. 7th Coppei Creek Bridge	W. 7th Street	Arnold Lane	W City Limits	\$1,000,000	No Funding Obligated
				Totals	\$3,270,000	

* Includes Cracksealing, Chipsealing and hotpatching of various City Streets

^ Grade crossing improvement project

^^ Cost includes extending utility lines

RESOLUTION # 2018 – 686

A Resolution of the Council of the City of Waitsburg establishing: hourly wage rates for staff of the swimming pool, swimming pool pass and rental rates, and hours of operation for the 2018 summer pool season.

BE IT RESOLVED by the Council of the City of Waitsburg, that:

Section 1:

Swimming pool and seasonal staff hired by the City are temporary employees and are not eligible for benefits for health insurance coverage, retirement benefits, vacation pay, or similar benefits awarded to full-time employees and will be compensated at an hourly rate as follows:

<u>Position</u>	<u>Wage*</u>
Lifeguard	\$11.50/hour
Office Manager/Lifeguard	\$12.50/hour

*Returning pool staff is eligible for a \$.25 per hour wage increase per year.

Section 2:

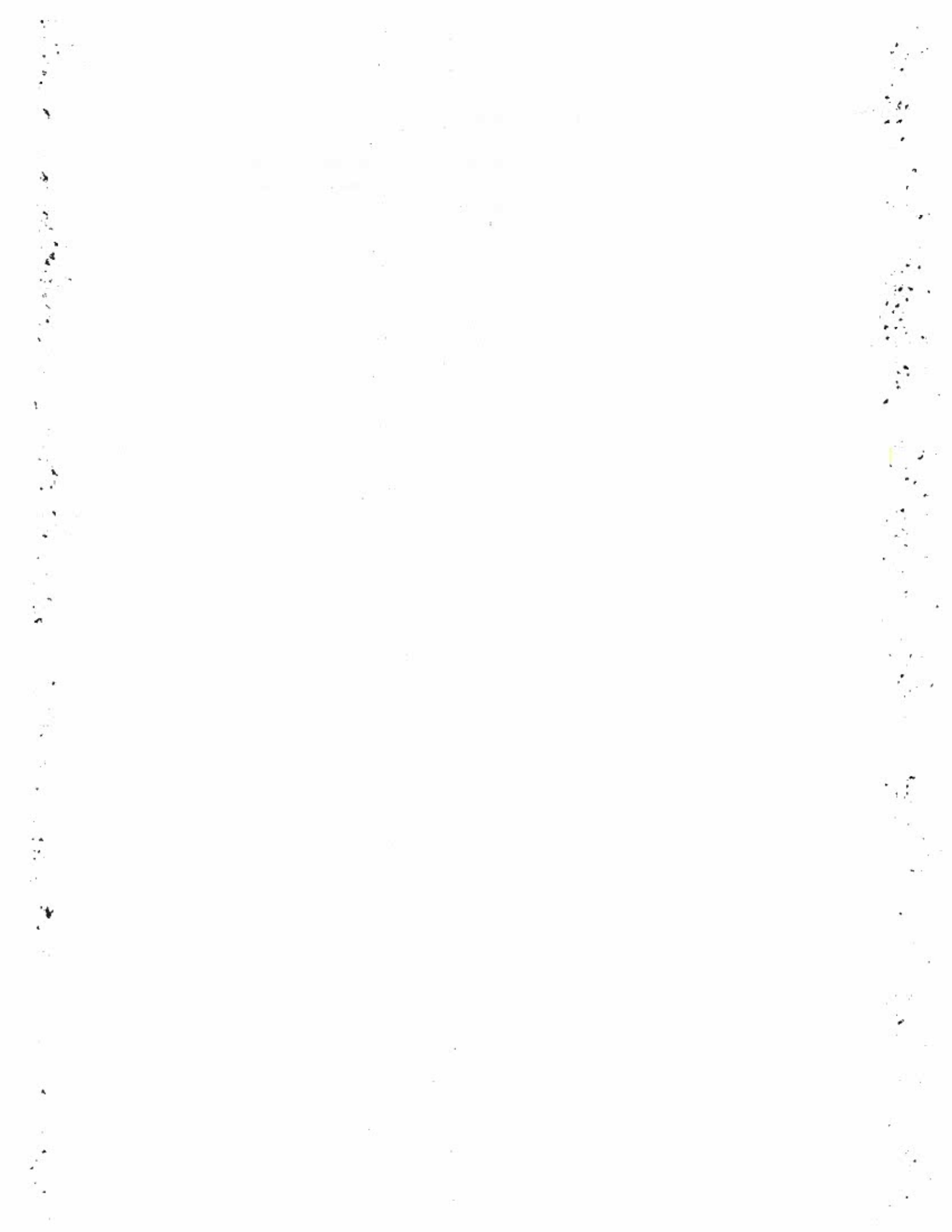
Swimming pool pass and rental rates are as follows:

<u>Type</u>	<u>Rate</u>
Day/Night Pass	\$2.00/Day
Family Pass*	\$80/Season
Individual Pass	\$40/Season
Swimming Lessons (if applicable)	\$35/Session
Swimming Pool Rental	\$60/Hour

*Family passes are limited to a family of five (5). Additional members can be added at \$10.00/person.

