



**CITY OF MATTAWA**  
**COUNCIL MEETING AGENDA**  
**MAY 04, 2023**  
**5:30 P.M.**

Call to Order:

Roll Call: Mayor Maria Celaya, Sun Hwang, Brian Berghout, Silvia Barajas, Tony Acosta, Alex Heredia, Fabiola Hernandez, Wendy Lopez

**I. Additions/Approval of Agenda:**

**II. Public Comments:**

**III. Consent Agenda/Informational:**

- Minutes- Council Meeting 04/20/2023
- Liquor License Renewal: Fabela's Market & Mattawa Grocery
- 2023 Claims EFT & Checks Approval #19802-19815 - \$39,994.29
- 2023 Payroll EFT & Checks Approval #31855-31861 - \$107,586.01
- Treasurer Report

**IV. Reports:**

Mayor Report

- Council Retreat Planning – Discussion

Council Report

Police Department Report

Public Works Department Report

V. Council, Items for Motion (Old Business):

None.

VI. Council, Items for Motion (New Business):

1. WWTF HYCOR Brush subassembly brush purchase

VII. Executive Session: RCW 42.30.110:

- (g) To review the performance of public employee

VIII. Adjournment:



#### IV. Reports

##### Mayor's Report:

- \*\* Mayor Celaya reported that Easter event went great, Fabiola can add to that.
- \*\* Food Distributions: Stephanie & Marlando Sparks have no funding for Grant County. They will try to bring boxes from other distribution locations to Mattawa. They will estimate about 600 boxes.
- \*\* Census meeting with WSD has been postponed until further notice.
- \*\* Mr. Verhey said that he has passed on council youth liaison application to his students.
- \*\* Day of the Children is this Saturday the 29<sup>th</sup> with the parade starting at 11 am. The parade will start at the Saddle Mountain loop at 10-10:30 am, there will be a burrito competition at the park, 12 pinatas, candy, raffles, and the library will be open for activities.

##### Council's Report:

- \*\* Councilwoman Hernandez shared that Fabian Mendez brought 1k eggs to the Easter Egg Hunt and that there needs to be more community help. Overall, it was a good event for the kids.

##### Police Department's Report:

- \*\* Chief Salinas reported that the medicine drop-off event will be on Saturday April 22<sup>nd</sup> from 10am to 2pm. The Wahluke Coalition will be hosting the event.
- \*\* Edgar is doing well, there are minor things he needs to work on. The FTO process is almost complete.
- \*\* Baltazar Avalos is certified as a rifle/handgun instructor.
- \*\* Sergeant Pantaleon attended a line of death course, great information.
- \*\* Vehicle Update: Currently the 2<sup>nd</sup> vehicle is being upfitted. They will not release the 1<sup>st</sup> truck until both are ready.

##### Public Works Department's Report:

- \*\* Basketball Improvement bids ranged from 140k to 200k, which was higher than expected. We will be doing some work in-house to reduce costs.
- \*\* Planted 15 trees at the park.
- \*\* Conducted some weed management.
- \*\* We had Well No. 2 bid opening.
- \*\* The door frame will be arriving next week.
- \*\* Government Rd. pathway is moving forward with the project.

#### V. Council Items For Motion (Old Business):

##### 1. **Ordinance No. 23-684 Establishing Advisory Tree Board**

**Katherine explained that this ordinance is to establish a tree board per Tree City USA requirements.**

**Councilwoman Hernandez asked about the budget, Katherine said the tree board does not require financial, the Tree City USA would require a \$2 per capita.**

**M/s; Acosta / Hernandez motion to approve this ordinance. Motion carried.**

2. **Resolution 23.04.06 Fee Schedule**  
The resolution was brought back since the business license fee was missing.  
M/s; Acosta / Berghout motion to approve this resolution. Motion carried.

**VI. Council Items For Motion (New Business):**

1. **WSD Class of 2023 Senior Parade**  
Juan said he spoke with Mr. Marlow to see if the parade can be before graduation to avoid any delays after graduation ceremony.  
M/s; Heredia / Barajas motion to approve this event. Motion carried.
2. **Well #2 Rehabilitation & Testing – Award**  
M/s; Acosta / Heredia motion to approve option 1 which is the engineer’s recommendation.  
Motion carried.
3. **Resolution 23.04.07 Arbor Day Proclamation**  
M/s; Berghout / Hernandez motion to approve this resolution. Motion carried.  
- Mayor Celaya read the official proclamation for Arbor Day to be the last Friday of every April.
4. **PUD Pay Station – Amendment No. 6**  
M/s; Acosta / Barajas motion to approve this amendment. Motion carried.

