

**City of Zillah**  
**Study Session Minutes**  
*Telephonic Meeting*  
**November 1, 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, Brian Williams and Wes Argo

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

Absent: City Attorney James Carmody

**CONSENT AGENDA**

- A. Review minutes of Study Session Meeting dated October 18, 2021.
- B. Review minutes of Council Meeting dated October 18, 2021.
- C. Review claim voucher numbers 54853 to 54908 dated November 1, 2021, in the amount of \$676,225.47
- D. Review payroll voucher numbers 34339 to 34352 dated October 29, 2021, in the amount of \$117,921.46.

**NEW BUSINESS**

**Review Ordinance No. 1531 Establishing Garbage Rates:** Keith Kovalenko of Yakima Waste informed Council that he will soon be retiring and Mark Lanter will take his place. Introductions were made. It was explained that the CPI increase was over 5% but since the agreement the city has with Yakima Waste for annual increases has a cap of 3%, the ordinance will be changed to increase rates by 3%.

**Review Resolution No. 2021-51 Approving Agreement for Probation Services:** Ms. Bounds provided information about the agreement for probation services.

**Review Resolution No. 2021-52 Approving Contract for Professional Services-Delviento:** Ms. Bounds explained that this agreement is for professional services for the court. Judge Murphy does not anticipate they will use Lorena much but wants to have her available in case she is needed to cover for court or help with paperwork.

**Review Resolution No. 2021-53 Approving Agreement for Public Defense Conflict Services:** This agreement with Daniel Polage is for Conflict Public Defense Services. His current agreement expires at year end so the dates to the agreement were changed.

**Review Resolution No. 2021-54 Approving Addendum IV to Jail Agreement with Sunnyside:** Chief Quantrell explained that there was a slight increase of \$2 to the bed fee per day.

**Review Resolution No. 2021-55 Approving Collections Services-Evergreen Financial Services, Inc.:** Ms. Bounds explained that the city went out to bid for Collection Services. Two agencies submitted proposals. The proposals were scored and Evergreen Financial Services, Inc. is being recommended for approval.

**Review Resolution No. 2021-56 Approving Vendor Agreement with YVFWC DBA Northwest Community Action Center:** Ms. Bounds explained that the Vendor Agreement with Northwest Community Action Center is for them to assist low income individuals with their delinquent utility bills. A Vendor agreement is needed because it is a requirement of the funding.

**Review 2022 Preliminary Budget:** Ms. Bounds explained that no changes were made since the last meeting but it would be finalized within the next few weeks.

#### MAYOR'S REPORT

Mayor Carmack shared that there were several trunk or treat activities in the city over the weekend. He participated and mentioned that there was a good turn out. He commended the ZPD for their participation.

#### COUNCIL/STAFF REPORTS

**Fire Department:** Chief Stonemetz reported that the volunteers had a busy week. They had two groups giving away pumpkins to the community and the school. Two of the volunteers did a fire prevention presentation to the seniors at their last meeting. They also participated in the trunk or treat and handed out over 1,600 pieces of candy.

**Police Department:** Chief Quantrell commended Officer Brown and Sergeant Montgomery for putting together the trunk or treat for the ZPD.

**Public Works Department:** Mr. Simmons reported on the status of the Vintage Valley Project.

**Building/Planning:** Ms. Steele provided information about the current building and planning activity.

**Administration:** Ms. Bounds reported that the city Toy Drive commercial will be filmed on November 15<sup>th</sup> at 10 a.m. and invited everyone with the city to attend. She also reflected on all of the progress made during 2021 and all of the projects that were done. Staff keeps very busy.

#### ADJOURNMENT

*The meeting was adjourned at 6:27 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 6:31 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 Wes Argo

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

Absent: City Attorney James Carmody

**CONSENT AGENDA**

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

- A. Review minutes of Study Session Meeting dated October 18, 2021.
- B. Review minutes of Council Meeting dated October 18, 2021.
- C. Review claim voucher numbers 54853 to 54908 dated November 1, 2021, in the amount of \$676,225.47
- D. Review payroll voucher numbers 34339 to 34352 dated October 29, 2021, in the amount of \$117,921.46.

*Motion carried unanimously.*

**PUBLIC HEARING**

**2022 Preliminary Budget:** Mayor Carmack opened the public hearing at 6:33 p.m. No public comment was given. Mayor Carmack closed the public hearing at 6:34 p.m.

## NEW BUSINESS

**Vote on Ordinance No. 1531 Establishing Garbage Rates:** *Mr. Williams moved, seconded by Ms. Gonzales to approve Ordinance No. 1531 establishing garbage collection rates effective January 1, 2022. Motion carried unanimously.*

**Vote on Resolution No. 2021-51 Approving Agreement for Probation Services:** *Ms. Gonzales moved, seconded by Ms. Husted to approve Resolution No. 2021-51 approving an agreement with Yakima County for Probation Services. Motion carried unanimously.*

**Vote on Resolution No. 2021-52 Approving Contract for Professional Services-Delviento:** *Ms. Husted moved, seconded by Mr. Stewart to approve Resolution No. 2021-52 renewing a contract for Municipal Court Professional Services with Lorena Delviento. Motion carried unanimously.*

**Vote on Resolution No. 2021-53 Approving Agreement for Public Defense Conflict Services:** *Mr. Stewart moved, seconded by Mr. Argo to Approve Resolution No. 2021-53 approving an agreement for Public Defense Conflict Services with Daniel B. Polage. Motion carried unanimously.*

**Vote on Resolution No. 2021-54 Approving Addendum IV to Jail Agreement with Sunnyside:** *Mr. Argo moved, seconded by Mr. Williams to Approve Resolution No. 2021-54 approving Addendum IV to Interlocal Agreement with Sunnyside for housing of inmates. Motion carried unanimously.*

**Vote on Resolution No. 2021-55 Approving Collections Services-Evergreen Financial Services, Inc.:** *Mr. Williams moved, seconded by Ms. Gonzales to Approve Resolution No. 2021-55 approving a Collection Services Agreement with Evergreen Financial Services, Inc. Motion carried unanimously.*

**Vote on Resolution No. 2021-56 Approving Vendor Agreement with YVFWC DBA Northwest Community Action Center:** *Ms. Gonzales moved, seconded by Ms. Husted to Approve Resolution No. 2021-56 approving a Vendor Agreement with Northwest community Action Center. Motion carried unanimously.*

## ADJOURNMENT

*The meeting was adjourned at 6:38 p.m.*

  
Sharon Bounds, City Administrator

  
Dr. Scott Carmack, Mayor