

**City of Zillah
Study Minutes
Telephonic Meeting
November 16, 2020**

Due to the COVID-19 Coronavirus, Governor Inslee issued Proclamation 20-28 waiving rules relating to the Open Public Meetings Act and prohibited in-person public meetings. Due to this, a telephonic meeting was held.

CALL TO ORDER

Mayor Scott Carmack called the meeting to order at 6:00 p.m.

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

CONSENT AGENDA

- A. Review minutes of Study Session Meeting dated November 2, 2020.
- B. Review minutes of Council Meeting dated November 2, 2020
- C. Review claim voucher numbers 53596 to 53648 dated November 16, 2020 in the amount of \$356,644.02
- D. Review payroll voucher numbers 34077 to 34112 dated November 13, 2020 in the amount of \$127,243.84.
- E. Review Monthly Close-out Report dated 10/31/2020

NEW BUSINESS

Review Resolution No. 2020-42/Agreement with YCDA: Ms. Bounds explained that this agreement with YCDA is for them to administer the COVID-19 funds the city allocated for small business grants. She provided information about the grant process and said the city plans to fund 15 applications @ \$4,000 each. Mayor Carmack mentioned that he is very pleased to be able to do this for our small businesses.

Review Resolution No. 2020-43/Addendum No. 1 to Task Order No. 2017-03: Ms. Bounds explained this task order is to add additional funding for the effort on the General Sewer Plan. New capital improvements are being added to the plan which also includes new estimates, etc. Mr. Simmons relayed that this is important work that needs to be done for the plan.

Review Ordinance No. 1512/2020 Budget Amendments: Ms. Bounds provided information about each of the budget amendments.

Review Ordinance No. 1513 amending ZMC 15.20: Ms. Steele provided information about Ordinance No. 1513 and answered questions.

Review Ordinance No. 1514 repealing/replacing Ord. No. 913: Ms. Steele provided information about Ordinance No. 1514 and answered questions.

Review Preliminary Budget: Ms. Bounds provided information about changes that were made since the last meeting. Most of the changes were to include carry-over numbers on the projects that will continue into 2021.

MAYOR'S REPORT

Mayor Carmack mentioned that the Governor recently issued more restrictions for the next four (4) weeks. There will be a meeting tomorrow for valley leaders to discuss the changes.

Mayor Carmack reported that one of the cameras was recently installed in Ice House Park.

COUNCIL/STAFF REPORTS

Fire Department: Chief Stonemetz reported that the volunteers recently received their pay for firepoints for the timeframe of November 1, 2019 to October 31, 2020.

Police Department: Chief Quantrell reported that his department is short handed right now due to two officers being out.

Public Works Department: Mr. Simmons reported that his department has been winterizing their fleet and applying sterilant to alleviate weeds in the future. Ms. Gonzales asked who takes care of the dog poop on the sidewalks because it's been very prevalent lately. Chief Quantrell replied that people need to report those incidents when they happen so people can be cited.

Building/Planning: Ms. Steele reported on the status of BK, Dollar General, Chief Hops, and the ZHS building. She mentioned that the city should hear back on the TIB applications next week.

Administration: Ms. Bounds reported that the public works committee and staff recently scored the municipal engineering SOQ's and scored HLA the highest. She will work with them on an agreement to bring back to council for approval.

Ms. Bounds also mentioned there will be a meeting with YVCOG and valley leaders tomorrow morning at 8:30 a.m. to discuss the new COVID-19 measures put out by the Governor.

AJOURNMENT

The meeting was adjourned at 6:21 p.m.


Sharon Bounds, City Administrator


Dr. Scott Carmack, Mayor

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City Council
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CALL TO ORDER

Mayor Scott Carmack called the meeting to order at 6:30 p.m.

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

CONSENT AGENDA

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

- A. Approve minutes of Study Session Meeting dated November 2, 2020.
- B. Approve minutes of Council Meeting dated November 2, 2020
- C. Approve claim voucher numbers 53596 to 53648 dated November 16, 2020 in the amount of \$356,644.02
- D. Approve payroll voucher numbers 34077 to 34112 dated November 13, 2020 in the amount of \$127,243.84.
- E. Approve Monthly Close-out Report dated 10/31/2020

Motion carried unanimously.

PUBLIC HEARING

2021 Preliminary Budget. Mayor Carmack opened the public hearing at 6:31. No public comment was given. Mayor Carmack closed the public hearing at 6:31 p.m.

NEW BUSINESS

Vote on Resolution No. 2020-42/Agreement with YCDA: *Mr. Williams moved, seconded by Ms. Gonzales to approve Resolution No. 2020-42 approving an agreement with YCDA for the pass through use of WSDOC Coronavirus Relief Funds. Motion carried unanimously.*

Vote on Resolution No. 2020-43/Addendum No. 1 to Task Order No. 2017-03: Ms. Gonzales moved, seconded by Ms. Husted to approve Resolution No. 2020-43 Approving Addendum No. 1 to Task Order No. 2017-03 for revisions to the General Sewer Plan. Motion carried unanimously.

Vote on Ordinance No. 1512/2020 Budget Amendments: Ms. Husted moved, seconded by Mr. Stewart to approve Ordinance No. 1512 approving 2020 Budget Amendments. Motion carried unanimously.

Vote on Ordinance No. 1513 Amending ZMC 15.20: Mr. Stewart moved, seconded by Mr. Miles to approve Ordinance No. 1513 amending ZMC 15.20. Motion carried unanimously.

Vote on Ordinance No. 1514 Repealing/replacing Ord. No. 913: Mr. Miles moved, seconded by Mr. Williams to approve Ordinance No. 1514 repealing and replacing Ordinance No. 913. Motion carried unanimously.

EXECUTIVE SESSION

Mayor Carmack called an Executive Session at 6:35 p.m. for 10 minutes to discuss issues related to RCW 42.30.140(4)(b). No action to be taken. Executive Session ended at 6:45 p.m. and regular session began.

AJOURNMENT

The meeting was adjourned at 6:46 p.m.


Sharon Bounds, City Administrator


Dr. Scott Carmack, Mayor