

City of Zillah
Study Session Minutes
Telephonic Meeting
February 22, 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, 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 February 7, 2022.
- B. Review minutes of Council Meeting dated February 7, 2022.
- C. Review claim voucher numbers 55265 to 55314 dated February 22, 2022, in the amount of \$133,599.29.
- D. Review payroll voucher numbers 34437 to 34442 dated February 15, 2022, in the amount of \$84,928.84.
- E. Review Liquor License for The Warehouse Restaurant and Lounge, Bosma Estate Winery and La Canasta Meat Market

NEW BUSINESS

Review Resolution No. 2022-07 Approving Addendum No. 1 to Task Order 2021-05: Ms. Bounds explained that the city previously had the cultural resources study done as per RCO requirements and now RCO tells us that they won't certify that study until 60% of the engineering plans are complete. This task order is for the engineering on the project.

Review Resolution No. 2022-08 Approving Easement Extension with Van Wyk: Ms. Bounds explained that she and Jamie Carmody have been working with the Van Wyk's on an extension of the current agreement. They have negotiated an extension of 15 years with a 5% increase at the end of each term and if they go for additional years, the increase will be at 10%.

Review Resolution No. 2022-09 Accepting RV Dump Station Project as complete: Ms. Bounds explained that the RV Dump Station Repair Project is now complete and the Notice of Completion needs to be sent out to the state agencies. The attached resolution officially closes out the project for the city.

Review Ordinance No. 1537/2022 Budget Amendment: Ms. Bounds explained that the budget amendment includes the supplemental budget items that were included in the budget process as well as the street projects that are coming up. It was explained that the budget/finance committee met last week to review the items and are recommending approval. Mr. Williams reported on the year end finances.

Review Ordinance No. 1538 Amending Salary Ordinance: Chief Quantrell explained that he requested an increase to the wage for Reserve officers and Ms. Bounds explained that the wage for the Teapot Visitor Center operator was added. Those items were also reviewed by the finance/budget committee at their meeting last week.

VISITOR'S COMMENTS

John Otis reported that Chamber of Commerce is working on their scholarship fund.

COUNCIL/STAFF REPORTS

Fire Department: Chief Stonemetz reported that he just received two auto cpr machines. One will be used for his department and the other for the police department.

Police Department: Chief Quantrell reported that Zach Williams is back to work now after graduating from the academy. He has another officer out with surgery. Officer Brown will graduate from the academy in May. Ms. Gonzales asked him to comment on the discussion he had with YVCOG. They are proposing a Valley Regional Crime Center that would be available to perform forensics for the cities involved. Right now, they have to send things off far away and the wait time is long. It looks to be a good program and he would be in favor of it.

Building/Planning: Ms. Steele provided information on current building activity and stated she is currently working on grants. An interview will be held tomorrow for the building inspector position.

ADJOURNMENT

The meeting was adjourned at 6:34 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 6:34 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. Argo moved, seconded by Mr. Williams to approve the Consent Agenda, items A through E as follows:

- A. Review minutes of Study Session Meeting dated February 7, 2022.
- B. Review minutes of Council Meeting dated February 7, 2022.
- C. Review claim voucher numbers 55265 to 55314 dated February 22, 2022, in the amount of \$133,599.29.
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Motion carried unanimously.

NEW BUSINESS

Vote on Resolution No. 2022-07 Approving Addendum No. 1 to Task Order 2021-05: *Mr. Williams moved, seconded by Ms. Gonzales to approve Resolution No. 2022-07 Approving Addendum No. 1 to Task Order No. 2021-05 with HLA Engineering and Land Surveying, Inc. for engineering services for the Splash Park Facility. Motion carried unanimously.*

Vote on Resolution No. 2022-08 Approving Easement Extension with Van Wyk: *Ms. Gonzales moved, seconded by Ms. Husted to approve Resolution No. 2022-08 Approving a Temporary Easement Extension Agreement with Van Wyk. Motion carried unanimously.*

Vote on Resolution No. 2022-09 Accepting RV Dump Station Project as complete: *Ms. Husted moved, seconded by Mr. Stewart to approve Resolution No. 2022-09 Accepting the RV Dump Station Repair Project as Complete. Motion carried unanimously.*

Vote on Ordinance No. 1537/2022 Budget Amendment: *Mr. Stewart moved, seconded by Mr. Argo to approve Ordinance No. 1537 Approving 2022 Budget Amendments. Motion carried unanimously.*

Vote on Ordinance No. 1538 Amending Salary Ordinance: *Mr. Argo moved, seconded by Mr. Williams to approve Ordinance No. 1538 Amending Ordinance No. 1519 setting wages. Motion carried unanimously.*

MAYOR'S REPORT

Mayor Carmack said he took a poll at work yesterday about who everyone's favorite President was. He read off the answers.

COMMITTEE/COMMISSION REPORTS

Ms. Gonzales reported that she was just re-elected to the YVCOG board in which she represents our city and others. She also stated that she attended a Home meeting today and that Ardele offered to host the next meeting in March. They weren't sure if the meeting would be via ZOOM or in person.

ADJOURNMENT

The meeting was adjourned at 6:43 p.m.



Sharon Bounds, City Administrator



Dr. Scott Carmack, Mayor