

**City of Zillah
Study Session Minutes
December 2, 2019**

CALL TO ORDER

Mayor Carmack called the meeting to order at 6:02 p.m.

ROLL CALL

The following were:

Present: Mayor Scott Carmack, Councilmembers Doug Stewart, Beth Husted, Janice Gonzales (arrived at 6:10 p.m.), and Jeff Miles

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

Absent: City Attorney James Carmody, Councilmember Brian Williams

ADDITIONS/CORRECTIONS TO THE AGENDA

Mr. Miles moved, seconded by Ms. Husted that council add the following item to the Study Session Agenda: Add item 5J: Review Resolution No. 2019-55 Approving a Fuel Tax Agreement with TIB for the Vintage Valley Parkway Project. Motion carried unanimously.

CONSENT AGENDA

- A. Review minutes of Study Session Meeting dated November 18, 2019.
- B. Review minutes of Council Meeting dated November 18, 2019.
- C. Review claim voucher number 52100 dated November 19, 2019.
- D. Review claim voucher numbers 52101 to 52163 dated November 18, 2019 in the amount of \$92,896.74.
- E. Review payroll voucher numbers 33834 to 33848 dated November 27, 2019 in the amount of \$131,845.80.
- F. Review Voided Check No. 52084 and 52160 to 52162.

NEW BUSINESS

Review Resolution No. 2019-49/Agreement for Public Defense Conflict Services-Polage: Ms. Bounds provided information about the agreement renewal.

Review Resolution No. 2019-50/Policy No. 2019-04/Credit Cards: Ms. Bounds explained that the current city credit card policy was very outdated and needed to be revised. Most of what's in the policy is already being done but this provides the guidelines for all our employees.

Review Resolution No. 2019-51/Mutual Operation Agreement/Zillah Chamber: Ms. Bounds explained that the current agreement with Chamber expires at year end. The agreement has been revised to better suit the situation of mutual operation of the Teapot as a visitor's center.

Review Resolution No. 2019-52/MOU/ZPD: Ms. Bounds explained that the Union Representative for the Police Department sent a proposal to the city for the police department to be able to participate in the RWT-Plus retirement medical plan. The police unit proposed to pay for it out of their own pocket so it would be at no cost to the city.

Review Ordinance No. 1495/Sewer Rates: Ms. Bounds explained that this ordinance is being brought back with changes that were discussed at the last meeting.

Review Resolution No. 2019-53/SIED Agreement with Yakima County: Ms. Bounds explained that the city was awarded \$1,000,000 of funds for the Vintage Valley Parkway Project (\$500k grant/\$500k loan). Yakima County sent this agreement outlining the responsibilities of the parties.

Review Resolution No. 2019-54/SIED Repayment Agreement with Zillah Lakes: This Repayment Agreement relates to the SIED monies mentioned previously. This agreement outlines responsibilities of repayment by the contractor for the loan portion of the money.

Review Restricted Fund Uses: Ms. Bounds explained that a separate motion is being asked for, for the budget summary packet outlining restricted fund usage as well as everything presented in the packet.

Review Ordinance No. 1496/2020 Budget: This is the 2020 budget that is now finalized and ready for approval.

Review Resolution No. 2019-55 Approving a Fuel Tax Agreement with TIB: Ms. Bounds reported that the city was awarded funds of \$925,000 from TIB for the Vintage Valley Parkway Project. This agreement was sent today and was added to the agenda for approval.

COUNCIL/STAFF REPORTS


Fire/Police/Public Works Department: The Fire Department, Police Department and Public Works was involved in helping with the trees and power lines that fell down during the strong winds the day before Thanksgiving. It was a joint effort and went as well as could be expected.

Planning: Ms. Steele reported that she is finishing up final projects, etc.

AJOURNMENT

The meeting was adjourned at 6:15 p.m.