Lessons for the 2018 Season will be held four days a week (Monday – Thursday) from 11:00 a.m. to 1:00 p.m. for two weeks. Due to the limited staffing available to teach swimming lessons, class sizes will be limited to 10 swimmers per class. Depending on demand, a second swimming lesson session of two weeks can be added by the City. The City intends to provide this service free of charge to Waitsburg youth through a local citizen established endowment. Depending on the number of children participating, and the amount of money available from the endowment, the City may only be able to provide one session free of charge. If funds from the endowment will not cover a second session, swimming lessons will still be offered, but at the rate listed above.

Swimming pool rental must be approved by City Hall in advance to determine availability of staff and length of rental. All rentals will have a maximum allowable rental length of four hours. Those renting the pool must comply with the requirements and rules established by the City of Waitsburg.



Section 3:

Although subject to change, 2018 pool season open swim schedules are listed below, and do not include hours when swimming lessons are being taught. The times when the pool is closed may be available for rental at the hourly rate specified in Section 2.

Monday – Friday	1 p.m. – 5 p.m.	6 p.m. – 8 p.m.
Saturday	Closed	Closed
Sunday	Closed	Closed

Lap swim is to be held two days a week from 5:00-6:00 p.m.

Use of the pool for any other activity during other hours will be subject to an hourly rental as set forth in section 2.

Section 4:

The City of Waitsburg hereby approves the following pool heat temperatures. The average pool temperature should not exceed 75 degrees nor drop below 70 degrees. The solar blanket must be on the pool whenever the pool is not in use.

PASSED, ADOPTED AND APPROVED this 20th day of June 2018.

APPROVED:

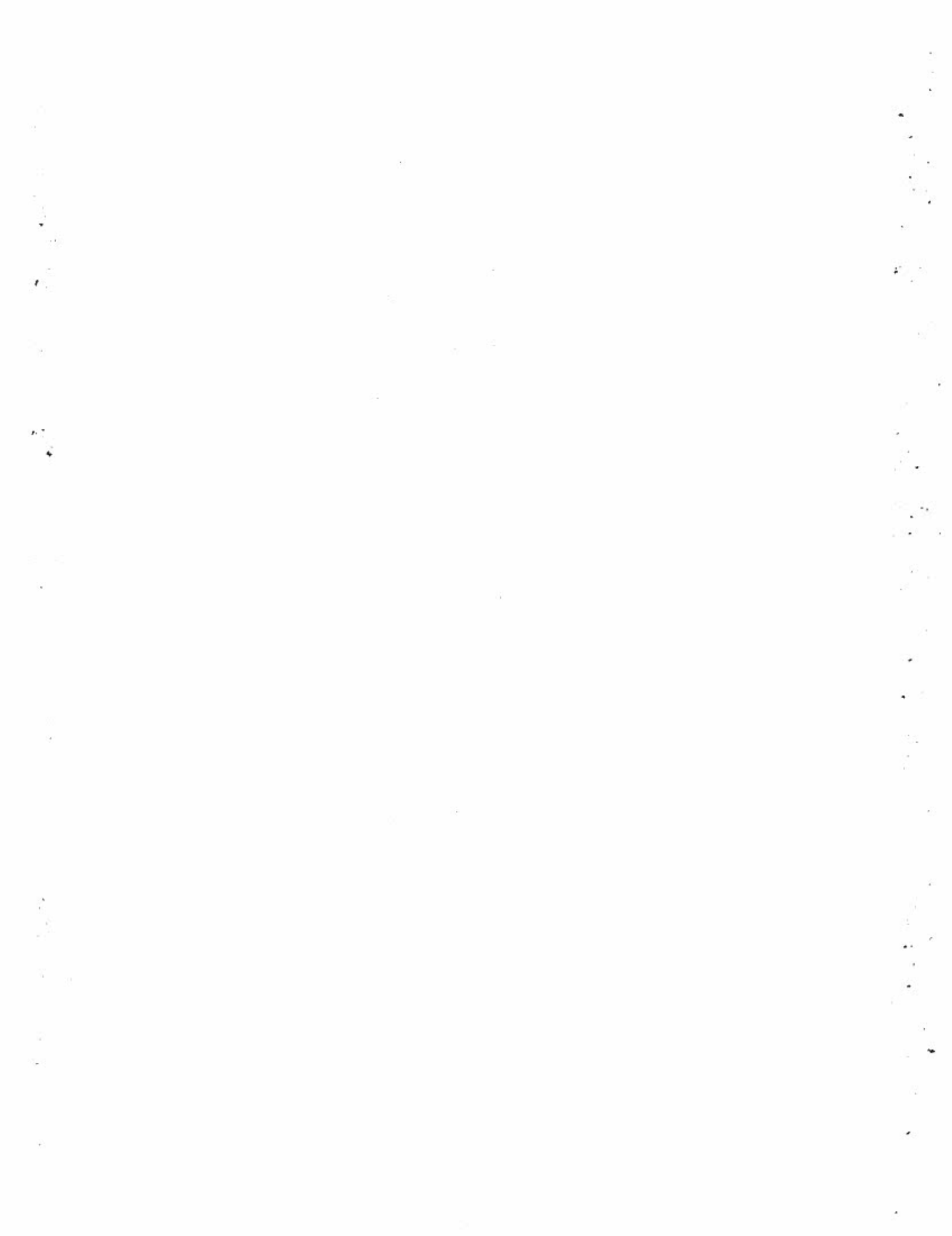
APPROVED AS TO FORM:

Mayor Marty Dunn

City Attorney Jared N. Hawkins

ATTEST:

City Clerk Randy Hinchliffe



Memo

To: Mayor and City Council
From: City Administrator – Randy Hinchliffe
Date: 6/15/18
Re: Unfinished Business Item a.

