

**City of Zillah
Study Session Minutes
January 22, 2019**

CALL TO ORDER

Mayor 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 (arrived at 6:04 p.m.), Janice Gonzales and Jeff Miles

Also Present: City Administrator Sharon Bounds, Police Chief Tim Quantrell, Public Works Director John Simmons, Fire Chief Paul Stonemetz, Planning and Community Development Director Ardele Steele

Absent: Councilmember Brian Williams and City Attorney James Carmody

CONSENT AGENDA

- A. Review minutes of Study Session dated January 7, 2019.
- B. Review minutes of Council Meeting dated January 7, 2019.
- C. Review WA ST Liquor License for Squeeze Inn and Santa Fe Meat Market.
- D. Review claim voucher number 50776 to 50799 dated December 31, 2018 Open Period in the amount of \$73,298.17.
- E. Review claim voucher number 50739 to 50775 dated January 22, 2019 in the amount of \$21,036.74.
- F. Review payroll voucher numbers 33529 to 33536 dated January 15, 2019 in the amount of \$74,349.20.

NEW BUSINESS

Review Resolution No. 2019-01/Renewing Representation and Fee Agreement: Ms. Bounds provided information about the representation and fee agreement and answered questions.

Review Resolution No. 2019-02/Firearm Loan Repayment Agreement: Chief Quantrell provided information about the Firearm Loan Repayment Agreement with Sergeant Delozier.

VISITOR'S COMMENTS

Complaint: Phil Heimstra was present to voice a complaint about an issue that happened recently with the bank relating to his utility bill payment. He said the problem has been resolved today but he asked if something could be done to avoid a similar issue in the future. Discussion was held and Ms. Bounds briefly provided information about it as well. Mayor Carmack thanked him for attending the meeting.

MAYOR'S REPORT

Mayor Carmack announced that there will be another BINGO night on February 13th at the Zillah Civic Center. He also announced that employee interviews were held for the building inspector/code enforcement position. A candidate will be decided on soon and hired. Mayor Carmack also announced that the city yard waste is not being recycled by the Cheyne landfill. It's being processed with the other garbage. He mentioned that he cancelled his yard waste container service today.

COUNCIL/STAFF REPORTS

Fire: Chief Stonemetz reported that he had received a grant at the end of the year and the fire department purchased two infra red lights for use by their department. They used them on a fire call this past weekend and they worked well. He also reported that the Lexipol system process is working well so far. They will be up and running soon.

ZPD: Chief Quantrell reported that Sergeant Montgomery now has his FAA license so he can fly the Drone. He may do a demonstration in the near future.

Public Works: Mr. Simmons reported that the snow removal went fairly smooth last week. The light for the Vet Project should arrive this week and will be installed.

Planning: Ms. Steele reported on the current status of the building and code enforcement activity in the city.

Administration: Ms. Bounds announced that a year end finance Committee meeting will be held next week to discuss supplemental budget requests and year end data. Mayor Carmack reported that staff has been working with the engineers on a potential sewer rate increase, especially for large water users. The finance committee will review the information at their upcoming meeting.

AJOURNMENT

The meeting was adjourned at 6:34 p.m.



Sharon Bounds, City Administrator



Dr. Scott Carmack, Mayor

**City of Zillah
City Council Minutes
January 22, 2019**

CALL TO ORDER

Mayor Carmack called the meeting to order at 7:02 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 and Jeff Miles

Also Present: City Administrator Sharon Bounds, Police Chief Tim Quantrell, Public Works Director John Simmons, Fire Chief Paul Stonemetz, Planning and Community Development Director Ardele Steele

Absent: Councilmember Brian Williams, Fire Chief Paul Stonemetz and City Attorney James Carmody

CONSENT AGENDA

Mr. Miles moved, seconded by Ms. Gonzales to approve the Consent Agenda, items A through F as follows with the following changes, the minutes in items A and B be corrected to remove Tim Quantrell, Ardele Steele and Paul Stonemetz as being present:

- A. Approve minutes of Study Session dated January 7, 2019.
- B. Approve minutes of Council Meeting dated January 7, 2019.
- C. Approve WA ST Liquor License for Squeeze Inn and Santa Fe Meat Market.
- D. Approve claim voucher number 50776 to 50799 dated December 31, 2018 Open Period in the amount of \$73,298.17.
- E. Approve claim voucher number 50739 to 50775 dated January 22, 2019 in the amount of \$21,036.74.
- F. Approve payroll voucher numbers 33529 to 33536 dated January 15, 2019 in the amount of \$74,349.20.

Motion carried 3-0, with Ms. Husted abstaining from the vote.

NEW BUSINESS

Vote on Resolution No. 2019-01/Renewing Representation and Fee Agreement: *Ms. Gonzales moved, seconded by Ms. Husted to approve Resolution No. 2019-01 renewing a Representation and Fee Agreement. Motion carried unanimously.*


Vote on Resolution No. 2019-02/Firearm Loan Repayment Agreement: *Ms. Husted moved, seconded by Mr. Stewart to approve Resolution No. 2019-02 approving a Firearm Loan Repayment Agreement. Motion carried unanimously.*

AJOURNMENT

The meeting was adjourned at 7:04 p.m. Motion carried unanimously.



Sharon Bounds, City Administrator



Dr. Scott Carmack, Mayor