

**City of Zillah**  
**Study Session Minutes**  
November 16, 2015

**CALL TO ORDER**

The meeting was called to order by Mayor Gary Clark at 6:00 p.m.

**ROLL CALL**

The following were:

Present: Mayor Gary Clark, Councilmembers Doug Stewart, Scott Carmack (incoming), Janice Gonzales, Brian Williams and Jeff Miles

Also Present: City Administrator Sharon Bounds, Public Works Director Tim Tilley, Police Chief Dave Simmons, Planning & Community Development Director Ardele Steele and Attorney Gary Lofland

Mayor Clark explained that Mr. Bower recently submitted his resignation on Zillah City Council. Scott Carmack was elected to serve on that position no. 5 so it has been decided that Mr. Carmack will be appointed to fill the position for the remainder of the year.

**CONSENT AGENDA**

- A. Review minutes of Study Session dated November 2, 2015.
- B. Review minutes of Council Meeting dated November 2, 2015.
- C. Review payroll voucher numbers 32076 to 32089 dated November 13, 2015 in the amount of \$62,967.70.
- D. Review claim voucher numbers 45739 to 45793 dated November 16, 2015 in the amount of \$92,452.00.
- E. Review month-end close-out for October 2015.

**NEW BUSINESS**

**Review Proposal from Yakima Waste/Keith Kovalenko:** Keith Kovalenko of Yakima Waste presented a proposal to increase fees in the coming years. Discussion was held and it was decided that the Budget/Finance Committee will review the request and look at detailed data and will make a recommendation on the proposal at the next meeting.

**Review Resolution no. 2015-47 approving 2016 Interlocal Jail Agreement/Yakima County:** Chief Simmons provided information related to the agreement and explained that there are no changes to the agreement. He mentioned that the city needs to have an alternate jail to use when Toppenish can't be used.

**Discuss Rental House Demolition:** Ms. Bounds explained that the city has been in the process of working towards doing a controlled burn in the rental house on First Avenue. Asbestos testing has been done and came back showing no asbestos. Chief Stonemetz recently spent time at the Clean Air Authority gathering information about how to best to accomplish a controlled burn. There are a lot of

hoops to go through so the city is also looking into the cost of demolition. Early estimates are high but other estimates will be gathered and a decision will be made whether to continue with a burn or demolition.

**Review Resolution no. 2015-48 approving Master ILA with Yakima County:** Ms. Steele provided information related to the agreement. Some of those issues the city is not completely favorable of include less flexibility of times that UGA amendments can be made, methodology for land capacity analysis and the mandated level of capital facilities planning. These items were discussed with the city attorney and it was decided that it would be best at this time to approve the agreement so that the city could participate in future Growth Management Acts.

**Review Resolution no. 2015-49 adopting Design & Construction Standards:** Ms. Steele and Mr. Tilley provided information related to the revised standards.

**Review Street Closure Request:** Ms. Bounds provided information related to the street closure request. Chamber is sponsoring Zillah's Old Fashioned Christmas event. It will be on Saturday, December 12<sup>th</sup>. It starts at 2:00 p.m. Activities will be held in the Zillah Civic Center and pictures with Santa will be at the Teapot. They are requesting street closure on First Avenue between 6<sup>th</sup> and 7<sup>th</sup> Street between 4:00-5:00 p.m. for the Christmas tree lighting ceremony. There will also be music and caroling in the area. Council was favorable of the street closure.

**Review Quit Claim Deed:** Ms. Bounds explained that the city discovered that the lot line between the Zillah Food Bank and the bus barn needed to be corrected. In order to correct that legal boundary, the attached quit claim deed needs to be approved so that the lot line adjustment is made.

#### EXECUTIVE SESSION

Mayor Clark called for Executive Session at 6:50 p.m. for 10 minutes in order to discuss items related to RCW 42.30.140(4)(a). Executive Session closed at 7:00 p.m. and Regular Session began.

#### ADJOURNMENT

Mayor Clark adjourned the meeting at 7:00 p.m.

  
Sharon Bounds, City Administrator

  
Mayor Gary Clark

**City of Zillah  
City Council Minutes  
November 16, 2015**

**CALL TO ORDER**

The meeting was called to order by Mayor Gary Clark at 7:07 p.m.

**PLEDGE OF ALLEGIANCE**

Mayor Clark led the Pledge of Allegiance.