Sharon Bounds, City Administrator



Dr. Scott Carmack, Mayor

**City of Zillah
City Council Minutes
December 2, 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, Janice Gonzales, Brian Williams and Jeff Miles

Also Present: City Administrator Sharon Bounds

Absent: City Attorney James Carmody, Police Chief Tim Quantrell, Planning and Community Development Director Ardele Steele, Public Works Director John Simmons, and Fire Chief Paul Stonemetz

ADDITIONS/CORRECTIONS TO THE AGENDA

Mr. Miles moved, seconded by Mr. Williams to add the following item to the Council Agenda: Add item 5J: Vote on Resolution No. 2019-55 Approving a Fuel Tax Agreement with TIB for the Vintage Valley Parkway Project. Motion carried unanimously.

CONSENT AGENDA

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

- A. Approve minutes of Study Session Meeting dated November 18, 2019.
- B. Approve minutes of Council Meeting dated November 18, 2019.
- C. Approve claim voucher number 52100 dated November 19, 2019.
- D. Approve claim voucher numbers 52101 to 52163 dated November 18, 2019 in the amount of \$92,896.74.
- E. Approve payroll voucher numbers 33834 to 33848 dated November 27, 2019 in the amount of \$131,845.80.
- F. Approve Voided Check No. 52084 and 52160 to 52162.

Motion carried unanimously.

PUBLIC HEARING

2020 FINAL Budget: Mayor Carmack opened the public hearing at 7:01 p.m. No public comment was given. Mayor Carmack closed the public hearing at 7:01 p.m.

NEW BUSINESS

Vote on Resolution No. 2019-49/Agreement for Public Defense Conflict Services-Polage: Mr. Williams moved, seconded by Ms. Gonzales that City Council approve Resoluion No. 2019-49 approving an Agreement for Public Defense Conflict Services between City of Zillah and Daniel Polage. Motion carried unanimously.

Vote on Resolution No. 2019-50/Policy No. 2019-04/Credit Cards: Ms. Gonzales moved, seconded by Ms. Husted that City Council approve Resoluion No. 2019-50 adopting Policy No. 2019-04 establishing guidelines for managing the issuance and usage of credit cards. Motion carried unanimously.

Vote on Resolution No. 2019-51/Mutual Operation Agreement/Zillah Chamber: Ms. Husted moved, seconded by Mr. Stewart that City Council approve Resoluion No. 2019-51 approving a Mutual Operations Agreement with Zillah Chamber of Commerce. Motion carried unanimously.

Vote on Resolution No. 2019-52/MOU/ZPD: Mr. Stewart moved, seconded by Mr. Miles that City Council approve Resoluion No. 2019-52 approving a MOU between City of Zillah and Teamsters Local 760 for the Police Department Agreement. Motion carried unanimously.

Vote on Ordinance No. 1495/Sewer Rates: Mr. Miles moved, seconded by Mr. Williams that City Council approve Ordinance No. 1495 Establishing Public Sewer Rates. Motion carried unanimously.

Vote on Resolution No. 2019-53/SIED Agreement with Yakima County: Mr. Williams moved, seconded by Ms. Gonzales that City Council approve Resoluion No. 2019-53 Approving a Contract between City of Zillah and Yakima County for SIED Funds. Motion carried unanimously.

Vote on Resolution No. 2019-54/SIED Repayment Agreement with Zillah Lakes: Ms. Gonzales moved, seconded by Ms. Husted that City Council approve Resoluion No. 2019-54 Approving a SIED Repayment Agreement between City of Zillah and Zillah Lakes, LLC. Motion carried unanimously.

Vote on Restricted Fund Uses: Ms. Husted moved, seconded by Mr. Stewart that City Council approve the list of expensitures for 2020 out of the Hotel/Motel Tax Fund, Real Estate Excise Tax Fund, Cemetery Endowment Fund and the supporting documentation provided in the Budget Summary Packet. Motion carried unanimously.

Vote on Ordinance No. 1496/2020 Budget: Mr. Stewart moved, seconded by Mr. Miles that City Council approve Ordinance No. 1496 Adopting the 2020 Budget. Motion carried unanimously.

Vote on Resolution No. 2019-55 Approving a Fuel Tax Agreement with TIB: Mr. Miles moved, seconded by Mr. Williams that City Council approve Resolution No. 2019-55 Approving a Fuel Tax Agreement fo rPProject No. 6-E-947(015)-01. Motion carried unanimously.