

City of Zillah
Study Session Minutes
Telephonic Meeting
April 4, 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, 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: Councilmember Beth Husted and City Attorney James Carmody

CONSENT AGENDA

- A. Review minutes of Study Session Meeting dated March 21, 2022.
- B. Review minutes of Council Meeting dated March 21, 2022.
- C. Review claim voucher numbers 55430 to 55492 dated April 4, 2022, in the amount of \$181,582.67.
- D. Review payroll voucher numbers 34461 to 34472 dated March 31, 2022, in the amount of \$135,016.39.

NEW BUSINESS

Mayor Carmack started the meeting by extending thanks to all of the lower and upper valley fire Departments, and Sergeant Delozier for their assistance with the recent fire at the Stonehenge. He also thanked council for authorizing the purchase of the new backhoe as it was used that night, by public works.

Review Street Closure Request-Associated Clubs: Shelli Quantrell of Associated Clubs provided information about the street closure request for the pop-up events being proposed for May and September. Brief discussion was held.

Review Resolution No. 2022-13 Renewing Agreement with PPC: Judge Murphy provided information about the agreement for security explaining that the current agreement needs to be renewed. This company has provided security for the court for several years.

Review Resolution No. 2022-14 Approving Interagency Agreement with AOC: Judge Murphy provided information about the program AOC has in reimbursing courts for interpretative services and she answered questions.

Review Resolution No. 2022-15 Awarding ZPD HVAC Split System: Chief Quantrell explained that the city recently went out to bid for companies to replace their HVAC split system. The low bid came in quite a bit lower than the original estimate he got, so that was good news.

Review Resolution No. 2022-16 Approving Mutual Modification Agreement with Zillah Chamber of Commerce: Ms. Bounds explained that the city had approved a Mutual Operations Agreement with Chamber last year to operate the Teapot. During the budget process, the city decided to hire a part-time employee to operate the Teapot so the agreement needed to be changed. The new agreement modifies the agreement and still allows Chamber to sell their souvenir products in the Teapot.

COMMITTEE/COMMISSION REPORTS

Ms. Gonzales reported that she attended a Home Consortium Meeting last week. They have funds to use to address homeless programs. The group will develop a plan for use of the money. It may be a capital project or it may be something else. Funds must be spent by 2030.

Mayor Carmack mentioned that DRYVE is doing a bus tour this month and will be visiting Zillah. Mayor Carmack stated that the flag will be put up that day for the first time.

MAYOR'S REPORT

Mayor Carmack reported that he, Ms. Bounds and Ms. Steele met recently with those involved in the fire. At that time, the city issued a 60 day notice for them to clean up their property.

COUNCIL/STAFF REPORTS

Police Department: Chief Quantrell reported that there was a small amount of gang graffiti they were dealing with near the WWTP.

Public Works Department: Mr. Simmons reported that the irrigation is running fairly smooth so far. The crew likes the new backhoe.

Building/Planning: Ms. Steele stated she is processing applications and dealing with paperwork. The city received notice from WCIA of an award for \$25k to fund a sidewalk planer and supplies. The award will be split with City of Toppensish. The city also received notice from Complete Streets that they will grant the city \$50k to be used for a downtown study/plan. She is currently working on SRT and bike/ped grants.

Administration: Ms. Bounds reported that this month will be a busy time planning for Community Days.

ADJOURNMENT

The meeting was adjourned at 6:25 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, 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: Councilmember Beth Husted and City Attorney James Carmody

CONSENT AGENDA

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

- A. Approve minutes of Study Session Meeting dated March 21, 2022.
- B. Approve minutes of Council Meeting dated March 21, 2022.
- C. Approve claim voucher numbers 55430 to 55492 dated April 4, 2022, in the amount of \$181,582.67.
- D. Approve payroll voucher numbers 34461 to 34472 dated March 31, 2022, in the amount of \$135,016.39.

Motion carried unanimously.

NEW BUSINESS

Vote on Street Closure Request-Associated Clubs: *Mr. Williams moved, seconded by Ms. Gonzales to approve the Street Closure Requests on May 7, and September 10, 2022 as outlined in the attached Special Events Application. Motion carried unanimously.*

Vote on Resolution No. 2022-13 Renewing Agreement with PPC: Ms. Gonzales moved, seconded by Mr. Stewart to approve Resolution No. 2022-13 approving an Agreement with PPC Solutions, Inc. for security Services. Motion carried unanimously.

Vote on Resolution No. 2022-14 Approving Interagency Agreement with AOC: Mr. Stewart moved, seconded by Mr. Argo to approve Resolution No. 2022-14 Authorizing an Interagency Agreement with AOC for Court interpreter and language access services. Motion carried unanimously.

Vote on Resolution No. 2022-15 Awarding ZPD HVAC Split System: Mr. Argo moved, seconded by Mr. Williams to approve Resolution No. 2022-15 Awarding a Contract to JRT Mechanical, Inc. for replacement of the ZPD HVAC Split System. Motion carried unanimously.

Vote on Resolution No. 2022-16 Approving Mutual Modification Agreement with Zillah Chamber of Commerce: Mr. Williams moved, seconded by Ms. Gonzales to approve Resolution No. 2022-16 Approving a Mutual Modification Agreement with Zillah Chamber of Commerce. Motion carried unanimously.

ADJOURNMENT

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



Sharon Bounds, City Administrator



Dr. Scott Carmack, Mayor