**OATH OF OFFICE**

Ms. Bounds administered the Oath of Office to Scott Carmack who was recently elected to serve on City Council, Position No. 5. He is being appointed to serve the remainder of the year.

**ROLL CALL**

The following were:

- Present: Mayor Gary Clark, Councilmembers Doug Stewart, Scott Carmack, Janice Gonzales, Brian Williams and Jeff Miles
- Also Present: City Administrator Sharon Bounds, Public Works Director Tim Tilley, Police Chief Dave Simmons, Planning & Community Development Director Ardele Steele and Attorney Gary Lofland

**ADDITIONS/CORRECTIONS TO THE AGENDA**

*Mr. Miles moved, seconded by Mr. Williams that City Council add item 8G "Review 2016 Preliminary Budget" under New Business. Motion carried unanimously.*

**CONSENT AGENDA**

*Mr. Williams moved, seconded by Ms. Gonzales to approve the Consent Agenda items A through E as follows:*

- A. Review minutes of Study Session dated November 2, 2015.
- B. Review minutes of Council Meeting dated November 2, 2015.
- C. Review payroll voucher numbers 32076 to 32089 dated November 13, 2015 in the amount of \$62,967.70.
- D. Review claim voucher numbers 45739 to 45793 dated November 16, 2015 in the amount of \$92,452.00.
- E. Review month-end close-out for October 2015.

*Motion carried unanimously.*

**PUBLIC HEARING**

**2016 Preliminary Budget.** Mayor Clark opened the public hearing at 7:12 p.m. No public comment was given. Mayor Clark closed the public hearing at 7:13 p.m.

**NEW BUSINESS**

**Approve Resolution No. 2015-47 approving 2016 Interlocal Jail Agreement/Yakima County:** *Ms. Gonzales moved, seconded by Mr. Stewart to approve Resolution No. 2015-47 approving the 2016 Interlocal Corrections/Detention Agreement with Yakima County for Jail Services. Motion carried unanimously.*

**Approve Resolution No. 2015-48 approving Master ILA with Yakima County:** *Mr. Stewart moved, seconded by Ms. Gonzales to approve Resolution No. 2015-48 approving a Master Interlocal Agreement for Growth Management between City of Zillah and Yakima County. Motion carried unanimously.*

**Approve Resolution No. 2015-49 adopting Design & Construction Standards:** *Mr. Williams moved, seconded by Mr. Stewart to approve Resolution No. 2015-49 adopting Design & Construction Standards for public works improvements. Motion carried unanimously.*

**Vote on Street Closure Request:** *Mr. Miles moved, seconded by Mr. Williams to approve the request for street closure from Zillah Chamber on December 12, 2015 for Zillah's Old Fashioned Christmas. Motion carried unanimously.*

**Vote on Quit Claim Deed:** *Ms. Gonzales moved, seconded by Mr. Stewart to approve the Quit Claim Deed for Parcel No. 201136-21441 as presented. Motion carried unanimously.*

**Review 2016 Preliminary Budget:** Ms. Bounds provided information related to changes that were made from the last submission. She detailed some of the pending items and explained that the Finance/Budget Committee will meet this week to review some of them. They will make recommendations to council at the next meeting.

#### MAYOR'S REPORT

Mayor Clark invited everyone to the Firefighter Memorial Dedication Service this coming Saturday (11-21-15) at noon. He also explained that a "Go Fund Me" account is being set up for the Veteran's Memorial Project. More information to follow. He extended sympathy for the recent terrorist events in France. He also welcomed Scott Carmack to City Council.

#### COUNCIL/STAFF REPORTS

**Planning:** Ms. Steele invited everyone to Turkey Bingo Friday night at 6:30 p.m.

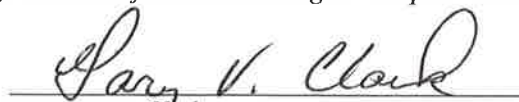
**Public Works:** Mr. Tilley reported that the pump for the Lift Station has been rebuilt and will be used until the major improvements to the Lift Station are made during 2016. He also explained that the maintenance to the vacant lot will be completed tomorrow.

**Administration:** Ms. Bounds reported that the city now owns that sewer treatment plant property. She also reported that the list is out and that the city will be awarded loan funds from DOH for source well improvements.

#### ADJOURNMENT

*Mr. Miles moved, seconded by Ms. Gonzales that City Council adjourn the meeting at 7:36 p.m. Motion carried unanimously.*

  
Sharon Bounds, City Administrator

  
Mayor Gary Clark