**VII.** The council meeting was adjourned at 6:27 P.M. M/s; Acosta / Heredia. Motion carried.

Respectfully submitted,

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Anabel Martinez, City Clerk

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Maria Celaya, Mayor

C091080-2

WASHINGTON STATE LIQUOR AND CANNABIS BOARD

DATE: 04/06/2023

LICENSED ESTABLISHMENTS IN INCORPORATED AREAS CITY OF MATTAWA  
(BY ZIP CODE) FOR EXPIRATION DATE OF 20230731

	LICENSEE	BUSINESS NAME AND ADDRESS	LICENSE NUMBER	PRIVILEGES
1 .	FABELA, JOEL P FABELA, MARIA A	FABELA'S MARKET 102 S SELKIRK AVE MATTAWA WA 99349 0000	083293	GROCERY STORE - BEER/WINE
2 .	MATTAWA GROCERY LLC	MATTAWA GROCERY 123 GOVERNMENT RD MATTAWA WA 99349 1700	363610	SPIRITS RETAILER SPIRITS RETAILER

# ACCOUNTS PAYABLE

City Of Mattawa

Time: 16:10:24 Date: 05/01/2023

As Of: 05/04/2023

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Accts Pay #	Received	Date Due	Vendor	Amount	Memo
<b>16100</b>	<b>05/04/2023</b>	<b>05/04/2023</b>	<b>2793</b>	<b>BARAJAS, LAUREANO</b>	<b>100.00 Refund Utility Deposit</b>
	589 30 01 00	Deposit Refunds - Custome	403 000 580 Customer Depo	100.00	Refund Utility Deposit
<b>16113</b>	<b>05/04/2023</b>	<b>05/04/2023</b>	<b>3130</b>	<b>CASCADE ANALYTICAL EUROFINs, EUROFINs I</b>	<b>222.00 RC Water Samples</b>
	534 10 41 02	Chemical Samples	401 000 534 Water Operatin	222.00	RC Water Samples
<b>16106</b>	<b>05/04/2023</b>	<b>05/04/2023</b>	<b>1886</b>	<b>CENTURY LINK</b>	<b>66.77 WWTF SCADA System</b>
	535 10 42 00	Telephone	405 000 535 Sewer Operatin	66.77	WWTF SCADA System
<b>16107</b>	<b>05/04/2023</b>	<b>05/04/2023</b>	<b>1886</b>	<b>CENTURY LINK</b>	<b>122.88 Lift Station Line</b>
	535 10 42 00	Telephone	405 000 535 Sewer Operatin	122.88	Lift Station Line
<b>16114</b>	<b>05/04/2023</b>	<b>05/04/2023</b>	<b>3284</b>	<b>DOOLEY ENTERPRISES INC</b>	<b>1,461.91 MPD- Ammunition</b>
	521 22 35 00	LE Equipment/Supplies	001 000 521 Current Expens	1,461.91	MPD- Ammunition
<b>16116</b>	<b>05/04/2023</b>	<b>05/04/2023</b>	<b>2304</b>	<b>FIRST BANKCARD</b>	<b>9,593.24 Credit Card Expenses- PW</b>
	534 10 31 00	Office Supplies	401 000 534 Water Operatin	19.49	Storage Bin/Dry Eraser
	534 10 31 00	Office Supplies	401 000 534 Water Operatin	186.02	Batteries
	534 10 31 00	Office Supplies	401 000 534 Water Operatin	143.06	Wall Station
	534 10 31 03	Uniforms	401 000 534 Water Operatin	97.55	Overalls
	534 10 35 00	Small Tools & Equipment	401 000 534 Water Operatin	1,363.00	Compactor Machine
	534 10 41 05	Professional Services	401 000 534 Water Operatin	16.25	Acrobat Pro
	534 10 41 05	Professional Services	401 000 534 Water Operatin	0.99	Icloud Storage
	535 10 31 00	Office Supplies	405 000 535 Sewer Operatin	186.02	Batteries
	535 10 48 02	Sewer Plant Maintenance	405 000 535 Sewer Operatin	288.66	WWTF Lagon Pump
	537 10 31 00	Office Supplies	420 000 537 Solid Waste Fu	186.01	Batteries
	554 30 31 00	Animal Control / Supplies	001 000 554 Current Expens	97.64	Garden Hoose
	554 30 31 00	Animal Control / Supplies	001 000 554 Current Expens	95.92	Water Hoose, Water Filter, Shut-pff Valve
	554 30 31 00	Animal Control / Supplies	001 000 554 Current Expens	302.44	Steel Trash Can
	572 20 31 00	Library Maintenance And C	001 000 572 Current Expens	541.95	Wireless Door Sensor
	594 76 63 01 2022	Paul Lauzier Grant - F	001 000 594 Current Expens	3,034.12	Basketball Hoop
	594 76 63 01 2022	Paul Lauzier Grant - F	001 000 594 Current Expens	3,034.12	Basketball Hoop
<b>16117</b>	<b>05/04/2023</b>	<b>05/04/2023</b>	<b>2304</b>	<b>FIRST BANKCARD</b>	<b>1,687.84 Credit Card Expenses-MPD</b>
	521 10 49 00	Professional Services	001 000 521 Current Expens	16.22	Acorbat Pro
	521 10 49 00	Professional Services	001 000 521 Current Expens	108.20	Shedule Anywhere License
	521 20 42 00	Telephone	001 000 521 Current Expens	89.45	Office Phone Lines
	521 20 48 00	Vehicle Repair And Mainte	001 000 521 Current Expens	240.17	Motor Oil

