

**City of Zillah**  
**Study Session Minutes**  
*Telephonic Meeting*  
**February 7, 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, Public Works Director John Simmons and City Attorney James Carmody

**ADDITIONS/CORRECTIONS TO THE AGENDA**

Mayor Carmack stated that item 5A needs to be removed from the agenda.

**CONSENT AGENDA**

- A. Review minutes of Study Session Meeting dated January 18, 2022.
- B. Review minutes of Council Meeting dated January 18, 2022.
- C. Review claim voucher numbers 55185 to 55191 dated February 3, 2022, in the amount of \$7,697.38.
- D. Review claim voucher numbers 55192 to 55264 dated February 7, 2022, in the amount of \$165,097.66.
- E. Review payroll voucher numbers 34424 to 34436 dated January 31, 2022, in the amount of \$119,703.69.
- F. Review Voided Check No.'s 34423 34420 34376 54211 54317 & 54994.
- G. Review Monthly Close-Out Report dated December 31, 2021.
- H. Review Monthly Close-Out Report dated January 31, 2022.

**NEW BUSINESS**

**Review Re-appointment of Judge:** Ms. Bounds explained that the ratification of appointment of the Judge had previously been done during a study session meeting and needed to be done during a council meeting so it is on the council agenda.

**Review Resolution No. 2022-01 Approving Storage Unit Agreement:** Mr. Carmody explained that the American Legion approached the city about placing a storage unit on city property to store their flags that are placed in the city cemetery and flags that are distributed around town on holidays. Discussion was held and information was evaluated. It was determined that what will be stored is of mutual benefit to the community and community events and the city is agreeable with the request so the agreement outlines the terms. Mr. Williams stated he will abstain from the vote since he is an American Legion member.

**Review Resolution No. 2022-05 Approving Fuel Tax Agreement for Downtown Sidewalk Project:** Ms. Bounds explained that this is the fuel tax agreement for the Downtown Sidewalk Project that was a bit delayed due to a typo on the application that had to be re-approved.

**Review Resolution No. 2022-06 Approving TIB Consultant Agreement for Downtown Sidewalk Project:** Ms. Bounds explained that this is the TIB Consultant Agreement for the Downtown Sidewalk Project that was a bit delayed due to a typo on the application that had to be re-approved. This is a much needed project for our commercial district that has crumbling sidewalks.

### VISITOR'S COMMENTS

Commissioner Linde joined the meeting. He presented information about a program the county is putting together to work with the cities to use ARPA funds jointly. More information will be distributed in the near future.

Commissioner Linde also mentioned that the county is working with solid waste to absorb tipping fees for communities that would like to do community clean up. He suggested Karma Sucan from solid waste be contacted for further information.

### MAYOR'S REPORT

Mayor Carmack mentioned that there will be a Community Days planning meeting on Thursday, 2/10 at 6:00 p.m. at Council Chambers.

### COUNCIL/STAFF REPORTS

**Police Department:** Chief Quantrell reported that Officer Williams will graduate from the academy tomorrow.

**Public Works Department:** Mr. Simmons reported that the public works department has been dealing with a lot of employees being out sick and have currently been working on cleaning the roads.

**Building/Planning:** Ms. Steele reported that an ad for the building inspector position has been placed and she is watching for applicants.

**Administration:** Ms. Bounds explained that she received word from YVCOG about the agreement that was brought to the last meeting that got pulled from the agenda. YVCOG stated that Commerce had agreed to contract the entire amount of the HAP funds with YVCOG so the cities will not need a separate agreement.

She also stated that the city has had a lot of employees out sick and they are working through that.

Mayor Carmack explained that an Executive Session would be held during the Council meeting and asked Mr. Carmody to explain a little bit about it and how it operates. Mr. Carmody explained the purpose and the rules of it.

### ADJOURNMENT

*The meeting was adjourned at 6:28 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, Brian Williams and Wes Argo

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. Argo moved, seconded by Mr. Williams to approve the Consent Agenda, items A through H as follows:*

- A. Approve minutes of Study Session Meeting dated January 18, 2022.
- B. Approve minutes of Council Meeting dated January 18, 2022.
- C. Approve claim voucher numbers 55185 to 55191 dated February 3, 2022, in the amount of \$7,697.38.
- D. Approve claim voucher numbers 55192 to 55264 dated February 7, 2022, in the amount of \$165,097.66.
- E. Approve payroll voucher numbers 34424 to 34436 dated January 31, 2022, in the amount of \$119,703.69.
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- G. Approve Monthly Close-Out Report dated December 31, 2021.
- H. Approve Monthly Close-Out Report dated January 31, 2022.

*Motion carried unanimously.*

**NEW BUSINESS**

**Vote to Re-appointment of Judge:** *Mr. Williams moved, seconded by Ms. Gonzales to ratify the the Re-appointment of Therese Murphy to serve as the Zillah Municipal Court Judge for a four-year term*

beginning on January 1, 2022. Motion Carried unanimously. Ms. Bounds then administered the Oath of Office.

**Vote on Resolution No. 2022-01 Approving Storage Unit Agreement:** Ms. Gonzales moved, seconded by Ms. Husted that City Council approve Resolution No. 2022-01 Approving a Storage Unit Agreement. Motion carried, 4 yes (Husted, Stewart, Argo, Gonzales). 1 abstain (Williams).

**Vote on Resolution No. 2022-05 Approving Fuel Tax Agreement for Downtown Sidewalk Project:** Ms. Husted moved, seconded by Mr. Stewart that City Council approve Resolution No. 2022-05 Approving Fuel Tax Agreement for Project No. P-E-947(P05)-01. Motion carried unanimously.

**Vote on Resolution No. 2022-06 Approving TIB Consultant Agreement for Downtown Sidewalk Project:** Mr. Stewart moved, seconded by Mr. Argo that City Council approve Resolution No. 2022-06 Approving a Consultant Agreement for the Downtown Sidewalk Project. Motion carried unanimously.

### EXECUTIVE SESSION

Mayor Carmack explained that council will convene into Executive Session at 6:35 for 10 minutes in order to discuss an issue related to RCW 42.30.110: (c) To consider the minimum price at which real estate will be offered for sale or lease when public knowledge regarding such consideration would cause a likelihood of decreased price. However, final action selling or leasing public property shall be taken in a meeting open to the public. At 6:45 p.m. Executive Session was extended for 5 minutes. Executive Session ended at 6:50 p.m.

**Vote to add item to the Agenda:** Mr. Argo moved, seconded by Mr. Williams to add Item 8E to the Agenda: Vote to authorize the Mayor to Negotiate." Motion carried unanimously.

**Vote to Authorze the Mayor to negotiate with Springday, LLC for 1.8 acres located on Bailey Road:** Ms. Gonzales moved, seconded by Ms. Husted that City Council Authorize the Mayor to negotiate with Springday, LLC for 1.8 acres located on Bailey Road. Motion carried unanimously.

### ADJOURNMENT

The meeting was adjourned at 6:55 p.m.



Sharon Bounds, City Administrator



Dr. Scott Carmack, Mayor