Mayor and City Council Members

As reported by Council Member Hockersmith the other day at the workshop, there appears to be enough interested people to serve on a Park and Recreation District board of commissioners.

While I support the idea of doing something to help improve the City's recreational facilities, including the fairgrounds, I am still unsure that the Citizens of Waitsburg and the surrounding area will vote to tax themselves another \$.60 per thousand; especially when the City residents are basically already paying for these services through their general City tax levy.

Assuming the group can rally enough support to get the tax levy passed (takes 60% approval), there will be a delay in funding from taxes; requiring the City to supplement the district for at least one year while they get up and running.

Should the district get up and running, we would need to come to some sort of agreement on who will be responsible for what and how things will get paid for. We would need to decide what facilities they are going to manage and make them aware of the City's expectations for running them. As an example, the current agreement (circa 2001) with the Park and Rec district requires them to give the City \$27,000 a year to be put towards the pool.

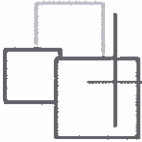
There are lots of expenses related to managing the Pool, Parks and Fairgrounds that the group probably hasn't even thought about. Labor tends to be the biggest expense for the three departments. The pool cannot be run by volunteers and takes certified lifeguards to watch over swimmers as well as a paid office manager to keep track of schedules, swimming lessons, etc. The park and fairgrounds need sprayed on a regular basis and requires someone with a public spray applicator license to do that work. They also need mowed and trimmed on a regular basis and will require a commercial mower to do the work; which runs about \$27,000. There are insurance costs, utilities expenses and other general M&O that the district would be responsible for.

As you already know, the park is facing several thousands of dollars in tree trimming costs; the fate of the grandstands at the fairgrounds is still undecided. The bathroom at the fairgrounds is not ADA compliant and pool has facilities issues every year.

If the idea is to reactivate the district simply as a means to provide additional funding to the City for the pool, parks and fairgrounds then that is a completely different discussion for when and if they get funding.

At this point I see the decision of the Council is to decide to either officially request Walla Walla County reactivate the district and fill the vacant board position or have the district dissolved and find other means to address the issues associated with the various facilities.

Randy Hinchliffe
City Administrator



Vendor Detail Activity

Reference	Period	Amount	Number
AAA Laboratory, Inc.			
Invoice			
Invoice - 6/8/2018 12:15:07 PM	2018 - June - June Council Meeting	\$1,646.00	<u>22011</u>
401-000-000-535-50-49-00	Inv#13389/13414/13416 Intergovt. Services/tests	\$1,646.00	
Total Invoice		1	\$1,646.00
Total AAA Laboratory, Inc.		1	\$1,646.00
Action Medical, Inc.			
Invoice			
Invoice - 6/8/2018 12:16:24 PM	2018 - June - June Council Meeting	\$552.90	<u>22012</u>
001-000-020-514-23-31-00	Inv#12680/12682;PO#3491		
001-000-060-575-40-31-00	Office & Operating Supplies	\$0.00	
001-000-070-576-80-31-00	Operating Supplies	\$27.64	
001-000-100-536-50-31-00	Operating Supplies	\$16.59	
102-000-000-544-70-31-00	Operating Supplies	\$33.17	
401-000-000-534-80-31-00	Overhead Costs - Supplies	\$77.41	
401-000-000-535-80-31-00	Office & Operating Supplies	\$176.93	
	Office & Operating Supplies	\$221.16	
Total Invoice		1	\$552.90
Total Action Medical, Inc.		1	\$552.90
AG Link, Inc.			
Invoice			
Invoice - 6/13/2018 8:44:01 AM	2018 - June - June Council Meeting	\$971.30	<u>22013</u>
001-000-020-514-23-32-00	May 2018 Fuel/PO#3505		
001-000-060-575-40-32-00	Fuel	\$0.00	
001-000-060-575-40-48-00	Fuel	\$86.64	
001-000-070-576-80-32-00	Repairs And Maintenance	\$0.00	
001-000-070-576-80-48-00	Fuel	\$89.93	
001-000-100-536-50-32-00	Repairs & Maintenance	\$0.00	
001-000-100-536-50-48-00	Fuel	\$92.67	
102-000-000-542-80-32-00	Repairs & Maintenance	\$0.00	
102-000-000-542-90-48-00	Fuel	\$71.53	
401-000-000-534-50-48-00	Repairs And Maint.	\$127.01	
401-000-000-534-80-32-00	Repairs/maintenance	\$0.00	
401-000-000-535-50-48-00	Fuel	\$312.45	
	Repairs/maintenance	\$0.00	