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521 22 35 00	LE Equipment/Supplies		001 000 521 Current Expens	648.00	Ammo
521 40 40 00	Training		107 000 521 Public Safety T	226.80	Red Tape Evidences
521 40 49 00	Training		001 000 521 Current Expens	359.00	Calibre Press For Female Enfocers-Segeant Pantaleon
<b>16119</b>	<b>05/04/2023</b>	<b>05/04/2023</b>	<b>2304</b>	<b>1,359.66</b>	<b>Credit Card Expenses- Clerks</b>
514 23 31 02	Office Supplies		001 000 514 Current Expens	65.56	Color Clips,Liner Waste
514 23 31 02	Office Supplies		001 000 514 Current Expens	225.00	Ring Binder/Binder Clip/Sheet Protector/Trash Bags/Post Notes/Dusters/batteries
514 23 31 02	Office Supplies		001 000 514 Current Expens	35.77	Paper Towels
514 23 31 02	Office Supplies		001 000 514 Current Expens	24.93	Bathroom Tissue
514 23 49 02	Assoc. Dues/AWC		001 000 514 Current Expens	185.00	Municipal Clerks Due- Anabel Martinez
518 23 42 14	Telephone/Internet Expense		001 000 518 Current Expens	67.95	Cityhall Internet Services
518 23 42 14	Telephone/Internet Expense		001 000 518 Current Expens	47.77	Office Phone Line
518 70 31 00	Other Supplies And Furnitu		001 000 518 Current Expens	313.35	Folding Chairs Lobby
521 20 31 00	Office Supplies		001 000 521 Current Expens	35.77	Paper Towels
521 20 31 00	Office Supplies		001 000 521 Current Expens	24.93	Bathroom Tissue
521 20 31 00	Office Supplies		001 000 521 Current Expens	51.92	Sergeant Pantaleon Business Cards
521 20 31 00	Office Supplies		001 000 521 Current Expens	51.92	Officer Villa Business Cards
534 10 31 00	Office Supplies		401 000 534 Water Operatin	18.60	Tabs For Binders
534 10 31 00	Office Supplies		401 000 534 Water Operatin	17.89	Paper Towels
534 10 31 00	Office Supplies		401 000 534 Water Operatin	12.47	Bathroom Tissue
534 10 42 00	Telephone		401 000 534 Water Operatin	47.77	Office Phone Line
535 10 31 00	Office Supplies		405 000 535 Sewer Operatin	17.88	Paper Towels
535 10 31 00	Office Supplies		405 000 535 Sewer Operatin	12.46	Bathroom Tissue
535 10 42 00	Telephone		405 000 535 Sewer Operatin	47.77	Office Phone Line
535 10 47 00	Utilities		405 000 535 Sewer Operatin	54.95	WWTF Internet Services
<b>16109</b>	<b>05/04/2023</b>	<b>05/04/2023</b>	<b>1698</b>	<b>2,457.18</b>	<b>Power Billing March 2023</b>
534 10 47 01	Utilities		401 000 534 Water Operatin	216.63	709 1st Street
535 10 47 00	Utilities		405 000 535 Sewer Operatin	70.87	8th Street Portage Ave
535 10 47 00	Utilities		405 000 535 Sewer Operatin	1,720.48	23780 U Rd
576 80 47 00	Park Utilities		001 000 576 Current Expens	145.33	104 Portage Ave
576 80 47 00	Park Utilities		001 000 576 Current Expens	303.87	710 1st Street
<b>16118</b>	<b>05/04/2023</b>	<b>05/04/2023</b>	<b>2313</b>	<b>700.00</b>	<b>Pre-employment Psychological Evaluation-Moises Gatica</b>
521 10 49 00	Professional Services		001 000 521 Current Expens	700.00	Pre-employment Psychological Evaluation-Moises Gatica
<b>16099</b>	<b>05/04/2023</b>	<b>05/04/2023</b>	<b>3545</b>	<b>100.00</b>	<b>Refund Utility Deposit</b>
			<b>MENDEZ PONCE, FLORENCIA</b>		

