

City of Zillah
Study Minutes
Telephonic Meeting
January 19, 2021

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 (joined at 6:05 p.m.), 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 City Attorney James Carmody

Absent: Public Works Director John Simmons

CONSENT AGENDA

- A. Review minutes of Study Session Meeting dated January 4, 2020.
- B. Review minutes of Council Meeting dated January 4, 2020.
- C. Review claim voucher numbers 53826 to 53853 dated December 31, 2020 Open Period, in the amount of \$57,614.14.
- D. Review claim vouchers numbers 53854 to 53876 dated January 19, 2021, in the amount of \$69,273.45.
- E. Review payroll voucher numbers 34144 to 34151 dated January 15, 2021, in the amount of \$85,185.06.
- F. Approve Liquor License for Squeeze Inn Restaurant and Lounge
- G. Approve voided checks, numbers 53799, 53800, 53801, 53802, 53803

NEW BUSINESS

Discuss Mayor Pro-tem: Mayor Carmack asked if anyone is interested in serving as Mayor Pro-tem during 2021. Councilmember Williams stated he would be willing to serve.

Review appeal of Developer Fees: Mayor Carmack explained that Jay Spurlock has appealed his developer fees for a project he's currently working on. He asked Jamie Carmody to address the issue. Mr. Carmody provided information about the city developer fees and referred to the application and staff report that was included in the packet. He mentioned that it is staff's recommendation to deny the appeal

and that he did not find justification for the city to approve the appeal. Further discussion was held. The parties involved in the appeal were not present at the meeting.

Review Decorating Plan for 2021: Mr. Stewart submitted a decorating plan for approval. He explained that he and Merry enjoy decorating for the city. Ms. Gonzales expressed appreciation for the great work they do.

Review Resolution No. 2021-02 Approving an ILA with Yakima County for Technology Services: Chief Quantrell provided information about the Agreement with Yakima County for Technology Services.

Review Resolution No. 2021-03 Approving Policy No. 2021-01: Ms. Bounds provided information about the policy and explained it will replace the current policy.

Review Resolution No. 2021-04 Approving TIB Consulting Agreement for Merclyn Project: Ms. Bounds explained that the city was awarded apx. 248,000 for an overlay project in the Merclyn Street area. This is a consulting agreement with Transportation Improvement Board (TIB) for engineering.

MAYOR'S REPORT

Mayor Carmack explained that there's a COVID breakout at city hall right now. He told that he was vaccinated last week. He asked if anyone saw the lighted sign that is down by the recycle bins. He then mentioned that there is a stray border collie in the city pound. It's a nice dog and hopefully someone claims it.

COUNCIL/STAFF REPORTS

Police Department: Chief Quantrell mentioned that things are going good but there have been a few thefts.

Building/Planning: Ms. Steele reported on the most recent building activity. She stated that an upcoming hearing was postponed until February due to the COVID issue.

Administration: Ms. Bounds stated that there are some COVID cases at city hall so staff is limited. Due to that, the drive through window hours have been adjusted to meet staff schedule. If all goes well, most of the staff should be back on the 25th.

Discussion was held about the utility payments that are overdue. Ms. Bounds provided information and Ms. Gonzales asked if there was anyone using the help from NW Community Action Council. She stated that there have been a few. Dolores, the Zillah Librarian, stated the library was contacted from someone wanting to use the computers so they could access agencies to help them with their bills. Ms. Bounds stated she will send the information to her about the NWCAC.

AJOURNMENT

The meeting was adjourned at 6:32 p.m.


Sharon Bounds, City Administrator


Dr. Scott Carmack, Mayor

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CALL TO ORDER

Mayor Scott Carmack called the meeting to order at 6:32 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, Police Chief Tim Quantrell, Community Development Director Ardele Steele, Fire Chief Paul Stonemetz and City Attorney James Carmody

Absent: Public Works Director John Simmons

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 Meeting dated January 4, 2020.
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- C. Review claim voucher numbers 53826 to 53853 dated December 31, 2020 Open Period, in the amount of \$57,614.14.
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Motion carried unanimously.

NEW BUSINESS

Vote on Mayor Pro-tem: Ms. Husted moved, seconded by Mr. Stewart to nominate/vote for Brian Williams as Mayor Pro-tem for 2021. Motion carried unanimously.

Vote on appeal of Developer Fees: Mr. Williams moved, seconded by Ms. Gonzales to Deny the appeal for Developer fees submitted by Jay Spurlock for Zillah Mini Storage for an expansion of the facilities. Motion carried unanimously.

Vote on Decorating Plan for 2021: Ms. Gonzales moved, seconded by Ms. Husted to approve Doug Stewart and Merry Daley to decorate for 2021 as per the attached requests. Motion carried 4 yes (Husted, Williams, Gonzales, Miles) 1 abstained (Stewart).

Vote on Resolution No. 2021-02 Approving an ILA with Yakima County for Technology Services: Ms. Husted moved, seconded by Mr. Stewart to approve Resolution No. 2021-02 approving an Interlocal Agreement between City of Zillah and Yakima County Technology Services. Motion carried unanimously.

Vote on Resolution No. 2021-03 Approving Policy No. 2021-01: Mr. Stewart moved, seconded by Mr. Miles to approve Resolution No. 2021-03 approving Policy No. 2021-01, Repealing & Replacing Policy No. 2020-01. Motion carried unanimously.

Vote on Resolution No. 2021-04 Approving TIB Consulting Agreement for Merclyn Project: Mr. Miles moved, seconded by Mr. Williams to approve Resolution No. 2021-04 approving a TIB Consultant Agreement for the Merclyn Area Resurfacing Project. Motion carried unanimously.

AJOURNMENT

The meeting was adjourned at 6:37 p.m.


Sharon Bounds, City Administrator


Dr. Scott Carmack, Mayor