Reference	Period	Amount	Number
AG Link, Inc.			
Invoice 401-000-000-535-80-32-00	Fuel	\$191.07	
Total Invoice			1
Total AG Link, Inc.		\$971.30	1
Barkwell Family Farm			
Invoice Invoice - 6/8/2018 12:23:31 PM 107-000-000-595-30-62-00	2018 - June - June Council Meeting Inv#52 Capital Outlay	\$1,692.88 \$1,692.88	<u>22014</u>
Total Invoice		\$1,692.88	1
Total Barkwell Family Farm		\$1,692.88	1
Basin Disposal, Inc.			
Invoice Invoice - 6/8/2018 12:24:03 PM 001-000-020-537-60-47-00	2018 - June - June Council Meeting Inv#2675920 Solid Waste Collection	\$12,107.55 \$12,107.55	<u>22015</u>
Total Invoice		\$12,107.55	1
Total Basin Disposal, Inc.		\$12,107.55	1
Bell, Ronda R.			
Invoice Invoice - 6/8/2018 12:22:18 PM 401-000-000-534-50-48-00	2018 - June - June Council Meeting Parts reimbursement Repairs/maintenance	\$95.25 \$95.25	<u>22016</u>
Total Invoice		\$95.25	1
Total Bell, Ronda R.		\$95.25	1
Blueline Equipment Co., LLC			
Invoice Invoice - 6/8/2018 12:27:00 PM 001-000-060-575-40-31-00 001-000-060-575-40-48-00 001-000-070-576-80-31-00 001-000-100-536-50-31-00	2018 - June - June Council Meeting Inv#32238W/32251W/32260W; PO#3487 Operating Supplies Repairs And Maintenance Operating Supplies Operating Supplies	\$1,041.41 \$0.00 \$1,041.41 \$0.00 \$0.00	<u>22017</u>

Reference	Period	Amount	Number
Blueline Equipment Co., LLC			
Invoice 001-000-100-536-50-48-00	Repairs & Maintenance	\$0.00	
Total Invoice			1
Total Blueline Equipment Co., LLC		\$1,041.41	1
Boe Designs			
Invoice Invoice - 6/8/2018 2:48:53 PM	2018 - June - June Council Meeting Inv#2052	\$143.00	<u>22018</u>
001-000-080-576-20-31-00	Office & Operating Supplies	\$143.00	
Total Invoice		\$143.00	1
Total Boe Designs		\$143.00	1
Centurylink (c)			
Invoice Invoice - 6/8/2018 12:17:39 PM	2018 - June - June Council Meeting May 2018 City Phones	\$414.48	<u>22019</u>
001-000-020-513-10-42-01	Communications- Telephone	\$257.67	
001-000-090-572-20-42-00	Communications	\$48.60	
401-000-000-534-80-42-01	Communications-Telephone	\$49.64	
401-000-000-535-80-42-01	Communications-Telephone	\$58.57	
Total Invoice		\$414.48	1
Total Centurylink (c)		\$414.48	1
Chapman Heating & Air			
Invoice Invoice - 6/8/2018 12:27:46 PM	2018 - June - June Council Meeting Inv#11240	\$354.90	<u>22020</u>
001-000-060-575-40-48-00	Repairs And Maintenance	\$0.00	
001-000-070-576-80-48-00	Repairs & Maintenance	\$0.00	
001-000-100-536-50-48-00	Repairs & Maintenance	\$0.00	
102-000-000-542-90-48-00	Repairs And Maint.	\$0.00	
401-000-000-534-50-48-00	Repairs/maintenance	\$0.00	
401-000-000-535-50-48-00	Repairs/maintenance	\$354.90	
Total Invoice		\$354.90	1
Total Chapman Heating & Air		\$354.90	1

Reference	Period	Amount	Number
City Lumber & Coal Yard			
Invoice			
Invoice - 6/8/2018 2:45:38 PM	2018 - June - June Council Meeting Inv#46764/47512/48989;PO#3494/3500/3507	\$214.22	22021
001-000-060-575-40-31-00	Operating Supplies	\$94.85	
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	\$75.80	
102-000-000-544-70-31-00	Overhead Costs - Supplies	\$0.00	
401-000-000-534-80-31-00	Office & Operating Supplies	\$43.57	
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	\$214.22	
Total City Lumber & Coal Yard	1	\$214.22	
Columbia Co. Health System			
Invoice			
Invoice - 6/8/2018 12:28:52 PM	2018 - June - June Council Meeting Jacob Adams	\$273.45	22022
401-000-000-535-90-49-00	Miscellaneous	\$273.45	
Total Invoice	1	\$273.45	
Total Columbia Co. Health System	1	\$273.45	
Columbia County Planning			
Invoice			
Invoice - 6/12/2018 3:26:22 PM	2018 - June - June Council Meeting May 2018 Bldg. Permits	\$1,885.90	22023
001-000-020-524-20-51-00	Building Inspection Services	\$1,885.90	
Total Invoice	1	\$1,885.90	
Total Columbia County Planning	1	\$1,885.90	
Community Council			
Invoice			
Invoice - 6/14/2018 2:05:00 PM	2018 - June - June Council Meeting Inv#4105	\$500.00	22024
001-000-020-518-90-49-01	Association Fees & Dues	\$500.00	
Total Invoice	1	\$500.00	
Total Community Council	1	\$500.00	