# ACCOUNTS PAYABLE

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Accts Pay #	Received	Date Due	Vendor	Amount	Memo	
	589 30 01 00	Deposit Refunds - Custome	403 000 580 Customer Depo	100.00	Refund Utility Deposit	
<b>16111</b>	<b>05/04/2023</b>	<b>05/04/2023</b>	<b>494</b>	<b>OVS</b>	<b>187.73</b>	<b>Parts/Supplies</b>
	576 80 48 00	Park Maintenance	001 000 576 Current Expens	187.73	Green Turbo-Key, Hose Clamp, Adaptor, Female Hose	
<b>16103</b>	<b>05/04/2023</b>	<b>05/04/2023</b>	<b>2798</b>	<b>PACIFIC OFFICE AUTOMATION</b>	<b>247.64</b>	<b>Monthly Equipment Fee March</b>
	518 70 45 01	Copier Lease	001 000 518 Current Expens	82.55	Monthly Equipment Fee March	
	534 10 45 01	Copier Lease	401 000 534 Water Operatin;	82.55	Monthly Equipment Fee March	
	535 10 45 01	Copier Lease	405 000 535 Sewer Operatin	82.54	Monthly Equipment Fee March	
<b>16104</b>	<b>05/04/2023</b>	<b>05/04/2023</b>	<b>2798</b>	<b>PACIFIC OFFICE AUTOMATION</b>	<b>593.72</b>	<b>Print Ink Usage March</b>
	518 70 45 01	Copier Lease	001 000 518 Current Expens	197.91	Print Ink Usage March	
	534 10 45 01	Copier Lease	401 000 534 Water Operatin;	197.91	Print Ink Usage March	
	535 10 45 01	Copier Lease	405 000 535 Sewer Operatin	197.90	Print Ink Usage March	
<b>16108</b>	<b>05/04/2023</b>	<b>05/04/2023</b>	<b>2729</b>	<b>QUADIENT FINANCE USA INC.</b>	<b>50.00</b>	<b>Postage Machine</b>
	514 23 31 00	Postage	001 000 514 Current Expens	16.67	Postage Machine	
	534 10 30 02	Postage	401 000 534 Water Operatin;	16.67	Postage Machine	
	535 10 31 01	Postage	405 000 535 Sewer Operatin	16.66	Postage Machine	
<b>16115</b>	<b>05/04/2023</b>	<b>05/04/2023</b>	<b>3313</b>	<b>RACOM CORPORATION</b>	<b>5,839.46</b>	<b>Radios For New MPD Trucks</b>
	521 20 64 00	Police Vehicles - Equipmen	102 000 521 Police Vehicle I	5,839.46	Radios For New MPD Trucks	
<b>16112</b>	<b>05/04/2023</b>	<b>05/04/2023</b>	<b>3299</b>	<b>SOILTEST FARM CONSULTANTS INC</b>	<b>35.00</b>	<b>WWTP RC Samples</b>
	535 10 41 02	Testing Samples	405 000 535 Sewer Operatin	35.00	WWTP RC Samples	
<b>16102</b>	<b>05/04/2023</b>	<b>05/04/2023</b>	<b>3405</b>	<b>STERICYCLE INC</b>	<b>136.62</b>	<b>Shredding Services 4/5/2023</b>
	518 30 49 14	Professional Services	001 000 518 Current Expens	68.31	Shredding Services 4/5/2023	
	521 10 49 00	Professional Services	001 000 521 Current Expens	68.31	Shredding Services 4/5/2023	
<b>16105</b>	<b>05/04/2023</b>	<b>05/04/2023</b>	<b>2737</b>	<b>US CELLULAR- PASCO</b>	<b>566.03</b>	<b>PW &amp; Mayor/Clerks Cell Phone Services Fees</b>
	518 23 42 14	Telephone/Internet Expense	001 000 518 Current Expens	194.00	Mayor/Clerks Cell Phone Services Fees	
	534 10 42 00	Telephone	401 000 534 Water Operatin;	186.02	PW Cell Phone Services Fees	
	535 10 42 00	Telephone	405 000 535 Sewer Operatin	186.01	PW Cell Phone Services Fees	
<b>16101</b>	<b>05/04/2023</b>	<b>05/04/2023</b>	<b>471</b>	<b>WAHLUKE SCHOOL DISTRICT</b>	<b>7,122.54</b>	<b>Cops Grant Expenditures #16</b>
	521 10 10 02	Contracts & Consultants - V	105 000 521 COPS Grant	7,122.54	Cops Grant Expenditures #16	

# ACCOUNTS PAYABLE

City Of Mattawa

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Accts Pay #	Received	Date Due	Vendor	Amount	Memo
16110	05/04/2023	05/04/2023	748	<b>310.54</b>	<b>Parts/Supplies</b>
			<b>WEAVER DISTRUBUTING</b>		
542 30 31 00			Supplies And Postage	310.54	Screw Zinc, Washer Tek, Hex
			101 000 542 Street Fund		

Report Total: 32,960.76

Fund	
001 Current Expense Fund	13,123.69
101 Street Fund	310.54
102 Police Vehicle Fund	5,839.46
105 COPS Grant	7,122.54
107 Public Safety Tax Fund	226.80
401 Water Operating Fund	2,844.87
403 Customer Deposit Fund	200.00
405 Sewer Operating Fund	3,106.85
420 Solid Waste Fund	186.01

This report has been reviewed by:

Anabel Martinez  
Anabel Martinez - City Clerk

5/1/23  
Date

REMARKS:

