

City of Zillah
Study Session Minutes
Telephonic Meeting
December 20, 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, Janice Gonzales, Brian Williams and Wes Argo

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

Absent: Councilmember Beth Husted, Public Works Director John Simmons, and City Attorney James Carmody

CONSENT AGENDA

- A. Review minutes of Study Session Meeting dated December 6, 2021.
- B. Review minutes of Council Meeting dated December 6, 2021.
- C. Review claim voucher numbers 55029 to 55076 dated December 20, 2021, in the amount of \$143,835.26.
- D. Review payroll voucher numbers 34399 to 34405 dated December 15, 2021, in the amount of \$80,543.46.

NEW BUSINESS

Review Unclassified Application: Ron Pelson of Traditional Designs was at the meeting representing The Family Company Coffee House who submitted an Unclassified Application to construct a drive through. He provided information about the current surrounding parking and about the parking it would provide if granted.

Review Ordinance No. 1536/2021 Budget Amendment: Ms. Bounds provided information about the budget amendments.

Review Resolution No. 2021-69 Approving Svc. Agreement with DIVCO: Chief Quantrell provided information about the hvac system at the Police Station. He explained that DIVCO lost money on them last year. This contract is being changed from providing full service to quarterly service with all additional work being done at price.

Review Resolution No. 2021-70 Approving Consultant Agreement for Overlay Project: Ms. Bounds explained this is the consultant agreement for the Chenaur Overlay Project. Approval is being requested so that HLA can begin the design work on the project.

COMMITTEE/COMMISSION REPORTS

Mayor Carmack explained that the Finance Committee met recently to discuss the COPS grant that the city was awarded. They had originally decided to recommend it not be accepted due to lack of city funding for the position. The city has recently found out that they wouldn't be required to hire the officer until 2023 at the latest, so will accept the grant and use it if the funds are available at that time. If not, the money will not be drawn and notice will be given. This is completely dependent on city funding availability for 2023. Council was agreeable with accepting the funding and only using it if funds are available for the position at the time.

MAYORS REPORT

Mayor Carmack reported that he and Ms. Bounds judged the lighting contest last week. It was a lot of fun seeing all of those who participated and they awarded the prizes to the winners.

Mayor Carmack reported that the city toy drive was successful. He thanked Yakima Waste for donating bicycles and PPL for donating money. Chief Quantrell stated the delivery went well.

Fire Department: Chief Stonemetz reported that a retirement party will be held for Stan Buechler on Tuesday night at 6:30 and he invited everyone to attend. Stan has been with the fire department over 30 years.

Administration: Ms. Bounds reported that the Old Fashioned Christmas event went well and was very nice. Mayor Carmack commented that they handed out 118 gift bags to children.

ZPD: Ms. Gonzales asked Chief Quantrell what he knew about the program YVCOG discussed overseeing, relating to gun records and ballistics and how to trace a bullet, etc. Chief stated it would be mostly useful to larger cities and he was not sure of all the details.

ADJOURNMENT

The meeting was adjourned at 6:31 p.m.


Sharon Bounds, City Administrator


Dr. Scott Carmack, Mayor

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City Council Minutes
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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, Janice Gonzales, Brian Williams and Wes Argo

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

Absent: Councilmember Beth Husted, Public Works Director John Simmons, and 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. Approve minutes of Study Session Meeting dated December 6, 2021.
- B. Approve minutes of Council Meeting dated December 6, 2021.
- C. Approve claim voucher numbers 55029 to 55076 dated December 20, 2021, in the amount of \$143,835.26.
- D. Approve payroll voucher numbers 34399 to 34405 dated December 15, 2021, in the amount of \$80,543.46.

Motion carried unanimously.

NEW BUSINESS

Vote on Unclassified Application: *Mr. Williams moved, seconded by Ms. Gonzales that City Council concur with approval of the Unclassified Application for 622 Second Avenue. Motion carried unanimously.*

Vote on Ordinance No. 1536/2021 Budget Amendment: Ms. Gonzales moved, seconded by Mr. Stewart that City Council Approval Ordinance No. 1536 approving 2021 Budget Amendments. Motion carried unanimously.


Vote on Resolution No. 2021-69 Approving Svc. Agreement with DIVCO: Mr. Stewart moved, seconded by Mr. Argo that City Council Approval Resolution No. 2021-69 approving a Service Agreement with DIVCO, Inc. Motion carried unanimously.

Vote on Resolution No. 2021-70 Approving Consultant Agreement for Overlay Project: Mr. Argo moved, seconded by Mr. Williams that City Council Approval Resolution No. 2021-70 Approving a Consultant Agreement for the Chenaur Area Resurfacing Project. Motion carried unanimously.

ADJOURNMENT

The meeting was adjourned at 6:35 p.m.


Sharon Bounds, City Administrator



Dr. Scott Carmack, Mayor