Reference	Period	Amount	Number
Cortner Architectural Company			
Invoice			
Invoice - 6/8/2018 12:18:15 PM	2018 - June - June Council Meeting	\$7,200.00	22025
	Inv#18-0509-01		
001-000-020-514-23-41-00	Professional Services	\$7,200.00	
001-000-060-575-40-48-00	Repairs And Maintenance	\$0.00	
Total Invoice	1	\$7,200.00	
Total Cortner Architectural Company	1	\$7,200.00	
Crown Paper & Janitorial			
Invoice			
Invoice - 6/8/2018 12:30:00 PM	2018 - June - June Council Meeting	\$422.19	22026
	Inv#242988/243306/243326;PO#3492		
001-000-060-575-40-31-00	Operating Supplies	\$211.09	
001-000-070-576-80-31-00	Operating Supplies	\$211.10	
401-000-000-535-80-31-00	Office & Operating Supplies	\$0.00	
Total Invoice	1	\$422.19	
Total Crown Paper & Janitorial	1	\$422.19	
Dayton Electric, LLC			
Invoice			
Invoice - 6/8/2018 12:19:10 PM	2018 - June - June Council Meeting	\$140.66	22027
	Inv#1106		
001-000-020-514-89-48-00	Repairs And Maintenance	\$0.00	
001-000-060-575-40-48-00	Repairs And Maintenance	\$0.00	
001-000-070-576-80-48-00	Repairs & Maintenance	\$0.00	
001-000-090-572-62-72-00	Capital Outlay - Library	\$0.00	
001-000-100-536-50-48-00	Repairs & Maintenance	\$0.00	
102-000-000-542-90-48-00	Repairs And Maint.	\$0.00	
401-000-000-534-50-48-00	Repairs/maintenance	\$0.00	
401-000-000-535-50-48-00	Repairs/maintenance	\$140.66	
Total Invoice	1	\$140.66	
Total Dayton Electric, LLC	1	\$140.66	
Ferguson Waterworks			
Invoice			
Invoice - 6/8/2018 12:34:10 PM	2018 - June - June Council Meeting	\$24,130.37	22028
	Inv#653496/658680/660898/CM104373		
001-000-060-575-80-31-00	Operating 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	
401-000-000-535-80-31-00	Office & Operating Supplies	\$0.00	

Reference	Period	Amount	Number
Ferguson Waterworks			
Invoice			
401-000-000-595-90-60-00	Capital Outlay - Water	\$24,130.37	
Total Invoice	1	\$24,130.37	
Total Ferguson Waterworks	1	\$24,130.37	
Ferrellgas			
Invoice			
Invoice - 6/8/2018 12:35:40 PM	2018 - June - June Council Meeting	\$64.92	22029
001-000-080-576-20-32-00	Inv#5004339593		
	Propane Fuel	\$64.92	
Total Invoice	1	\$64.92	
Total Ferrellgas	1	\$64.92	
H.D. Fowler Company			
Invoice			
Invoice - 6/8/2018 12:38:30 PM	2018 - June - June Council Meeting	\$25,495.01	22030
401-000-000-534-50-48-00	Inv#4809516-4839828;PO#3498/3502/3488		
401-000-000-534-80-31-00	Repairs/maintenance	\$0.00	
401-000-000-595-90-60-00	Office & Operating Supplies	\$0.00	
	Capital Outlay - Water	\$25,495.01	
Total Invoice	1	\$25,495.01	
Total H.D. Fowler Company	1	\$25,495.01	
Hawkins Law			
Invoice			
Invoice - 6/8/2018 12:36:30 PM	2018 - June - June Council Meeting	\$1,859.05	22031
001-000-010-511-20-41-00	Inv#16631		
102-000-000-515-10-41-00	Legal Services	\$1,859.05	
401-000-000-534-60-41-01	Legal Services	\$0.00	
401-000-000-535-60-41-01	Legal Services	\$0.00	
Total Invoice	1	\$1,859.05	
Total Hawkins Law	1	\$1,859.05	

Reference	Period	Amount	Number
Hinchliffe, Randy			
Invoice			
Invoice - 6/14/2018 2:05:26 PM	2018 - June - June Council Meeting	\$492.13	<u>22032</u>
001-000-020-514-40-43-00	06-08-18 Travel Reimbursement		
401-000-000-538-90-40-00	Travel	\$492.13	
	Travel	\$0.00	
Total Invoice	1	\$492.13	
Total Hinchliffe, Randy	1	\$492.13	
Inland Cellular			
Invoice			
Invoice - 6/8/2018 12:39:30 PM	2018 - June - June Council Meeting	\$47.15	<u>22033</u>
001-000-080-576-20-42-00	May 2018 Crew Cell Phone	\$0.00	
401-000-000-534-80-42-01	Communications-Emergency Phone	\$23.57	
401-000-000-535-80-42-01	Communications-Telephone	\$23.58	
Total Invoice	1	\$47.15	
Total Inland Cellular	1	\$47.15	
JTI, LLC			
Invoice			
Invoice - 6/8/2018 12:40:01 PM	2018 - June - June Council Meeting	\$41.49	<u>22034</u>
001-000-060-575-40-31-00	Inv#334943/PO#3512		
001-000-070-576-80-31-00	Operating Supplies	\$0.00	
001-000-070-576-80-48-00	Operating Supplies	\$0.00	
001-000-080-576-20-48-00	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	\$41.49	
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	\$41.49	
Total JTI, LLC	1	\$41.49	
L & G Ranch Supply			
Invoice			
Invoice - 6/8/2018 12:40:34 PM	2018 - June - June Council Meeting	\$467.07	<u>22035</u>
001-000-020-514-89-48-00	Inv#5766/6231;PO#3506/3510		
001-000-060-575-40-31-00	Repairs And Maintenance	\$0.00	
001-000-060-576-80-31-00	Operating Supplies	\$9.20	
001-000-070-576-80-31-00	Operating Supplies	\$0.00	
001-000-070-576-80-31-00	Operating Supplies	\$5.52	

