

City of Zillah
Study Session Minutes
Telephonic Meeting
July 6, 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 6:05 p.m.

ROLL CALL

The following were:

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

Also Present: City Administrator Sharon Bounds, Police Chief Tim Quantrell (joined at 6:15 p.m.), Community Development Director Ardele Steele, Fire Chief Paul Stonemetz, Public Works Director John Simmons and City Attorney James Carmody

Absent: Councilmembers Brian Williams and Wes Argo

CONSENT AGENDA

- A. Review minutes of Study Session Meeting dated June 21, 2021.
- B. Review minutes of Council Meeting dated June 21, 2021.
- C. Review claim voucher numbers 54390 dated July 1, 2021, in the amount of \$1,735.19.
- D. Review claim voucher numbers 54391 to 54445 dated July 6, 2021, in the amount of \$29,299.12.
- E. Review payroll voucher numbers 34250 to 34263 dated June 30, 2021, in the amount of \$167,476.17.
- F. Review Voided Check No. 34264

NEW BUSINESS

Review Civil Service Commission Appointments: Ms. Bounds explained that some of the past Civil Service Commission members have either moved or are no longer able to participate as members. Members were recommended for appointment and Council is being asked to ratify their appointments as follows: Chairman John Hill, Vice Chair Betty Lou Philipsen, and members Curt Ruggles, Ernest Toop and Barry Laws.

Review List of Committees/Boards/Commissions: The revised list of committees includes the newly appointed Civil Service Commission members, the Plannig Commission member and most of the vacant seats that were held by Mr. Miles be filled by Mr. Argo.

Review Resolution No. 2021-30 Adopting Revised Design & Construction Standards: Ms. Steele provided information about the changes to the standards. The city recently reviewed the standards for water lines for commercial development as well as meter size. This change is being proposed to give a contractor an avenue to apply for a variance from the meter size. Discussion was held and Mr. Carmody provided further information.

Review Ordinance No. 1527 Adopting ZMC 13.08.047: Changes to this ordinance include the same changes mentioned in the last agenda item.

VISITOR'S COMMENTS

Mr. Rollinger who is currently building mini storage units and an office said the current proposal does not help his situation out as he wanted a variance from the 2" line requirement and discussion was held. It was explained that his issue relating to the line requirements was considered and taken to the city engineer for input. Due to potential future use issues, it was decided by staff that the current regulations are adequate so they are not recommending any changes to that.

MAYOR'S REPORT

Mayor Carmack extended thanks to Mr. Simmons for his part in implementing the Fourth of July plan. He also thanked the Fire and Police Departments. He stated that the event was very successful and he is appreciative to city staff for their part.

COUNCIL/STAFF REPORTS

Fire Department: Chief Stonemetz stated that this is the first year their department was not called out on a call within the city during the Fourth of July event. He said everyone he has dealt with was polite and helpful and the properties have already cleaned up their debris.

Public Works Department: Mr. Simmons reported things went well. He also extended thanks to city hall staff for all of their work on processing the fireworks permits.

Police Department: Chief Quantrell stated that things went very smooth with little incident.

EXECUTIVE SESSION

Mayor Carmack called for Executive Session at 6:37 p.m. for 10 minutes to discuss issues related to RCW 42.30.110(1)(i). Executive Session ended at 6:47 p.m. and regular session began.

ADJOURNMENT

The meeting was adjourned at 6:47 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 6:48 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 and Janice Gonzales

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

Absent: Councilmembers Brian Williams and Wes Argo and Fire Chief Paul Stonemetz

CONSENT AGENDA

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

- A. Approve minutes of Study Session Meeting dated June 21, 2021.
- B. Approve minutes of Council Meeting dated June 21, 2021.
- C. Approve claim voucher numbers 54390 dated July 1, 2021, in the amount of \$1,735.19.
- D. Approve claim voucher numbers 54391 to 54445 dated July 6, 2021, in the amount of \$29,299.12.
- E. Approve payroll voucher numbers 34250 to 34263 dated June 30, 2021, in the amount of \$167,476.17.
- F. Approve Voided Check No. 34264

Motion carried unanimously.

NEW BUSINESS

Vote to Ratify Civil Service Commission Appointments: *Ms. Gonzales moved, seconded by Ms. Husted to Ratify the Mayor's appointments of the following members to the Civil Service Commission:*

Chairman: John Hill, Vice Chair: Betty Lou Philipsen, Curt Ruggles, Ernest Toop, and Barry Laws. Motion carried unanimously.

Vote on List of Committees/Boards/Commissions: *Mr. Stewart moved, seconded by Ms. Husted to Approve the List of Committee Assignments, Boards and Commissions. Motion carried unanimously.*

Vote on Resolution No. 2021-30 Adopting Revised Design & Construction Standards: *Ms. Gonzales moved, seconded by Mr. Stewart to Approve Resolution No. 2021-30 adopting revised Design and Construction Standards. Motion carried unanimously.*

Vote on Ordinance No. 1527 Adopting ZMC 13.08.047: *Ms. Husted moved, seconded by Mr. Stewart to Approve Ordinance No. 1527 Adopting Section 13.08.047 of the Zillah Municipal Code establishing water meter size reductions. Motion carried unanimously.*

Ms. Gonzales also extended thanks to everyone for their part in the successful 4th of July plan.

ADJOURNMENT

The meeting was adjourned at 6:53 p.m.



Sharon Bounds, City Administrator



Dr. Scott Carmack, Mayor