# TREASURER'S REPORT

## Fund Totals

City Of Mattawa

Time: 13:08:53 Date: 05/01/2023

02/01/2023 To: 02/28/2023

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Fund	Previous Balance	Revenue	Expenditures	Ending Balance	Claims Clearing	Payroll Clearing	Outstanding Deposits	Adjusted Ending Balance
001 Current Expense Fund	1,053,827.68	77,397.22	97,919.01	1,033,305.89	962.94	39,835.79	-274.00	1,073,830.62
101 Street Fund	508,760.67	4,685.54	6,493.08	506,953.13	2,873.04	1,112.53	0.00	510,938.70
102 Police Vehicle Fund	14,782.79	2.85	3,269.63	11,516.01	0.00	0.00	0.00	11,516.01
103 Multimodal Transportation Fund	79,649.38	0.00		79,649.38	0.00	0.00	0.00	79,649.38
105 COPS Grant	0.00	0.00	7,106.38	-7,106.38	0.00	0.00	0.00	-7,106.38
106 LFRF Fund	1,284,776.97	0.00		1,284,776.97	0.00	0.00	0.00	1,284,776.97
107 Public Safety Tax Fund	-10,504.95	19,173.40	11,585.61	-2,917.16	2,129.95	0.00	0.00	-787.21
140 Transportation Benefit Fund	277,900.18	5,708.20		283,608.38	0.00	0.00	0.00	283,608.38
350 Capital Improvement Fund	158,972.42	36.33	4,200.00	154,808.75	0.00	0.00	0.00	154,808.75
401 Water Operating Fund	780,554.09	46,861.04	47,528.00	779,887.13	8,618.72	5,349.30	-3,441.14	790,414.01
402 Water Bond Debt Fund	37,436.71	0.00		37,436.71	0.00	0.00	0.00	37,436.71
403 Customer Deposit Fund	0.00	100.00	100.00	0.00	225.70	0.00	0.00	225.70
404 Water Bond Reserve Fund	79,333.63	0.00		79,333.63	0.00	0.00	0.00	79,333.63
405 Sewer Operating Fund	-22,355.95	58,540.43	37,398.98	-1,214.50	854.40	5,572.41	-4,667.44	544.87
406 Sewer Debt Fund	307,063.24	419.19		307,482.43	0.00	0.00	0.00	307,482.43
407 Water Emergency Fund	62,228.02	12.01		62,240.03	0.00	0.00	0.00	62,240.03
408 Sewer Emergency Fund	21,176.65	4.09		21,180.74	0.00	0.00	0.00	21,180.74
410 Sewer Reserve Fund	83,453.83	16.10		83,469.93	0.00	0.00	0.00	83,469.93
411 Water Capital Improvement	476,951.89	92.02		477,043.91	0.00	0.00	0.00	477,043.91
412 Sewer Capital Improvement	666,865.38	128.67		666,994.05	0.00	0.00	0.00	666,994.05
413 Water Deposits	11,677.47	0.00		11,677.47	0.00	0.00	0.00	11,677.47
414 Sewer Deposits	11,677.46	0.00		11,677.46	0.00	0.00	0.00	11,677.46
420 Solid Waste Fund	139,110.21	31,567.45	32,014.58	138,663.08	62.00	970.37	-2,985.80	136,709.65
460 Water System Construction	73,796.49	0.00		73,796.49	0.00	0.00	0.00	73,796.49
639 Custodial Fund	25.00	75.00		100.00	0.00	0.00	0.00	100.00
	<b>6,097,159.26</b>	<b>244,819.54</b>	<b>247,615.27</b>	<b>6,094,363.53</b>	<b>15,726.75</b>	<b>52,840.40</b>	<b>-11,368.38</b>	<b>6,151,562.30</b>

(A)

(B)

(C)

(D)

# TREASURER'S REPORT

## Account Totals

City Of Mattawa

Time: 13:08:53 Date: 05/01/2023

02/01/2023 To: 02/28/2023

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Cash Accounts	Beg Balance	Deposits	Withdrawals	Ending	Outstanding Rec	Outstanding Exp	Adj Balance
1 Checking	3,134,714.34	220,388.31	223,965.79	3,131,136.86	-11,368.38	68,567.15	3,188,335.63
2 Petty Cash - PUD	300.00	0.00	0.00	300.00	0.00	0.00	300.00
3 Petty Cash - TOM	400.00	0.00	0.00	400.00	0.00	0.00	400.00
5 LGIP	243,613.20	861.35	0.00	244,474.55	0.00	0.00	244,474.55
6 US Bond 3.6 Yr.	1,000,000.00	0.00	0.00	1,000,000.00	0.00	0.00	1,000,000.00
7 US Bond 4 Yr.	1,000,000.00	0.00	0.00	1,000,000.00	0.00	0.00	1,000,000.00
8 US Bond 2.6 Yr.	717,566.13	0.00	0.00	717,566.13	0.00	0.00	717,566.13
9 Xpress EFT	565.59	27,692.42	27,772.02	485.99	0.00	0.00	485.99
<b>Total Cash:</b>	<b>6,097,159.26</b>	<b>248,942.08</b>	<b>251,737.81</b>	<b>6,094,363.53</b>	<b>-11,368.38</b>	<b>68,567.15</b>	<b>6,151,562.30</b>
	6,097,159.26	248,942.08	251,737.81	6,094,363.53	-11,368.38	68,567.15	6,151,562.30