Reference	Period	Amount	Number
L & G Ranch Supply			
Invoice			
001-000-080-576-20-31-00	Office & Operating Supplies	\$0.00	
001-000-100-536-50-31-00	Operating Supplies	\$11.02	
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	\$308.89	
401-000-000-534-50-48-00	Repairs/maintenance	\$0.00	
401-000-000-534-80-31-00	Office & Operating Supplies	\$58.86	
401-000-000-535-50-48-00	Repairs/maintenance	\$0.00	
401-000-000-535-80-31-00	Office & Operating Supplies	\$73.58	
Total Invoice		1	\$467.07
Total L & G Ranch Supply		1	\$467.07
Marc			
Invoice			
<u>Invoice - 6/12/2018 3:15:28 PM</u>			
	2018 - June - June Council Meeting	\$579.56	<u>22036</u>
	Inv#637971/PO#3509		
001-000-070-576-80-31-00	Operating Supplies	\$0.00	
102-000-000-544-70-31-00	Overhead Costs - Supplies	\$0.00	
401-000-000-535-80-31-00	Office & Operating Supplies	\$579.56	
Total Invoice		1	\$579.56
Total Marc		1	\$579.56
McGregor Co.			
Invoice			
<u>Invoice - 6/8/2018 12:41:51 PM</u>			
	2018 - June - June Council Meeting	\$268.82	<u>22037</u>
	Inv#14-7917991/7918039;PO#3517		
001-000-060-575-40-31-00	Operating Supplies	\$0.00	
001-000-060-575-40-48-00	Repairs And Maintenance	\$13.44	
001-000-070-576-80-31-00	Operating Supplies	\$0.00	
001-000-070-576-80-48-00	Repairs & Maintenance	\$8.06	
001-000-100-536-50-31-00	Operating Supplies	\$0.00	
001-000-100-536-50-48-00	Repairs & Maintenance	\$16.13	
102-000-000-542-90-48-00	Repairs And Maint.	\$37.63	
102-000-000-544-70-31-00	Overhead Costs - Supplies	\$0.00	
401-000-000-534-50-48-00	Repairs/maintenance	\$86.02	
401-000-000-534-80-31-00	Office & Operating Supplies	\$0.00	
401-000-000-535-50-48-00	Repairs/maintenance	\$107.54	
401-000-000-535-80-31-00	Office & Operating Supplies	\$0.00	
Total Invoice		1	\$268.82
Total McGregor Co.		1	\$268.82

Reference	Period	Amount	Number
One Call Concepts, Inc.			
Invoice			
Invoice - 6/8/2018 12:44:57 PM	2018 - June - June Council Meeting	\$3.21	<u>22038</u>
	Inv#8059104		
401-000-000-534-80-42-01	Communications-Telephone	\$1.60	
401-000-000-535-80-42-01	Communications-Telephone	\$1.61	
Total Invoice		1	\$3.21
Total One Call Concepts, Inc.		1	\$3.21
Oxarc			
Invoice			
Invoice - 6/8/2018 12:46:35 PM	2018 - June - June Council Meeting	\$189.66	<u>22039</u>
	Inv#30363659/PO#3503		
001-000-060-575-40-31-00	Operating Supplies	\$0.00	
001-000-070-576-80-31-00	Operating Supplies	\$0.00	
001-000-080-576-80-31-00	Chlorine Supplies	\$0.00	
001-000-100-536-50-31-00	Operating Supplies	\$0.00	
102-000-000-544-70-31-00	Overhead Costs - Supplies	\$0.00	
401-000-000-534-80-31-00	Office & Operating Supplies	\$189.66	
401-000-000-535-80-31-00	Office & Operating Supplies	\$0.00	
Total Invoice		1	\$189.66
Total Oxarc		1	\$189.66
Pacific Power (c)			
Invoice			
Invoice - 6/8/2018 12:53:58 PM	2018 - June - June Council Meeting	\$4,909.81	<u>22040</u>
	May 2018 City Power		
001-000-020-514-20-47-00	Public Utilities	\$70.08	
001-000-060-575-40-47-00	Public Utilities	\$360.04	
001-000-070-576-80-47-00	Public Utilities	\$29.24	
001-000-080-576-20-47-00	Public Utilities	\$17.52	
001-000-090-572-50-47-00	Public Utilities	\$100.12	
001-000-100-536-50-47-00	Public Utilities	\$0.00	
102-000-000-542-63-47-00	Street Lighting	\$1,893.79	
401-000-000-534-80-47-01	Public Utilities	\$311.81	
401-000-000-535-80-47-00	Public Utilities	\$2,127.21	
Total Invoice		1	\$4,909.81
Total Pacific Power (c)		1	\$4,909.81
Petty Cash			
Invoice			
Invoice - 6/14/2018 2:24:59 PM	2018 - June - June Council Meeting	\$342.20	<u>22041</u>
	06-20-18 Postage/Travel		
001-000-020-513-10-42-00	Communications-Postage	\$27.04	
001-000-020-514-40-43-00	Travel	\$191.84	

