

City of Zillah
Study Session Minutes
May 20, 2013

CALL TO ORDER

The meeting was called to order by Mayor Gary Clark at 6:00 p.m.

ROLL CALL

The following were:

Present: Mayor Gary Clark, Council members Doug Stewart, Janice Gonzales, Brian Williams and Jeff Miles

Also Present: Police Chief Dave Simmons, Fire Chief/Bldg. Inspector Dan Hargroves, Public Works Director Tim Tilley, Clerk/Treasurer Sharon Bounds and City Attorney Jamie Carmody

Absent: Council member Kevin Russell

CONSENT AGENDA

- A. Review minutes of Study Session dated May 6, 2013.
- B. Review minutes of Council Meeting dated May 6, 2013.
- C. Review WA ST Liquor Control Board Liquor Licenses for Chevron West and Devin Shell.
- D. Review payroll voucher numbers 30751 to 30769 and Direct Deposit dated May 15, in the amount of \$60,813.24.
- E. Review claim voucher number 42359 dated May 13, 2013 in the amount of \$220.00 and voucher numbers 42360 to 42407 dated May 20, 2013 in the amount of \$104,545.87
- F. Review Month-end Close-out for April 2013.

NEW BUSINESS

Presentation by Yakima Waste Connections: A representative from Yakima Waste was present. He provided information and answered questions. Ms. Bounds recapped the cost information that was provided at the last meeting. Ms. Gonzales asked for further information related to their recycling program. Council was agreeable with moving forward with cart service, option B.

Review COPS Application: Chief Simmons provided information related to the COPS application. He explained that the school will go out to levy for a portion of the funding in February 2014. Mayor and council questioned about the city financial responsibility and Chief Simmons replied that the city would have some financial commitment. The issue of Police protection vs. private security was discussed. It was asked what the difference is between the two because some school districts are hiring private security officers for their protection instead of the police departments being involved. He also explained that if the COPS application is approved his plan is to sit on it to see if the levy passes or not.

Review Civil Service Appointments: Chief Simmons explained the duties of the Civil Service Commission. Some of what they do is to help during employment hiring and firing processes.

Review Resolution No. 2013-17/Agreement with St. John: Mr. Tilley explained the issues related to the agreement. HLA proposed a certain improvement to the St. John property but it was not acceptable to him. An alternative plan was discussed and agreed upon by both parties and is detailed in this agreement. the original improvement would have cut off access to their garage. The new proposal was to instead, construct a modified gravel driveway rather than the level parking pad. The agreement details that the property owner assumes full responsibility for the design and driveway access to the garage and releases the city from any responsibility related to it being done that way. Mr. Carmody suggested a picture showing the improvement be attached to the agreement.

Review Resolution No. 2013-18/Awarding Carlsonia Construction: Mr. Tilley explained that a bid opening was held last week and the lowest responsible bidder was determined to be KRCl, LLC in the amount of \$1,059,770. Brief discussion was held.

COMMITTEE/COMMISSION REPORTS

Finance Committee Report: Mr. Miles reported that the Finance Committee met last week in order to review the first quarter finances. He said that revenues are tracking as expected and that things are looking good at this point.

COUNCIL/STAFF REPORTS

2013 AERIAL PHOTO PROJECT BY YAKIMA COUNTY: Ms. Steele provided information she recently received at a DRYVE meeting which shows the 2013 Aerial Photo Project that Yakima County is working on. They have fully funded the project to upgrade their aerial photography but would like to upgrade it to 6" GSD rather than the 12" GSD as budgeted. They asked other cities and agencies if they would be willing to participate in funding the additional cost of \$25,000 in order to make the better upgrade. Staff explained that they use the GIS system a lot and it would be great if the upgrade could be included. Council was favorable with participating but asked that a proposal or something be put together showing a proportional share estimate for them to consider first.

ADJOURNMENT

Mayor Gary Clark adjourned the meeting at 7:04 p.m.



Clerk/Treasurer Sharon Bounds



Mayor Gary Clark

City of Zillah
City Council Minutes
May 20, 2013

CALL TO ORDER

The meeting was called to order by Mayor Gary Clark at 7:05 p.m.

PLEDGE OF ALLEGIANCE

Mayor Clark led the Pledge of Allegiance.