(A)

(B)

# TREASURER'S REPORT

## Outstanding Vouchers

City Of Mattawa

02/01/2023 To: 02/28/2023

As Of: 02/28/2023 Date: 05/01/2023

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Year	Trans#	Date	Type	Acct#	War#	Vendor	Amount	Memo
2023	669	02/27/2023	Tr Rec	1		VALDEZ, VICTOR MANUEL	30.00	
2023	670	02/27/2023	Tr Rec	1		MISC/FAX/NOTARY/ETC	10.00	
2023	671	02/27/2023	Tr Rec	1		POLICE MISC	10.00	
2023	690	02/27/2023	Tr Rec	1		POLICE MISC	40.00	
2023	691	02/27/2023	Util Pay	1		XPRESS BILL PAY	1,940.08	Xpress Import - CC - 02-27-2023__daily_batch.csv
2023	692	02/28/2023	Util Pay	1		BATCH UTILITY CUSTOMER	1,876.44	
2023	693	02/28/2023	Util Pay	1		BATCH UTILITY CUSTOMER	391.57	
2023	694	02/28/2023	Tr Rec	1		MISC/FAX/NOTARY/ETC	1.00	
2023	695	02/28/2023	Util Pay	1		BATCH UTILITY CUSTOMER	682.20	
2023	696	02/28/2023	Tr Rec	1		BEHLING, JEFF	63.00	
2023	697	02/28/2023	Tr Rec	1		MISC/FAX/NOTARY/ETC	10.00	
2023	698	02/28/2023	Util Pay	1		BATCH UTILITY CUSTOMER	365.50	
2023	699	02/28/2023	Tr Rec	1		MISC/FAX/NOTARY/ETC	10.00	
2023	700	02/28/2023	Util Pay	1		BATCH UTILITY CUSTOMER	2,700.00	
2023	701	02/28/2023	Tr Rec	1		P.D SANHU, POST OFFICE/BEAUTY SALON	100.00	
2023	702	02/28/2023	Util Pay	1		BATCH UTILITY CUSTOMER	231.00	
2023	703	02/28/2023	Util Pay	1		XPRESS BILL PAY	2,907.59	Xpress Import - CC - 02-28-2023__daily_batch.csv
Receipts Outstanding:							11,368.38	Ⓢ
2023	664	02/28/2023	Payroll	1	EFT	AFLAC	451.73	Pay Cycle(s) 02/01/2023 To 02/28/2023 - AFLAC PRE TAX; Pay Cycle(s) 02/01/2023 To 02/28/2023 - AFLAC
2023	665	02/28/2023	Payroll	1	EFT	COLUMBIA BANK 1117 MATTAWA	18,622.20	941 Deposit for Pay Cycle(s) 02/01/2023 - 02/28/2023
2023	666	02/28/2023	Payroll	1	EFT	WA STATE DEPT. OF RETIREMENT	10,712.08	Pay Cycle(s) 02/01/2023 To 02/28/2023 - PERS 2; Pay Cycle(s) 02/01/2023 To 02/28/2023 - LEOFF 2
2023	667	02/28/2023	Payroll	1	EFT	WA STATE SUPPORT REGISTRY	508.88	Pay Cycle(s) 02/01/2023 To 02/28/2023 - Child Support
2023	668	02/28/2023	Payroll	1	EFT	WASHINGTON TEAMSTERS WELFARE TRUST	18,757.20	Pay Cycle(s) 02/01/2023 To 02/28/2023 - Teamsters Medical
2019	2585	09/05/2019	Claims	1	17351	MAYBELINE PANTALEON	46.88	Reimb. On Fuel /Meal During Interview W/ DEA In Spokane, WA
2020	1766	05/07/2020	Claims	1	17808	STRIPE RITE INC.	2,848.04	PW- Parts/Supplies
2020	1769	05/07/2020	Claims	1	17811	U.S. BANK MUN INV. ACCOUNT	26.00	Bank Fee March '20
2020	2166	06/04/2020	Claims	1	17854	JUAN CARLOS LEDEZMA	25.00	Reimbursement Pesticide Field Test
2020	3039	08/06/2020	Claims	1	17967	Martin Rojas - Lopez	5.20	Refund Utility Deposit
2020	3425	09/03/2020	Claims	1	18021	Irma Ponce Garcia	5.30	Refund Utility Deposit
2020	4875	12/17/2020	Claims	1	18259	YESSICA CRUZ GARCIA	15.20	Refund Utility Deposit