Reference	Period	Amount	Number
Petty Cash			
Invoice			
001-000-020-518-90-49-00	Misc. Active	\$0.00	
001-000-080-576-20-49-00	Miscellaneous	\$20.00	
102-000-000-544-70-49-00	Miscellaneous	\$0.00	
401-000-000-534-80-42-00	Communications-Postage	\$56.83	
401-000-000-535-80-42-00	Communications-Postage	\$46.49	
401-000-000-538-90-40-00	Travel	\$0.00	
Total Invoice		1	\$342.20
Total Petty Cash		1	\$342.20
Postmaster			
Invoice			
<u>Invoice - 6/8/2018 2:09:03 PM</u>	2018 - June - June Council Meeting	\$116.00	<u>22042</u>
	2018 P.O. Box renewal		
001-000-020-513-10-42-00	Communications-Postage	\$23.20	
401-000-000-534-80-42-00	Communications-Postage	\$51.04	
401-000-000-535-80-42-00	Communications-Postage	\$41.76	
Total Invoice		1	\$116.00
Total Postmaster		1	\$116.00
Pumptech, Inc.			
Invoice			
<u>Invoice - 6/8/2018 12:55:31 PM</u>	2018 - June - June Council Meeting	\$5,779.55	<u>22043</u>
	Inv#129717/PO#3497		
401-000-000-535-50-48-00	Repairs/maintenance	\$5,779.55	
Total Invoice		1	\$5,779.55
Total Pumptech, Inc.		1	\$5,779.55
Quality Business Systems, Inc.			
Invoice			
<u>Invoice - 6/12/2018 3:14:55 PM</u>	2018 - June - June Council Meeting	\$18.30	<u>22044</u>
	Inv#1661663		
001-000-020-514-89-48-00	Repairs And Maintenance	\$3.66	
401-000-000-534-50-48-00	Repairs/maintenance	\$8.05	
401-000-000-535-50-48-00	Repairs/maintenance	\$6.59	
<u>Invoice - 6/8/2018 12:56:27 PM</u>	2018 - June - June Council Meeting	\$39.55	<u>22044</u>
	Inv#1631888		
001-000-020-514-89-48-00	Repairs And Maintenance	\$7.91	
401-000-000-534-50-48-00	Repairs/maintenance	\$17.40	
401-000-000-535-50-48-00	Repairs/maintenance	\$14.24	
Total Invoice		2	\$57.85
Total Quality Business Systems, Inc.		2	\$57.85

Reference	Period	Amount	Number
Shaw, Cynthia			
Invoice			
Invoice - 6/8/2018 2:34:02 PM	2018 - June - June Council Meeting	\$65.26	22045
401-000-000-343-40-10-00	Water Revenue	\$65.26	
Total Invoice	1	\$65.26	
Total Shaw, Cynthia	1	\$65.26	
Sun Rental Center			
Invoice			
Invoice - 6/8/2018 1:52:34 PM	2018 - June - June Council Meeting	\$2,077.52	22046
001-000-060-575-40-48-00	Inv#272592A-1/276358-1; PO#3493		
001-000-070-576-80-48-00	Repairs And Maintenance	\$0.00	
001-000-080-576-20-48-00	Repairs & Maintenance	\$0.00	
001-000-100-536-50-48-00	Repairs & Maintenance	\$0.00	
102-000-000-542-90-48-00	Repairs & Maintenance	\$0.00	
401-000-000-534-50-48-00	Repairs And Maint.	\$0.00	
401-000-000-535-50-48-00	Repairs/maintenance	\$2,077.52	
	Repairs/maintenance	\$0.00	
Total Invoice	1	\$2,077.52	
Total Sun Rental Center	1	\$2,077.52	
Tacoma Screw Products, Inc.			
Invoice			
Invoice - 6/8/2018 1:53:23 PM	2018 - June - June Council Meeting	\$2,307.97	22047
001-000-060-575-40-31-00	Inv#22210820/10821/11723/12250;PO#3501		
001-000-070-576-80-31-00	Operating Supplies	\$115.40	
001-000-080-576-20-48-00	Operating Supplies	\$69.24	
001-000-100-536-50-31-00	Repairs & Maintenance	\$0.00	
102-000-000-544-70-31-00	Operating Supplies	\$138.48	
401-000-000-534-80-31-00	Overhead Costs - Supplies	\$323.11	
401-000-000-535-80-31-00	Office & Operating Supplies	\$738.55	
	Office & Operating Supplies	\$923.19	
Total Invoice	1	\$2,307.97	
Total Tacoma Screw Products, Inc.	1	\$2,307.97	
Timken Motor & Crane Svc.			
Invoice			
Invoice - 6/8/2018 2:07:27 PM	2018 - June - June Council Meeting	\$363.88	22048
401-000-000-534-50-48-00	Inv#37551		
401-000-000-535-80-31-00	Repairs/maintenance	\$0.00	
	Office & Operating Supplies	\$363.88	
Total Invoice	1	\$363.88	
Total Timken Motor & Crane Svc.	1	\$363.88	

