

City of Zillah
Study Minutes
Telephonic Meeting
June 7, 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 6:01 p.m.

ROLL CALL

The following were:

Present: Mayor Scott Carmack, Councilmembers Doug Stewart, Beth Husted, Janice Gonzales, and Brian Williams

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

CONSENT AGENDA

- A. Review minutes of Study Session Meeting dated May 17, 2021.
- B. Review minutes of Council Meeting dated May 17, 2021.
- C. Review claim voucher numbers 54291 to 54346 dated June 7, 2021, in the amount of \$36,788.09.
- D. Review claim voucher number 54290 dated June 3, 2021, in the amount of \$1,492.14.
- E. Review payroll voucher numbers 34226 to 34240 dated May 31, 2021, in the amount of \$124,209.44.

NEW BUSINESS

Street Improvements – Steve Araguz: Steve was not present.

Review Ordinance No. 1526 Adopting Shoreline Master Program (SMP): Ms. Steele provided information about the work that's been done on the Shoreline Master Program. She said that the city doesn't have shorelines, except for the pond that flows into the river by the treatment plant, but is required to plan for them.

Review Resolution No. 2020-26 Approving Task Order No. 2021-26 with HLA: Ms. Bounds explained that the city engineer is working on the water comp plan and during that process found that one of the city water rights needs to be renewed. They will enlist someone that specializes in water rights to pull the needed information for the application and will assure it is submitted on time. Ms. Bounds stated that this work will also be helpful as city staff works on regulations related outside user requests. They will need to look at the water rights as well as sewer capacities during that process. There is currently a request from a developer for property located on Roza Drive. Mayor Carmack asked Mr. Carmody to

address how the city should proceed forward in dealing with those who are in our UGA who want city water and sewer. Mr. Carmody stated that the city could include language on how someone needs to apply for those services and the city should have criteria in place in order to consider those requests. He also addressed that normally, properties in a city's UGA are intended to eventually be part of the city through annexation. The city needs to assure it can meet the needs of the request prior to agreeing. Staff will work on this project in the coming month and bring information back for consideration.

Review Resolution No. 2020-27 Approving Interagency Data Sharing Agreement with SAO: Ms. Bounds recently received this agreement from the State Auditor's office. She explained that the legislature recently passed a bill requiring data sharing agreements for all state and local governments sharing data. Zillah will have a federal single audit this year so this needs to be approved prior to that.

VISITOR'S COMMENTS

YVRL. Rondi Downs was on the meeting and explained she is filling in since Delores left for employment elsewhere.

MAYOR'S REPORT

Mayor Carmack pointed out that he will be making a few changes in calling for a vote. Since attending the training sessions on Robert's Rules he discovered he needs to make a few changes.

COUNCIL/STAFF REPORTS

Police Department: Chief Quantrell reported that Officer Fuller recently resigned as our reserve officer as she will be moving to Texas.

Public Works Department: Mr. Simmons reported that the RV Dump station was recently destroyed by a truck and trailer pulling out. The trailer someone attached to it and pulled it out of the ground destroying the building and burst the water line.

Building/Planning: Ms. Steele reported on the most recent building activity. She is also planning to send out letters to those in the city who were identified that might have areas that breed mosquito larvae. Mayor Carmack explained that the city won't be spraying as it is ineffective but will do it's best to address those areas that might be breeding grounds. The health district was contacted to see if they are spraying the areas over the cliff but they do not spray in our area.

Administration: Ms. Bounds reported that she had placed an advertisement for the vacant city council seat after the vacancy occurred but no one has applied yet. Ms. Gonzales stated that she checked with Municipal Research and the city only has 90 days to appoint someone. She went on to state that she would like to see someone other than the two who filed for the position, to apply, as she wouldn't want to appear to endorse one over the other.

AJOURNMENT

The meeting was adjourned at 6:30 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 6:30 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, and Brian Williams

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

CONSENT AGENDA

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

- A. Review minutes of Study Session Meeting dated May 17, 2021.
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Motion carried unanimously.

PUBLIC HEARING

Shoreline Master Program (SMP): Mayor Carmack opened the Public Hearing at 6:31 p.m. Jeff Watson from YVCOG provided information about the Shoreline Master Program (SMP) and the process they went through to update the plan. This plan is required even though it doesn't really apply to Zillah. There was no further comment. Mayor Carmack closed the Public Hearing at 6:41 p.m.

NEW BUSINESS

Vote on Ordinance No. 1526 Adopting Shoreline Master Program (SMP): Ms. Gonzales moved, seconded by Ms. Husted to approve Ordinance No. 1526 Adopting Amendments to the Comp Plan and the Yakima County Regional Shoreline Master Program. Motion carried unanimously.

Vote on Resolution No. 2021-26 Approving Task Order No. 2021-26 with HLA: Ms. Husted moved, seconded by Mr. Stewart to approve Resolution No. 2021-26 Approving Task Order No. 2021-02 for work on water rights extension. Motion carried unanimously.

Vote on Resolution No. 2021-27 Approving Interagency Data Sharing Agreement with SAO: Mr. Stewart moved, seconded by Mr. Williams to approve Resolution No. 2021-27 Approving an Interagency Data Sharing Agreement with the Office of the Washington State Auditor. Motion carried unanimously.

MAYOR'S REPORT

Mayor Carmack announced that there is a vacant seat open on city council and applications can be found online on the city website under the employment section.

AJOURNMENT

The meeting was adjourned at 6:45 p.m.



Sharon Bounds, City Administrator



Dr. Scott Carmack, Mayor