

City of Zillah
Study Session Minutes
January 17, 2012

CALL TO ORDER

The meeting was called to order at 6:00 p.m. by Mayor Pro tem Kevin Russell

ROLL CALL

The following were:

Present: Mayor Gary Clark (arrived at 6:10 p.m.), Councilmembers Kevin Russell, Doug Stewart, Janice Gonzales (arrived at 6:13 p.m.), and Jeff Miles

Also Present: Police Chief Dave Simmons, Public Works Director Tim Tilley, Clerk/Treasurer Sharon Bounds, and City Attorney Jamie Carmody

Absent: Councilmember Bob Gallagher and Fire Chief/Bldg. Official Dan Hargroves

Mr. Miles asked to change the agenda as follows: Move item 6H under New Business to item 6B, and to add item 6C "Review local Agency Agreement" and the other agenda items will move down sequentially.

CONSENT AGENDA

- A. Review minutes of Study Session dated January 3, 2012.
- B. Review minutes of Council Meeting dated January 3, 2012.
- C. Review payroll vouchers dated January 13, 2012, numbers 29984 to 30002 and Direct Deposit in the amount of \$51,816.15.
- D. Review claim vouchers dated January 17, 2012, numbers 40747 to 40809 in the amount of \$161,121.80.

NEW BUSINESS

Presentation for Health Fair – Nora Gonzales: Ms. Gonzales explained that she represents Fred Hutchinson and they would like to hold a Health Fair in Zillah in the spring. She explained that she would like council participation and it was decided that Ms. Bounds would be the liaison between her organization and Council.

Mayor Clark arrived and Mayor Pro tem Russell handed over the gavel to him.

Review Recommendation to Award Bid for Teapot Project: Mike Battle of HLA provided information about the bidding results. He also stated that the bids came in high and that additional funds (apx. \$65,000) will be needed in order to construct the complete project. He recommended asking the SIED Board for the additional funds (Grant/Loan) and that was agreeable with Council. This award would be contingent on approval of those funds. The SIED Board meets Thursday so the City should have an answer by then.

Review Local Agency Agreement with HLA for the Teapot Project: Mike Battle provided information related to the agreement.

Review Ord. No. 1294 adopting 2012 Standard Specs.: Mr. Tilley explained that the 2012 Standard Specs are out now and that the city needs to adopt them.

Review Ord. No. 1295/2012 Budget Amendment: Ms. Bounds explained the budget amendments for Council.

Review Res. No. 2012-01/Surplus: Chief Simmons provided information about his surplus items. He stated that there are two vehicles he will be selling.

Review Res. No. 2012-02 adopting Policy No. 2012-01-Meals: Ms. Bounds stated that during the audit a couple of issues came up that the auditor questioned. They related to a firefighter expenditure as well as meals for inmates (trustees). It was suggested that the Meals/Refreshments policy be revised to address those issues.

Review Res. No. 2012-03 amending Personnel Policy/Safety: Mayor Clark explained that this change was made in order to address prior changes to the policy relating to weapons.

Review Res. No. 2012-04 approving Lease Agreement with Liberty Dairy, LLC: Mr. Tilley provided information relating to the lease. Since this will be a new revenue stream in the Sewer fund, Mayor Clark mentioned that he would like to work with Ms. Bounds in negotiating a property purchase from DNR for the treatment plant property.

COMMITTEE/COMMISSION REPORTS

Hearing Examiner Scoring Committee: Mr. Stewart reported that the scoring committee for the Hearing Examiner met last week and made the decision to offer the contract to Bill Hordan. Pat Spurgin scored second so the Pro tem position will be offered to him. Contracts will be negotiated within the next two weeks and brought back to Council for review.


COUNCIL/STAFF REPORTS


Police Vehicles: Chief Simmons reported that he has been looking into financing for the Police vehicles. Ms. Bounds found a funding source through the State Treasurer's office with a very low interest rate (2%). He explained that none of the equipment in the current vehicles can be transferred over to new vehicles and that costs will be higher than expected. He plans to make this a 5 year lease rather than a 4 year lease to accommodate the additional costs. He estimates the total cost for three vehicles around \$165,000. Ms. Bounds explained that the program through the State Treasurer has funding cycles and that the next one won't be funded until August. They do offer reimbursement for the purchases though if the city were to finance the vehicles until the loan money was released. She will look into the possibilities of that this week.

