

**City of Zillah**  
**Study Session Minutes**  
June 3, 2013

**CALL TO ORDER**

The meeting was called to order by Mayor Pro-tem Kevin Russell at 6:03 p.m.

**ROLL CALL**

The following were:

- Present: Mayor Pro-tem Kevin Russell and 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: Mayor Gary Clark

**CONSENT AGENDA**

- A. Review minutes of Study Session dated May 20, 2013.
- B. Review minutes of Council Meeting dated May 20, 2013.
- C. Review payroll voucher numbers 30770 to 30790 and Direct Deposit dated May 31, 2013, in the amount of \$82,266.73.
- D. Review claim voucher number 42408 to 42447 dated June 3, 2013 in the amount of \$35,634.31.

**NEW BUSINESS**

**Review Ordinance No. 1327/2013 Budget Amendment:** Ms. Bounds provided information related to the budget amendment.

**Review Ordinance No. 1328/Franchise Agreement:** Ms. Steele provided information related to the agreement. Mr. Miles asked if the ordinance restricted the area that the company could string the lines and whether the last ordinance restricted the area. Discussion was held and it was decided that staff would bring more information back to the next meeting and that this Ordinance would be further discussed at that time.

**Review Resolution No. 2013-19/Bridge Inspection Services:** Mr. Tilley provided information related to the agreement and discussion was held.

**Review Resolution No. 2013-20/Pool Sponsorship Fee:** Ms. Bounds explained that Mr. Hill had come in last fall and asked if the city might be interested in allowing individuals or businesses to sponsor free Friday's at the swimming pool. Mr. Hill said he had heard of another city that had done this and it increased their swimming on other days. Discussion was held and it was decided that the city would allow individuals to sponsor Fridays during the swim season at the rate of \$75.00. Discussion was held about pool capacity and it was pointed out that once capacity went over 75 for those days entrance would be denied. That may change in future years depending how this goes.

### COUNCIL/STAFF REPORTS

**Police Department:** Chief Simmons reported that the police department recently received \$1,500 from the Legends for National Night Out event. He also reported that the civil service commission met today and decided to move forward with a contract for police hiring. He said that they may lose two officers this year and entering into this agreement would take the liability off the city. He also reported that he has a standardized Agreement with WSP that he'd like Council to approve.

**Public Works:** Tim Tilley reported that there will be a preconstruction meeting tomorrow morning at 10 a.m. for the Carlsonia Project.

**Annual Financial Report:** Ms. Bounds explained that she recently completed and submitted the annual financial report for 2012. She provided information related to the report to Council.

**Website debit/credit card service:** Ms. Bounds reported that she will begin the process of moving the city over to web based and debit/credit card service for the city. The plan is to schedule a webinar for staff with a company that was found to be the least expensive and that will work well with the city software. Then the necessary agreements, etc. will be brought to council for review.

### EXECUTIVE SESSION

Mayor Pro-tem Kevin Russell called for Executive Session at 6:50 p.m. for 10 minutes in order to discuss potential litigation. At 7:00 p.m. Executive Session was extended for 20 minutes and ended at 7:18 p.m. and regular session began.

### ADJOURNMENT

Mayor Pro-tem Kevin Russell adjourned the meeting at 7:19 p.m.



Clerk/Treasurer Sharon Bounds



Mayor Pro-tem Kevin Russell

**City of Zillah**  
**City Council Minutes**  
June 3, 2013

**CALL TO ORDER**

The meeting was called to order by Mayor Pro-tem Kevin Russell at 7:25 p.m.

**PLEDGE OF ALLEGIANCE**

Mayor Pro-tem Kevin Russell led the Pledge of Allegiance.

**ROLL CALL**

The following were:

Present: Mayor Pro-tem Kevin Russell, 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: Mayor Gary Clark

**CONSENT AGENDA**

*Mr. Miles moved, seconded by Ms. Gonzales that City Council approve the Consent Agenda, items A through D as follows:*

- A. Approve minutes of Study Session dated May 20, 2013.
- B. Approve minutes of Council Meeting dated May 20, 2013.
- C. Approve payroll voucher numbers 30770 to 30790 and Direct Deposit dated May 31, 2013, in the amount of \$82,266.73.
- D. Approve claim voucher number 42408 to 42447 dated June 3, 2013 in the amount of \$35,634.31.

*Motion carried unanimously.*

**NEW BUSINESS**

**Vote on Ordinance No. 1327/2013 Budget Amendment:** *Mr. Williams moved, seconded by Mr. Miles to approve Ordinance No. 1327/2013 Budget Amendment. Motion carried unanimously.*

**Vote on Ordinance No. 1328/Franchise Agreement:** It was decided that staff would come back with more information about this at the next meeting so this item would be continued then.

**Vote on Resolution No. 2013-19/Bridge Inspection Services:** Ms. Gonzales moved, seconded by Mr. Stewart to approve Resolution No. 2013-19 approving an Interlocal agreement with Yakima County for Bridge Inspection Services. Motion carried unanimously.

**Vote on Resolution No. 2013-20/Pool Sponsorship Fee:** Mr. Miles moved, seconded by Mr. Williams to approve Resolution No. 2013-20 establishing a daily fee of \$75.00 for pool sponsorship for Fridays. Motion carried unanimously.

#### ADJOURNMENT

Ms. Gonzales moved, seconded by Mr. Stewart that City Council adjourn the meeting at 7:31 p.m. Motion carried unanimously.

  
Clerk/Treasurer Sharon Bounds

  
Mayor Pro-tem Kevin Russell