# TREASURER'S REPORT

## Outstanding Vouchers

City Of Mattawa

02/01/2023 To: 02/28/2023

As Of: 02/28/2023 Date: 05/01/2023

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Year	Trans#	Date	Type	Acct#	War#	Vendor	Amount	Memo
2021	597	02/04/2021	Claims	1	18361	JONATHAN HERNANDEZ NUNEZ	100.00	Refund Utility Deposit
2022	3658	12/31/2022	Claims	1	19578	CLASSY CUTZZ BARBER STUDIO	100.00	Refund Utility Deposit
2023	350	02/02/2023	Claims	1	19662	THINK TANK SANITATION INC.	180.00	Portable Restroom Jan. 2023
2023	352	02/02/2023	Claims	1	19664	U.S. BANK MUN INV. ACCOUNT	26.00	Bank Fees Dec. 2022
2023	500	02/16/2023	Claims	1	19670	911 SUPPLY PUBLIC SAFETY GEAR&APPAREL	170.13	MPD- Uniforms
2023	502	02/16/2023	Claims	1	19672	EUROFINS MICROBIOLOGY LAB CASCADE ANALYTICAL EUROFINS	295.00	Water RC Samples
2023	506	02/16/2023	Claims	1	19676	CORRECT EQUIPMENT	7,659.54	Well No 3 & 4 Flow Meters
2023	511	02/16/2023	Claims	1	19681	MATTAWA TIRE CENTER	315.25	PW- Vehicle Maint.
2023	512	02/16/2023	Claims	1	19682	NATIONAL BAND & TAG COMPANY	86.10	Dog License Tags
2023	514	02/16/2023	Claims	1	19684	PACIFIC OFFICE AUTOMATION	122.00	Print Ink Usage Dec. 2022
2023	515	02/16/2023	Claims	1	19685	PETRO-USA MATTAWA MART	2,918.21	PW Fuel; MPD Fuel Services
2023	516	02/16/2023	Claims	1	19686	RIO'S AUTO AG SUPPLY	91.14	Parts/Supplies
2023	520	02/16/2023	Claims	1	19690	THINK TANK SANITATION INC.	225.00	Portable Restrooms February 2023
2023	521	02/16/2023	Claims	1	19691	U.S. BANK MUN INV. ACCOUNT	26.00	Bank Fees Jan. 2023
2023	522	02/16/2023	Claims	1	19692	UNITED STATES POSTAL SERVICES	186.00	Utility Bills Postage Fee February 2023
2023	525	02/16/2023	Claims	1	19695	VISION MUNICIPAL SOLUTIONS LLC	54.77	IT Services-Annual Sub. Prorated 1-27/8-31
2023	527	02/16/2023	Claims	1	19697	WASTE MANAGEMENT	199.99	WWTF Garbage Disposal
2019	730	02/28/2019	Payroll	1	31522	BRIAN BERGHOUT	57.71	
2022	3596	12/30/2022	Payroll	1	31830	MARIA MAGGIE CELAYA	859.75	
2022	3599	12/30/2022	Payroll	1	31831	FABIOLA G HERNANDEZ	57.71	
2023	301	01/31/2023	Payroll	1	31834	ANTONIO D ACOSTA	115.44	
2023	306	01/31/2023	Payroll	1	31837	MARIA MAGGIE CELAYA	867.25	
2023	309	01/31/2023	Payroll	1	31838	FABIOLA G HERNANDEZ	115.44	
2023	638	02/28/2023	Payroll	1	31841	ANTONIO D ACOSTA	115.44	
2023	640	02/28/2023	Payroll	1	31842	SILVIA BARAJAS	115.44	
2023	641	02/28/2023	Payroll	1	31843	BRIAN BERGHOUT	115.44	
2023	642	02/28/2023	Payroll	1	31844	MARIA MAGGIE CELAYA	867.25	
2023	645	02/28/2023	Payroll	1	31845	FABIOLA G HERNANDEZ	115.44	
2023	662	02/28/2023	Payroll	1	31846	TEAMSTERS LOCAL #760	194.00	Pay Cycle(s) 02/01/2023 To 02/28/2023 - Union Dues
2023	663	02/28/2023	Payroll	1	31847	WA STATE LABOR COALITION	192.00	Pay Cycle(s) 02/01/2023 To 02/28/2023 - Union Dues (PD)

68,567.15

Fund	Claims	Payroll	Total
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# TREASURER'S REPORT

## Outstanding Vouchers

02/01/2023 To: 02/28/2023

As Of: 02/28/2023 Date: 05/01/2023

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City Of Mattawa

Year	Trans#	Date	Type	Acct#	War#	Vendor	Amount	Memo	
							Claims	Payroll	Total
001	Current Expense Fund						962.94	39,835.79	40,798.73
101	Street Fund						2,873.04	1,112.53	3,985.57
107	Public Safety Tax Fund						2,129.95	0.00	2,129.95
401	Water Operating Fund						8,618.72	5,349.30	13,968.02
403	Customer Deposit Fund						225.70	0.00	225.70
405	Sewer Operating Fund						854.40	5,572.41	6,426.81
420	Solid Waste Fund						62.00	970.37	1,032.37
							<u>15,726.75</u>	<u>52,840.40</u>	<u>68,567.15</u>

