

City of Zillah
Study Session Minutes
April 21, 2014

CALL TO ORDER

The meeting was called to order by Mayor Gary Clark at 6:40 p.m.

ROLL CALL

The following were:

Present: Mayor Gary Clark, Doug Stewart (arrived at 6:40 p.m.), Janice Gonzales, Brian Williams and Jeff Miles

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

Absent: Council member Skyler Bower

CONSENT AGENDA

- A. Review minutes of Study Session dated April 7, 2014.
- B. Review minutes of Council Meeting dated April 7, 2014.
- C. Review payroll voucher numbers 31227 to 31240 and Direct Deposit dated April 15, 2014 in the amount of \$87,284.58.
- D. Review voided claim voucher number 43237 dated March 31, 2014 in the amount of \$39.82 claim voucher numbers 43529 to 43573 dated April 21, 2014 in the amount of \$119,269.73.
- E. Review Month-end Close-out for March 2014.

NEW BUSINESS

Discuss Signage/Kevin McKay: Mr. McKay opened a conversation about the sign located at the west entrance to town. He said that in prior years, the city and school worked together on the existing sign. The sign includes "Welcome to Zillah" as well as recognition plates for state championships. The sign is now very outdated and worn so options were discussed. Council members stated that they have enjoyed the partnership with the school and would like to continue in the same fashion. Mr. McKay will talk to his board about the issue at their next meeting and will let the city know of their input.

Review Resolution No. 2014-15/Fiscal Policy: Ms. Bounds explained that this Resolution sets policy guidelines for issuing checks between meetings and processing voided checks.

Review Resolution No. 2014-16/Travel Policy No 2014-01: Ms. Bounds explained that the current travel policy is very outdated. Chief Simmons drafted this policy and worked with department heads on fine-tuning it.

Review Ordinance No. 1353/2014 Budget Amendment: Chief Hargroves explained that this budget amendment is for a new command vehicle. The funds will come out of the EMS fund as well as the developer fees that have been collected for fire.

Review Draft Policy for Electronic and Technology Resources: Ms. Bounds explained that staff has been working on an all-inclusive policy that addresses cell phone and internet usage as well as other technology resources. Discussion was held and it was explained that this draft policy will be brought back to the next meeting in a final form for approval. Council was asked to read through it and to call Ms. Bounds with input prior to the next meeting.

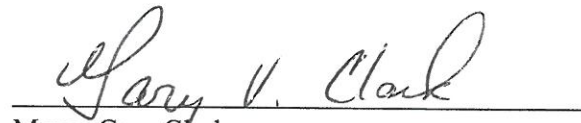
EXECUTIVE SESSION

Mayor Clark called for Executive Session at 6:45 p.m. for 15 minutes in order to discuss Potential litigation and contractual issues. Executive Session ended at 6:59 p.m. and regular session began.

ADJOURNMENT

Mayor Clark adjourned the meeting at 7:00 p.m.


Clerk/Treasurer Sharon Bounds


Mayor Gary Clark

City of Zillah
City Council Minutes
April 21, 2014

CALL TO ORDER

The meeting was called to order by Mayor Gary Clark at 7:02 p.m.

PLEDGE OF ALLEGIANCE

Mayor Clark led the Pledge of Allegiance.

ROLL CALL

The following were:

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

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

Absent: Council member Skyler Bower and Associate Planner Ardele Steele

CONSENT AGENDA

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

- A. Approve minutes of Study Session dated April 7, 2014.
- B. Approve minutes of Council Meeting dated April 7, 2014.
- C. Approve payroll voucher numbers 31227 to 31240 and Direct Deposit dated April 15, 2014 in the amount of \$62,074.47.
- D. Approve voided claim voucher number 4237 dated March 31, 2014 in the amount of \$39.82 and claim voucher numbers 43529 to 43573 dated April 21, 2014 in the amount of \$119,269.73.
- E. Approve Month-end Close-out for March 2014.

Motion carried unanimously.

NEW BUSINESS

Vote on Resolution No. 2014-15/Fiscal Policy: *Mr. Williams moved, seconded by Mr. Stewart to approve Resolution No. 2014-15 establishing Fiscal Policies. Motion carried unanimously.*

Vote on Resolution No. 2014-16/Travel Policy No 2014-01: *Ms. Gonzales moved, seconded by Mr. Stewart to approve Resolution No. 2014-16 Adopting Travel Policy No. 2014-01. Motion carried unanimously.*

Vote on Ordinance No. 1353/2014 Budget Amendment: *Mr. Williams moved, seconded by Ms. Gonzales to approve Ordinance No. 1353/2014 Budget Amendment. Motion carried unanimously.*

COUNCIL/STAFF REPORTS

Union Negotiations: Ms. Bounds explained that the city recently received a letter from the union in order to open the contracts for negotiations. She will make calls in the near future to set up the meetings.

EXECUTIVE SESSION

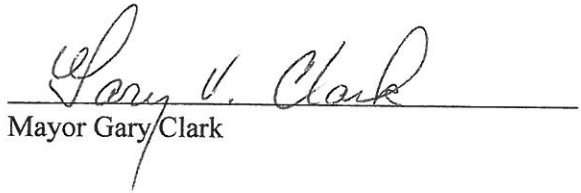
Mayor Clark explained that the prior Executive Session was not long enough to discuss the contractual issues so he called for an Executive Session at 7:05 p.m. for 30 minutes. Executive Session ended at 7:27 and regular session began.

ADJOURNMENT

Ms. Gonzales moved, seconded by Mr. Miles to adjourn the meeting at 7:29 p.m. Motion carried unanimously.



Clerk/Treasurer Sharon Bounds



Mayor Gary Clark