AT&T Claim for Refund: Ms. Bounds explained that approximately a year ago AT&T sent information explaining that they had overcharged its' customers (an exempt charge) and because of that they had remitted additional money to the city that they now want back. It is apx. \$4,600. Ms. Bounds contacted other entities to find out how they were handling the issue and has been updated on their progress periodically. She explained that she just received a letter from AT&T today again, requesting those funds. Mr. Carmody suggested having Sara Watkins (attorney at VHS) do a brief negotiation effort with them. Council was agreeable with that.

ADJOURNMENT

Mayor Clark adjourned the meeting at 6:56 p.m.


City Clerk/Treasurer Sharon Bounds


Mayor Gary Clark

City of Zillah
City Council Minutes
January 17, 2012

CALL TO ORDER

The meeting was called to order at 7:00 p.m. by Mayor Gary Clark

PLEDGE OF ALLEGIANCE

Mayor Clark led the Pledge of Allegiance.

ROLL CALL

The following were:

Present: Mayor Gary Clark, Councilmembers Kevin Russell, Doug Stewart, Janice Gonzales, and Jeff Miles

Also Present: Police Chief Dave Simmons, Public Works Director Tim Tilley, Clerk/Treasurer Sharon Bounds, and City Attorney Jamie Carmody

Absent: Councilmember Bob Gallagher and Fire Chief/Bldg. Inspector Dan Hargroves

ADDITIONS/CORRECTIONS TO THE AGENDA

Mr. Miles moved, seconded by Ms. Gonzales that City Council add item 6H "Vote on Consulting Agreement with HLA" under New Business. Motion carried unanimously.

CONSENT AGENDA

Mr. Russell moved, seconded by Mr. Stewart to approve the Consent Agenda as follows:

- A. Approve minutes of Study Session dated January 3, 2012.
- B. Approve minutes of Council Meeting dated January 3, 2012.
- C. Approve payroll vouchers dated January 13, 2012, numbers 29984 to 30002 and Direct Deposit in the amount of \$51,816.15.
- D. Approve claim vouchers dated January 17, 2012, numbers 40747 to 40809 in the amount of \$161,121.80.

Motion carried unanimously.

NEW BUSINESS

Vote on Ord. No. 1294 adopting Standard Specs.: *Mr. Stewart moved, seconded by Mr. Russell to approve Ordinance No. 1294 adopting Standard Specs. Motion carried unanimously.*

Vote on Ord. No. 1295/2012 Budget Amendment: Mr. Stewart moved, seconded by Mr. Miles to approve Ordinance No. 1295/2012 Budget Amendment. Motion carried unanimously.

Vote on Res. No. 2012-01/Surplus: Mr. Miles moved, seconded by Ms. Gonzales to approve Resolution No. 2012-01/Surplus. Motion carried unanimously.

Vote on Res. No. 2012-02 adopting Policy No. 2012-01-Meals: Mr. Stewart moved, seconded by Mr. Russell to approve Resolution No. 2012-02 adopting Policy No. 2012-01-Meals. Motion carried unanimously.

Vote on Res. No. 2012-03 amending Personnel Policy/Safety: Ms. Gonzales moved, seconded by Mr. Miles to approve Resolution No. 2012-03 amending Personnel Policy/Safety. Motion carried unanimously.

Vote on Res. No. 2012-04 approving Lease Agreement with Liberty Dairy, LLC: Mr. Miles moved, seconded by Ms. Gonzales to approve Resolution No. 2012-04 approving Lease Agreement with Liberty Dairy, LLC. Motion carried unanimously.

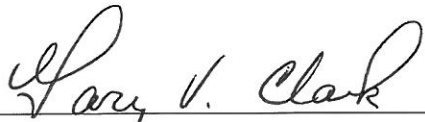
Vote on Recommendation to Award Bid for Teapot Project: Mr. Miles moved, seconded by Ms. Gonzales to award construction of the Teapot Project to Whitebird, Inc. in the amount of \$390,727.75 (contingent upon approval of Yakima County as the Certification Agency, and contingent upon an award of additional SIED funds) and authorize the Mayor to sign the construction documents. Motion carried unanimously.

Vote on Local Agency Consultant Agreement/Teapot: Mr. Stewart moved, seconded by Mr. Russell that City Council approve the Local Agency consultant Agreement with HLA for the Teapot Project and authorize the Mayor to sign it. Motion carried unanimously.

ADJOURNMENT

Ms. Gonzales moved, seconded by Mr. Miles to adjourn the meeting at 7:10 p.m. Motion carried unanimously.


City Clerk/Treasurer Sharon Bounds


Mayor Gary Clark