

City of Zillah
Study Session Minutes
Telephonic Meeting
January 18, 2022

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, Community Development Director Ardele Steele, and Fire Chief Paul Stonemetz

Absent: Police Chief Tim Quantrell, Public Works Director John Simmons and City Attorney James Carmody

CONSENT AGENDA

- A. Review minutes of Study Session Meeting dated January 3, 2022.
- B. Review minutes of Council Meeting dated January 3, 2022.
- C. Review claim voucher numbers 55142 to 55165 dated December 31, 2021 (open period), in the amount of \$166,676.18.
- D. Review claim voucher numbers 55166 to 55184 dated January 18, 2022, in the amount of \$15,174.26.
- E. Review payroll voucher numbers 34416 to 34423 dated January 14, 2022, in the amount of \$84,643.08.

NEW BUSINESS

Review Recommendation to Re-Appoint Planning Commission Member: Ms. Steele explained that Jay Spurlock has shown interest in being re-appointed to the Planning Commission and recommended Council ratify his re-appointment.

Review Resolution No. 2022-01/Professional Services Agreement with YVCOG: Vicki Baker from YVCOG provided information about the agreement. Ms. Gonzales voiced concern over the fact that the attached Scope of Work did not provide specific information about the work to be done. The purpose of the agreement was discussed and there was agreement over the purpose but Ms. Gonzales stated that the Scope of Work should provide detailed information about the work being done. It was also explained that DOC is not requiring anything except a deliverable document, no specific details on staff time, etc. and that may be the reasoning behind the simplicity of the attachment. It was decided that approval will be

delayed and the agreement will be re-visited again at the next meeting. Mayor Carmack stated that item will be removed from the council agenda this time.

Review Resolution No. 2022-02/Task Order No. 2022-01/Traffic Count System: Ms. Steele provided informationa about Task Order No. 2022-01.

Review Resolution No. 2022-03/Task Order No. 2022-03/5th St. ROW Corridor Study: Ms. Steele provided informationa about Task Order No. 2022-02.

Review Resolution No. 2022-04/Agreement for Animal Control with YHS: Mayor Carmack explained that staff has been working with the Yakima Humane Society on this agreement for a while. It has now been finalized and is being recommended for approval. It will provide housing for the animals the city picks up.

COUNCIL/STAFF REPORTS

Fire Department: Chief Stonemetz reported that things were going well for the fire department.


Building/Planning: Ms. Steele reported that it has been fairly quiet on the planning side of things lately.

Administration: Ms. Bounds reported that city hall staff walked in on flooding in the break room and had to deal with that today in addition to being short staffed. She also explained that the motion made at the last study session to appoint the Judge will be taken to the next council meeting for a vote since it should have been done during council instead.

ADJOURNMENT

The meeting was adjourned at 6:27 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 6:30 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, Community Development Director Ardele Steele, and Fire Chief Paul Stonemetz

Absent: Police Chief Tim Quantrell, 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 E as follows:

- A. Approve minutes of Study Session Meeting dated January 3, 2022.
- B. Approve minutes of Council Meeting dated January 3, 2022.
- C. Approve claim voucher numbers 55142 to 55165 dated December 31, 2021 (open period), in the amount of \$166,676.18.
- D. Approve claim voucher numbers 55166 to 55184 dated January 18, 2022, in the amount of \$15,174.26.
- E. Approve payroll voucher numbers 34416 to 34423 dated January 14, 2022, in the amount of \$84,643.08.

Motion carried unanimously.

NEW BUSINESS

Vote on Recommendation to Re-Appoint Planning Commission Member: *Mr. Williams moved, seconded by Ms. Husted to ratify the re-appointment of Jay Spurlock to the Planning Commission. Motion carried unanimously.*

Vote on Resolution No. 2022-02/Task Order No. 2022-01/Traffic Count System: Ms. Gonzales moved, seconded by Ms. Husted to Approve Resolution No. 2022-02-02 Approving Task Order No. 2022-01 with HLA Engineering and Land Surveying, Inc. to develop a Comprehensive Traffic Count Record System. Motion carried unanimously.


Vote on Resolution No. 2022-03/Task Order No. 2022-03/5th St. ROW Corridor Study: Ms. Husted moved, seconded by Mr. Stewart to Approve Resolution No. 2022-03 Approving Task Order No. 2022-02 with HLA Engineering and Land Surveying, Inc. to develop a study of the 5th Street Right-of-Way Corridor. Motion carried unanimously.

Vote on Resolution No. 2022-04/Agreement for Animal Control with YHS: Mr. Stewart moved, seconded by Mr. Argo to Approve Resolution No. 2022-04 Approving an Agreement with Yakima Humane Society for Animal Control. Motion carried unanimously.

ADJOURNMENT

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


Sharon Bounds, City Administrator


Dr. Scott Carmack, Mayor