

City of Zillah
Study Session Minutes
Telephonic Meeting
August 2, 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 July 19, 2021.
- B. Review minutes of Council Meeting dated July 19, 2021.
- C. Review claim voucher number 54546 dated July 21, 2021, in the amount of \$50.00.
- D. Review claim voucher numbers 54547 to 54599 dated August 2, 2021, in the amount of \$598,370.87.
- E. Review payroll voucher numbers 34273 to 34283 dated July 30, 2021, in the amount of \$125,939.96.
- F. Review Voided Checks 54412 and 54494.

NEW BUSINESS

Review Street Closure Request: Ms. Bounds explained that the application submitted for this should have been submitted by Associated Clubs rather than a business owner, so that change was made to it. Ms. Bounds showed the revised application on the screen. Chief Quantrell provided information about the street closure associated with the request and stated he was fine with it. Abbie Pike provided information about the event, explaining that the event sponsor is Associated Clubs. She went on to state that she has done a couple small events on her property that have generated a lot of interest from other vendors. She has around 40 vendors interested in being part of this event. She stated that it is tough for small businesses right now and she is doing what she can to help bring people together in the community. Mayor Carmack stated that this would be a great thing for Zillah. Ms. Gonzales stated that in the future it is important that the applicant is the non-profit.

Review Resolution No. 2021-32/Master ILA with City of Toppenish: Ms. Bounds explained that this is a Master ILA with Toppenish giving us the ability to share facilities, equipment and labor.

Review Resolution No. 2021-33/Project Specific Agreement with City of Toppenish: Ms. Bounds explained that this is a Project Specific Agreement with Toppenish for specific things we need help with. Public Works needs oversight help at the Treatment Plant this week due to the WWTP operated being out on vacation.

Review Resolution No. 2021-34/ Addendum #1 to Task Order No. 2021-01: Ms. Bounds explained this task order with HLA is for work on the outside user rates that need to be determined. Staff previously discussed this with council.

Review Resolution No. 2021-35/Amendment #2 to Professional Services Agreement with YVCOG: YVCOG is asking that the amount within the agreement for updating the SMP be increased by \$345.

Review Resolution No. 2021-36/Firearm Purchase Contract: Ms. Bounds explained that this firearm purchase agreement is with Chief Quantrell for the purchase of a duty firearm. Chief Quantrell provided specifics on the firearm.

MAYOR'S REPORT

Mayor Carmack stated that the city recently received a letter from Stadelman Fruit that they are closing down their operation on Meade. The city will consider this in their budgeting for 2022.

Mayor Carmack read a letter the city recently received from DOE giving the WWTP commendation for the plant being without violation.

Mayor Carmack explained that the political forum went well and there was a good turnout.

Mayor Carmack reminded everyone of the Ribbon Cutting Ceremony on Friday at 4:30 for the Ice House Park and invited everyone to attend.

COUNCIL/STAFF REPORTS

Administration: Ms. Bounds reported that she sent out the budget call letter to the department heads today and this begins the budget season. Public hearings will be held, starting in October.

Ms. Bounds reported that the utility billing delinquent accounts are currently at apx. \$13,000. There have been some that have paid off their accounts. The Governor recently extended the date, not impose penalties and shut-off's through the end of September.

Public Works: Mr. Simmons reported that most of the benches and garbage cans had come and recently been installed in the Vintage Valley Project. The flag pole has still not come and the current timeframe is that it's out another 3 weeks.

ADJOURNMENT

The meeting was adjourned at 6:30 p.m.


Sharon Bounds, City Administrator


Dr. Scott Carmack, Mayor

City of Zillah
City Council Minutes
Telephonic Meeting
August 2, 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 6:30 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, 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. Williams moved, seconded by Ms. Gonzales to approve the Consent Agenda, items A through F as follows:

- A. Approve minutes of Study Session Meeting dated July 19, 2021.
- B. Approve minutes of Council Meeting dated July 19, 2021.
- C. Approve claim voucher number 54546 dated July 21, 2021, in the amount of \$50.00.
- D. Approve claim voucher numbers 54547 to 54599 dated August 2, 2021, in the amount of \$598,370.87.
- E. Approve payroll voucher numbers 34273 to 34283 dated July 30, 2021, in the amount of \$125,939.96.
- F. Approve Voided Checks 54412 and 54494.

Motion carried unanimously.

NEW BUSINESS

Vote on Street Closure Request: *Ms. Gonzales moved, seconded by Ms. Husted to approve the Street Closure request sponsored by Associated Clubs on September 11, 2021 as outlined in the attached Special Events Application. Motion carried unanimously.*

Vote on Resolution No. 2021-32/Master ILA with City of Toppenish: Ms. Husted moved, seconded by Mr. Stewart to approve Resolution No. 2021-32 Approving a Master Interlocal Agreement between City of Zillah and City of Toppenish for cooperative use of facilities, equipment, and personnel. Motion carried unanimously.

Vote on Resolution No. 2021-33/Project Specific Agreement with City of Toppenish: Mr. Stewart moved, seconded by Ms. Gonzales to approve Resolution No. 2021-33 Approving a Specific Project Agreement between City of Zillah and City of Toppenish for temporary sharing of personnel. Motion carried unanimously.

Vote on Resolution No. 2021-34/ Addendum #1 to Task Order No. 2021-01: Mr. Williams moved, seconded by Ms. Gonzales to approve Resolution No. 2021-34 Approving Addendum No. 1 to Task Order No. 2021-01 with HLA Engineering. Motion carried unanimously.

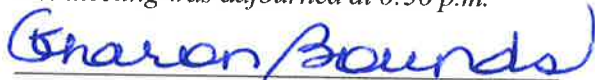
Vote on Resolution No. 2021-35/Amendment #2 to Professional Services Agreement with YVCOG: Ms. Gonzales moved, seconded by Ms. Husted to approve Resolution No. 2021-35 Approving Amendment No. 2 to the Professional Services Agreement with YVCOG. Motion carried unanimously.

Vote on Resolution No. 2021-36/Firearm Purchase Contract: Ms. Husted moved, seconded by Mr. Stewart to approve Resolution No. 2021-36 Approving a Duty Related Firearm Purchase Contract with Tim Quantrell. Motion carried unanimously.

Building/Planning: Ms. Steele reported that she's working on the TIB applications as they are due next Friday.

ADJOURNMENT

The meeting was adjourned at 6:36 p.m.



Sharon Bounds, City Administrator



Dr. Scott Carmack, Mayor