ROLL CALL

The following were:

Present: Mayor Gary Clark, Council members Doug Stewart, Janice Gonzales, Brian Williams and Jeff Miles

Also Present: Police Chief Dave Simmons, Fire Chief/Bldg. Inspector Dan Hargroves, Public Works Director Tim Tilley, Clerk/Treasurer Sharon Bounds and City Attorney Jamie Carmody

Absent: Council member Kevin Russell

CONSENT AGENDA

Mr. Miles moved, seconded by Ms. Gonzales to approve the Consent Agenda, items A through F as follows:

- A. Approve minutes of Study Session dated May 6, 2013.
- B. Approve minutes of Council Meeting dated May 6, 2013.
- C. Approve WA ST Liquor Control Board Liquor Licenses for Chevron West and Devin Shell.
- D. Approve payroll voucher numbers 30751 to 30769 and Direct Deposit dated May 15, in the amount of \$60,813.24.
- E. Approve claim voucher number 42359 dated May 13, 2013 in the amount of \$220.00 and voucher numbers 42360 to 42407 dated May 20, 2013 in the amount of \$104,545.87
- F. Approve Month-end Close-out for April 2013.

Motion carried unanimously.

NEW BUSINESS

Presentation by Yakima Waste Connections: *Mr. Williams moved, seconded by Ms. Gonzales that City Council move forward with Automated Cart Service from Yakima Waste, Option B. Motion carried unanimously*

Vote on COPS Application: *Ms. Gonzales moved, seconded by Mr. Miles that City Council authorize the city to submit the COPS application. Motion carried unanimously*

Vote on Civil Service Appointments: Ms. Gonzales moved, seconded by Mr. Miles that City Council ratify the Mayor's Re-appointment of Jim Andrews as Chairman, and John Hill as Vice-chairman and Appointment of Adam Diaz to the position of Commissioner on the Zillah Civil Service Commission for a six year term. Motion carried unanimously

Vote on Resolution No. 2013-17/Agreement with St. John: Mr. Miles moved, seconded by Mr. Miles that City Council approve Resolution No. 2013-17 approving an agreement between City of Zillah and Gary L. St. John relating to the Carlsonia Avenue Improvements Project. Motion carried unanimously

Vote on Resolution No. 2013-18/Awarding Carlsonia Construction: Mr. Stewart moved, seconded by Ms. Gonzales that City Council approve Resolution No. 2013-18 awarding a construction Contract to KRCI, LLC in the amount of \$1,059,770 for the Carlsonia Avenue Improvements Project and authorize the Mayor to sign it. Motion carried unanimously

COUNCIL/STAFF REPORTS

Planning: Ms. Steele reported that the Planning Commission is finishing their public participation plan for the comprehensive plan updates. Zillah hosted the CWPPC meeting last week at the Zillah Civic Center. It was explained that the county will be revising its' interlocal agreement with the cities and that the revisions will be mandatory.

ZPD: Chief Simmons reported that he recently negotiated with the in car camera company for problems related to their new camera systems. The company agreed to offer warranty's for some of them but the city will need to pay for two of them.

Chief Simmons reported that a Tabletop exercise was held at the ZMS and that mostly positive input was received. The live exercise will be held on June 11th.

Chief Simmons suggested Council consider moving to electronic tablets instead of regular council packets. Discussion was held and it was mentioned that it could be considered during next year's budget discussions.

Chief Simmons mentioned that he is currently holding the Toppenish jail contract. He explained the challenges of bed availability for their prisoners at the other jails.

VISITOR'S COMMENTS

Electronic Input: Sean Doonan asked the city if they currently have IT people on staff. It was explained that the city contracts out for IT services. Mr. Doonan said he felt that the city needed to use more electronic devices such as for council packets, etc.

EXECUTIVE SESSION

Mayor Clark called for Executive Session at 7:30 p.m. for 15 minutes in order to discuss possible litigation. At 7:45 p.m. the Executive Session was extended for an additional 15 minutes. Executive Session ended at 8:00 p.m. and regular session began. No action was taken.

ADJOURNMENT

*Ms. Gonzales moved, seconded by Mr. Williams that City Council adjourn the meeting at 8:03 p.m.
Motion carried unanimously.*

Sharon Bounds
Clerk/Treasurer Sharon Bounds

Kevin Russell
~~Mayor Gary Clark~~
Mayor Pro Tem Kevin Russell