

**City of Zillah  
Study Session Minutes  
October 15, 2018**

**CALL TO ORDER**

Mayor Pro-tem Williams called the meeting to order at 6:02 p.m.

**ROLL CALL**

The following were:

Present: Mayor Pro-tem Brian Williams, Councilmembers Doug Stewart, Beth Husted and Jeff Miles

Also Present: City Administrator Sharon Bounds, Planning and Community Development Director Ardele Steele, Fire Chief Paul Stonemetz, Public Works Director John Simmons and Police Chief Tim Quantrell

Absent: Mayor Scott Carmack, City Councilmember Janice Gonzales and City Attorney James C. Carmody

**CONSENT AGENDA**

- A. Review minutes of Study Session dated October 1, 2018.
- B. Review minutes of Council Meeting dated October 1, 2018.
- C. Review claim voucher number 50325 to 50386 dated October 15, 2018 in the amount of \$108,747.89.
- D. Review payroll voucher numbers 33418 to 33427 dated October 15, 2018 in the amount of \$78,593.39.
- E. Review Voided Checks 50235 and 50276
- F. Review Monthly Close-Out Report dated 9-30-2018.

**NEW BUSINESS**

**Presentation of Award / DOE:** Erik VanDoren of DOE presented an award to the Zillah Wastewater Treatment Plant staff for outstanding work on their reporting, etc. Dolly Meyer was present to receive the award and congratulations were extended.

**Review Resolution No. 2018-43 / Lease Agreement for Civic Center:** Ms. Bounds provided information about the lease agreement explaining that the main changes to it were to extend the dates.

**Review Ordinance No. 1473 / 2019 Ad Valorem Tax:** Ms. Bounds reported that there will be a public hearing during the council meeting for the property tax and she provided information about the property tax increase for 2019.

**Review Ordinance No. 1474 / 2019 Garbage Collection Fees:** Ms. Bounds provided

information about the rate increase from Yakima Waste for 2019. The increase to the garbage rates will be 2.9% effective January 1, 2019.

**Review Resolution No. 2018-44 / Surplus:** Ms. Bounds explained that staff submitted more items to be surplussed and a sale will be scheduled at the city shop in the coming month to accept bids on the items being sold.

**Review Resolution No. 2018-45 / Approving ROW Policy:** Ms. Steele explained that the ROW policy is being amended to include specific information that DOT requires.

**Review 2019 Preliminary Budget (separate document):** Ms. Bounds provided information about the preliminary budget and explained the items that were changed since the last meeting. Staff will continue to make changes as information becomes available.

### AJOURNMENT

The meeting was adjourned at 6:20 p.m.

  
Sharon Bounds, City Administrator

  
Brian Williams, Mayor Pro-tem

**City of Zillah  
City Council Minutes  
October 15, 2018**

**CALL TO ORDER**

Mayor Pro-tem Williams called the meeting to order at 7:00 p.m.

**PLEDGE OF ALLEGIANCE**

Mayor Pro-tem Brian Williams led the Pledge of Allegiance.

**ROLL CALL**

The following were:

Present: Mayor Pro-tem Brian Williams, Councilmembers Doug Stewart, Beth Husted and Jeff Miles

Also Present: City Administrator Sharon Bounds, Planning and Community Development Director Ardele Steele, Fire Chief Paul Stonemetz, Public Works Director John Simmons and Police Chief Tim Quantrell

Absent: Mayor Scott Carmack, Councilmember Janice Gonzales and City Attorney James C. Carmody

**CONSENT AGENDA**

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

- A. Review minutes of Study Session dated October 1, 2018.
- B. Review minutes of Council Meeting dated October 1, 2018.
- C. Review claim voucher number 50325 to 50386 dated October 15, 2018 in the amount of \$108,747.89.
- D. Review payroll voucher numbers 33418 to 33427 dated October 15, 2018 in the amount of \$78,593.39.
- E. Review Voided Checks 50235 and 50276
- F. Review Monthly Close-Out dated 9-30-2018.

*Motion carried unanimously.*

**PUBLIC HEARING**

**2019 Ad Valorem Taxes and Preliminary Budget:** Mayor Pro-tem Williams opened the Public Hearing at 7:01 p.m. *Ms. Bounds provided information about the Revenues for 2019. No public comment was given.* Mayor Pro-tem Williams closed the Public Hearing at 7:03 p.m.

## NEW BUSINESS

**Vote on Resolution No. 2018-43 / Lease Agreement for Civic Center:** Ms. Husted moved, seconded by Mr. Stewart that City Council approve Resolution No. 2018-43 approving a Lease Agreement between City of Zillah and Zillah Senior Civic Center Management Team. Motion carried unanimously.

**Vote on Ordinance No. 1473 / 2019 Ad Valorem Tax:** Mr. Stewart moved, seconded by Mr. Miles that City Council approve Ordinance No. 1473 approving 2019 Property Taxes. Motion carried unanimously.

**Vote on Ordinance No. 1474 / 2019 Garbage Collection Fees:** Mr. Miles moved, seconded by Ms. Husted that City Council approve Ordinance No. 1474 establishing garbage collection rates effective January 1, 2019. Motion carried unanimously.

**Vote on Resolution No. 2018-44 / Surplus:** Ms. Husted moved, seconded by Mr. Stewart that City Council approve Resolution No. 2018-44 declaring certain items of personal property as Surplus. Motion carried unanimously.

**Vote on Resolution No. 2018-45 / Approving ROW Policy:** Mr. Stewart moved, seconded by Mr. Miles that City Council approve Resolution No. 2018-45 Repealing Policy No. 2018-02 and Approving Policy No. 2018-03, Procedures for Acquisition of Real Property for the Purpose of Obtaining Right Of Way. Motion carried unanimously.

## AJOURNMENT

Mr. Miles moved, seconded by Mr. Stewart that City Council adjourn at 7:06 p.m. Motion carried unanimously.



Sharon Bounds, City Administrator



Brian Williams, Mayor Pro-tem