**TREASURER'S REPORT**

**Signature Page**

City Of Mattawa

Time: 13:08:53 Date: 05/01/2023

02/01/2023 To: 02/28/2023

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We the undersigned officers for the City of Mattawa have reviewed the foregoing report and acknowledge that to the best of our knowledge this report is accurate and true:

Signed: Shabel, TB 5/1/23 Clerk / Treasurer / Date      Signed: \_\_\_\_\_ Mayor / Date

**CITY OF MATTAWA  
STAFF REPORT**

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To: City Council  
From: Staff  
Date: May 4, 2023  
Proceeding Type: New Business  
Subject: WWTP Hycor Brush Subassembly

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**Legislative History:**

- |                        |               |
|------------------------|---------------|
| • First Presentation:  | May 4, 2023   |
| • Second Presentation: |               |
| • Requested Action:    | Motion Needed |

**Staff Report Summary**

The subject in front of City Council is to authorize the purchase of a Hycor brush subassembly for the wastewater treatment plant.

**Background**

The Wastewater hycor screen (auger) plays a critical role in the treatment plant process. The auger screens inorganic items before the wastewater enters the basin. When the screening process begins to fail, a significant volume of inorganics appears throughout the facility such as in the basin, clarifiers, filtrate lift station and UV system. The last time the brushes were replaced was over five (5) years ago. During the summer months wastewater flow increases significantly. Replacing the brushes on the auger is required to avoid/reduce Department of Ecology permit violations.

**Fiscal and Policy Implications**

Financial impacts are expected to be \$1,606.00, not including shipping and tax; No policy implications are anticipated.

FUND	BARS	LINE ITEM	AMOUNT BUDGETED	CURRENT EXPENDITURE	REMAINING BUDGET AMOUNT	
405	535.10.48.02	Sewer Plant Maintenance	\$24,000	\$3,248	\$20,752	86 %

**Options**

1. Authorize the purchase of a Hycor brush subassembly for the wastewater treatment plant.
2. Do not authorize the purchase of a Hycor brush subassembly for the wastewater treatment plant; and acknowledge other treatment plant components/ systems will be affected and violations with Department of Ecology will arise.

**Staff Recommendation**

1. Authorize the purchase of a Hycor brush subassembly for the wastewater treatment plant.

**Attachments**

A.	Hycor picture
B.	Quote

**Engineering Review**

The following documents are attached and subject to engineer review:

Type of Document	Title of Document	Date Reviewed by Engineering
▪ N/A		

**Legal Review**

The following documents are attached and subject to legal review:

Type of Document	Title of Document	Date Reviewed by Legal Counsel
▪ N/A		

**Financial Review**

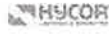
The following documents are subject to financial review:

Document	Initials	Date Reviewed by Financial Review
▪ Staff Report		
<b>Comment:</b>		



### Aftermarket Care – Quotation

1401 W. Cypress Creek Rd. – Suite 100, Fort Lauderdale, FL 33309 - HEADQUARTERS  
562 Bunker Court, Vernon Hills, IL 60061  
100 Schreiber Dr., Trussville, AL 35173



1-888-Parkson

\*The Quotation is submitted pursuant to Parkson Corporation Aftermarket Terms and Conditions, which are embedded below

Quote Name	Mattawa, WA HLS500 H-0012715Z vep 4-18-23	Created Date	4/21/2023
Quote Number	00034464	Expiration Date	5/18/2023
Prepared By	Ray Coulter	Contact Name	Kevin Webster
Phone	(954) 917-1879	Phone	(509) 932-3532
Email	rcoulter@parkson.com	Email	kwebster@cityofmattawa-wa.gov
Fax	(954) 252-4085		
Bill To Name	Mattawa WWTP, WA	Ship To Name	Mattawa WWTP, WA
Freight	Prepay and Add	Payment Terms	Net 30
		Estimated Delivery	In Stock
		FOB:	Shipping Point

Item Number	Product	Quantity	Sales Price	Total Price
5250-020/A4	Brush Subassembly 500 (Brush, Clamps & Fasteners)	1.00	\$1,581.00	\$1,581.00
0900000-	x- Freight	1.00	\$0.00	\$0.00
0900100	x- Packaging and Handling for orders under \$2,000.00 / Waived for Credit Card Orders / Does Not Including Shipping Cost / Actual Freight Cost will be Charged	1.00	\$25.00	\$25.00

Line Items	3	Subtotal	\$1,606.00
		<b>Total Price</b>	<b>\$1,606.00</b>

Please complete information below:

<b>BILL TO Name:</b> _____	<b>SHIP TO Name:</b> _____
<b>Address:</b> _____	<b>Address:</b> _____
<b>City, State, Zip:</b> _____	<b>City, State, Zip:</b> _____
<b>PO #:</b> _____	<b>SHIP TO Attn of:</b> _____
<b>Bill to - Email:</b> _____	<b>Phone:</b> _____

All amounts expressed in US Dollars

#### Quote Acceptance Information

Signature  
Name  
Title  
Date

### Wastewater Treatment Plant

#### -Hycor Screen

