

**City of Zillah  
Study Session Minutes  
February 19, 2019**

**CALL TO ORDER**

Mayor Carmack called the meeting to order at 6:03p.m.

**ROLL CALL**

The following were:

Present: Mayor Scott Carmack, Councilmembers Doug Stewart, Beth Husted, Brian Williams, Janice Gonzales and Jeff Miles

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

Absent: City Attorney James Carmody

**CONSENT AGENDA**

- A. Review minutes of Study Session dated February 4, 2019.
- B. Review minutes of Council Meeting dated February 4, 2019.
- C. Review WA ST Liquor License for Zillah Chamber, Finer's Finer Food LLC and La Canasta Meat market LLC
- D. Review claim voucher number 50859 to 50909 dated February 19, 2019 in the amount of \$91,919.38.
- E. Review payroll voucher numbers 33552 to 33560 dated February 15, 2019 in the amount of \$76,095.28.
- F. Review Voided Check No. 50749
- G. Review Monthly Close-Out dated January 31, 2019.

**NEW BUSINESS**

**Review Resolution No. 2019-03 Adopting Policy No. 2019-01 – Snow Removal:** Ms. Gonzales asked questions about the policy and discussion was held. The Snow Removal Policy is to set guidelines for the city about snow removal. It prioritizes the streets and also provides guidelines for snow removal on personal properties and sidewalks.

**Review Resolution No. 2019-04 Approving Task Order No. 2019-01 with HLA:** Ms. Bounds explained that the city became aware of street funding through USDOT that would be a good fit for the match on the Vintage Valley Street Project. The application is extensive and the engineers would have to put it together for the city. The estimate to do the application was \$18,000. Zillah Lakes has agreed to fund up to \$13,000 with the city paying \$5,000 for it. The information gathered will also be useful in future applications the city applies for.

**Review Resolution No. 2019-05 Approving Contribution Agreement with Zillah Lakes, LLC:** This agreement establishes guidelines for repayment of the contribution from Zillah Lakes for the funding application discussed above.

**Review AWC Scholarship Application:** One application was received for this scholarship and it was reviewed by the city personnel committee. Discussion was held about the application.

### MAYOR'S REPORT

Mayor Carmack handed out a flyer from Bleyhl for animal vaccinations, he announced that the Chamber Awards Banquet will be held on March 7<sup>th</sup> and asked Ms. Gonzales to award the city employee of the year. He also mentioned he will be talking to the senior group next month about potential sewer rate increases.

### COUNCIL/STAFF REPORT

**Fire:** Chief Stonemetz reported that he's had 23 calls so far this year. He also stated that the folks from Survey and Ratings will be here in April and that the hydrants will be re-labeled soon.

**Police Department:** Chief Quantrell reported that his calls were also up slightly. So far they have had 180 calls this year. He also reported that the Crime Free Housing effort had recently paid off with one of Zillah's landlords.

**Public Works:** Mr. Simmons reported that his department has been plowing a lot of snow this month and it has been going well.


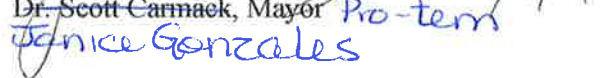
**Administration:** Ms. Bounds reported that she attended the Chamber meeting this morning. She reported about some of the activities they are moving on and said they are doing a great job.

**Planning:** Ms. Steele provided information about recent planning and building activity.

### AJOURNMENT

The meeting adjourned at 6:41 p.m.

  
Sharon Bounds, City Administrator

 3/4/19  
Dr. Scott Carmack, Mayor Pro-tem  


**City of Zillah  
City Council Minutes  
February 19, 2019**

**CALL TO ORDER**

Mayor Carmack called the meeting to order at 7:00 p.m.

**PLEDGE OF ALLEGIANCE**

Mayor Carmack led the Pledge of Allegiance.

**ROLL CALL**

The following were:

Present: Mayor Scott Carmack, Councilmembers Doug Stewart, Beth Husted, Brian Williams, Janice Gonzales and Jeff Miles

Also Present: City Administrator Sharon Bounds, Police Chief Tim Quantrell and Public Works Director John Simmons,

Absent: City Attorney James Carmody and Fire Chief Paul Stonemetz and Planning and Community Development Director Ardele Steele

**CONSENT AGENDA**

*Mr. Miles moved, seconded by Mr. Williams to approve the Consent Agenda, items A through G as follows:*

- A. Review minutes of Study Session dated February 4, 2019.
- B. Review minutes of Council Meeting dated February 4, 2019.
- C. Review WA ST Liquor License for Zillah Chamber, Finer's Finer Food LLC and La Canasta Meat market LLC
- D. Review claim voucher number 50859 to 50909 dated February 19, 2019 in the amount of \$91,919.38.
- E. Review payroll voucher numbers 33552 to 33560 dated February 15, 2019 in the amount of \$76,095.28.
- F. Review Voided Check No. 50749
- G. Review Monthly Close-Out dated January 31, 2019.

*Motion carried unanimously.*

**NEW BUSINESS**

**Vote on Resolution No. 2019-03 Adopting Policy No. 2019-01 – Snow Removal:** *Mr. Williams moved, seconded by Ms. Gonzales to approve Resolution No. 2019-03 Adopting Policy No. 2019-01 establishing guidelines for Snow Removal. Motion carried unanimously.*