Reference	Period	Amount	Number
Touchet Valley Publishing, LLC			
Invoice			
<u>Invoice - 6/8/2018 2:08:23 PM</u>	2018 - June - June Council Meeting	\$201.25	<u>22049</u>
	Inv#6469/6461/6462/6552		
001-000-010-511-30-44-00	Advertising	\$201.25	
Total Invoice		1	\$201.25
Total Touchet Valley Publishing, LLC		1	\$201.25
USA Bluebook			
Invoice			
<u>Invoice - 6/8/2018 2:09:37 PM</u>	2018 - June - June Council Meeting	\$2,067.82	<u>22050</u>
	Inv#578806		
001-000-080-576-20-31-00	Office & Operating Supplies	\$0.00	
401-000-000-534-80-31-00	Office & Operating Supplies	\$0.00	
401-000-000-535-80-31-00	Office & Operating Supplies	\$2,067.82	
Total Invoice		1	\$2,067.82
Total USA Bluebook		1	\$2,067.82
VISA - City of Waitsburg EFT			
Invoice			
<u>Invoice - 6/14/2018 2:17:14 PM</u>	2018 - June - June Council Meeting	\$3,538.64	<u>22051</u>
	PO#3523		
001-000-010-511-40-40-00	Council Training	\$0.00	
001-000-010-514-40-40-00	Misc.	\$0.00	
001-000-020-513-10-42-00	Communications-Postage	\$286.13	
001-000-020-514-23-31-00	Office & Operating Supplies	\$174.25	
001-000-020-514-40-41-00	Training	\$0.00	
001-000-020-514-40-43-00	Travel	\$41.36	
001-000-060-575-40-31-00	Operating Supplies	\$126.81	
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	\$0.00	
001-000-070-576-80-48-00	Repairs & Maintenance	\$0.00	
001-000-080-576-20-31-00	Office & Operating Supplies	\$0.00	
001-000-080-576-20-48-00	Repairs & Maintenance	\$17.37	
001-000-090-572-20-31-00	Office & Operating Supplies	\$0.00	
001-000-100-536-50-31-00	Operating Supplies	\$0.00	
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	\$91.54	
102-000-000-544-70-49-00	Miscellaneous	\$0.00	
401-000-000-534-80-31-00	Office & Operating Supplies	\$1,601.34	
401-000-000-534-80-42-00	Communications-Postage	\$626.36	
401-000-000-535-80-31-00	Office & Operating Supplies	\$0.00	
401-000-000-535-80-42-00	Communications-Postage	\$559.13	

Reference	Period	Amount	Number
VISA - City of Waitsburg EFT			
Invoice			
401-000-000-538-90-40-00	Travel	\$14.35	
401-000-000-538-90-40-01	Training	\$0.00	
Total Invoice			1
Total VISA - City of Waitsburg EFT		\$3,538.64	1
WA St. Penitentiary			
Invoice			
Invoice - 6/8/2018 2:17:30 PM			
001-000-060-575-40-48-00	2018 - June - June Council Meeting	\$600.00	<u>22052</u>
	Inv#WSP1804.746		
001-000-070-576-80-48-00	Repairs And Maintenance	\$600.00	
001-000-100-536-50-48-00	Repairs & Maintenance	\$0.00	
102-000-000-542-90-48-00	Repairs & Maintenance	\$0.00	
401-000-000-535-50-48-00	Repairs And Maint	\$0.00	
	Repairs/maintenance	\$0.00	
Total Invoice		\$600.00	1
Total WA St. Penitentiary		\$600.00	1
WA St. Treasurer			
Invoice			
Invoice - 6/12/2018 3:25:52 PM			
001-000-020-524-20-51-00	2018 - June - June Council Meeting	\$27.00	<u>22053</u>
	May 2018 Bldg. Permit Fees		
	Building Inspection Services	\$27.00	
Total Invoice		\$27.00	1
Total WA St. Treasurer		\$27.00	1
Walla Walla Community College			
Invoice			
Invoice - 6/8/2018 2:18:04 PM			
401-000-000-534-50-48-00	2018 - June - June Council Meeting	\$974.58	<u>22054</u>
	Inv#DT1610		
401-000-000-535-50-48-00	Repairs/maintenance	\$487.29	
	Repairs/maintenance	\$487.29	
Total Invoice		\$974.58	1
Total Walla Walla Community College		\$974.58	1

Reference	Period	Amount	Number
Walla Walla Regional Water Testing Services			
Invoice			
Invoice - 6/8/2018 2:18:47 PM	2018 - June - June Council Meeting	\$60.00	22055
401-000-000-534-50-49-00	Inv#7204		
	Intergovt. Svcs./tests	\$60.00	
Total Invoice	1	\$60.00	
Total Walla Walla Regional Water Testing Services	1	\$60.00	
Zoro			
Invoice			
Invoice - 6/8/2018 2:19:20 PM	2018 - June - June Council Meeting	\$10,208.07	22056
401-000-000-595-90-60-00	Inv#SO9457266/PO#3486		
	Capital Outlay - Water	\$10,208.07	
Total Invoice	1	\$10,208.07	
Total Zoro	1	\$10,208.07	
Grand Total	47	\$116,991.93	

Fund Transaction Summary

Transaction Type: Invoice
Fiscal: 2018 - June - June Council Meeting

Fund Number	Description	Amount
001	Current Expense Fund	\$29,251.02
102	City Street Fund	\$2,930.91
107	Municipal Capital Impr. Fund	\$1,692.88
401	Water & Sewer Fund	\$83,117.12
	Count: 4	\$116,991.93