

**City of Zillah  
Study Session Minutes  
July 2, 2018**

**CALL TO ORDER**

Mayor Carmack called the meeting to order at 6:00 p.m.

**PLEDGE OF ALLEGIANCE** JB

~~Mayor Carmack led the Pledge of Allegiance.~~

**ROLL CALL**

The following were:

Present: Mayor Carmack, Councilmembers Doug Stewart, Beth Husted, Janice Gonzales (arrived at 6:08 p.m.) and Jeff Miles

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

Absent: City Councilmember Brian Williams and City Attorney James C. Carmody

**CONSENT AGENDA**

- A. Review minutes of Study Session dated June 18, 2018.
- B. Review minutes of Council Meeting dated June 18, 2018.
- C. Review claim voucher number 49828 to 49876 dated July 2, 2018 in the amount of \$61,409.70.
- D. Review payroll voucher numbers 33291 to 33308 dated June 29, 2018 in the amount of \$142,378.60.
- E. Review Month-end Close-out Report dated May 2018.

**NEW BUSINESS**

**Vote on Resolution No. 2018-26 Adopting an ILA between Yakima County Fire District and City of Zillah:** Ms. Bounds provided information about the agreement and highlighted some minor changes that were made to the agreement today that differ from the copy that is in the packets. Chief Stonemetz provided further information and answered questions.

**Vote on Ordinance No. 1467/Mobile Food Vendors:** Ms. Bounds explained that this ordinance was drafted since the last meeting as requested by the Mayor. She provided details about the ordinance and answered questions asked by Ms. Gonzales. The ordinance still prohibits mobile food vendors on the whole with an exception of allowing them in certain circumstances where a business may apply for them to accommodate their employees or for customer appreciation.

**Vote on Ordinance No. 1468 Establishing Local Board of Trustees:** Chief Stonemetz explained that the Local Board of Trustees is being established for the purpose of authorizing paperwork associated with membership, retirements and claims of the Firefighters Relief and Pension Fund. He explained that membership should consist of the Mayor, City Administrator, Fire Chief, one councilmember and one firefighter. Ms. Bounds asked Council if someone was interested in serving on the board. Ms. Gonzales stated she would be willing and Mr. Miles stated he would serve as her back up. Chief Stonemetz said Keith Kulhavy would serve with Stan Buechler as his back up.

**Vote on 2018 List of Committee Assignments:** The List of Committee Assignments is being changed to add the Local Board of Trustees and their members to it as discussed in the last agenda item.

### COMMITTEE/COMMISSION REPORTS

**Finance Meeting:** Mr. Miles reported that the Finance/Budget Committee recently held a meeting to review the May 2018 Financial Report. The finances seem to be tracking normally with some coming in even better than projected. Delinquent irrigation fees were discussed and will a plan will be reviewed to tackle that issue in the near future.

### COUNCIL/STAFF REPORTS

**Planning Department:** Ms. Steele reported on current building and land use activity. Weed letters were sent out and they've had fairly good compliance.

**Fire Department:** Chief Stonemetz reported that the fire department is getting ready for the 4<sup>th</sup> of July.


**ZPD:** Chief Quantrell reported that the fire department is getting ready for the 4<sup>th</sup> of July.


**Public Works:** Mr. Simmons reported on the current projects and explained that there will be a change order coming through for additional work to be done on Melrose Street between 3<sup>rd</sup>/G to F Street. Ms. Bounds stated that the additional amount is around \$16,000. Council was agreeable with the addition.

**Administration:** Ms. Bounds reported that staff is working towards getting the cameras for Teapot Memorial Park. She explained that additional funds will need to be budgeted towards that effort and will bring further information back to another meeting.

### ADJOURNMENT

The meeting was adjourned at 6:57 p.m.

  
Sharon Bounds, City Administrator

  
Dr. Scott Carmack, Mayor

**City of Zillah  
City Council Minutes  
July 2, 2018**

**CALL TO ORDER**

Mayor Carmack called the meeting to order at 7:00 p.m.

**PLEDGE OF ALLEGIANCE**

Mayor Carmack led the Pledge of Allegiance.

**ROLL CALL**

The following were:

Present: Mayor Carmack, Councilmembers Doug Stewart, Beth Husted, Janice Gonzales and Jeff Miles

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

Absent: Councilmember Brian Williams and City Attorney James C. Carmody

**CONSENT AGENDA**

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

- A. Approve minutes of Study Session dated June 18, 2018.
- B. Approve minutes of Council Meeting dated June 18, 2018.
- C. Approve claim voucher number 49828 to 49876 dated July 2, 2018 in the amount of \$61,409.70.
- D. Approve payroll voucher numbers 33291 to 33308 dated June 29, 2018 in the amount of \$142,378.60.
- E. Approve Month-end Close-out Report dated May 2018.

*Motion carried unanimously.*

**NEW BUSINESS**

**Vote on Resolution No. 2018-26 Adopting an ILA between Yakima County Fire District and City of Zillah:** *Ms. Gonzales moved, seconded by Ms. Husted to approve Resolution No. 2018-26 approving an Interlocal Agreement between Yakima County Fire District and City of Zillah. Motion carried unanimously.*

**Vote on Ordinance No. 1467/Mobile Food Vendors:** *Mr. Stewart moved, seconded by Mr. Miles to approve Ordinance No. 1467 repealing Ordinance No 1241 relating to Mobile Vendors. Motion carried, (3 yes, Gonzales, Miles, Stewart- 1 Abstaining, Husted).*

**Vote on Ordinance No. 1468 Establishing Local Board of Trustees:** *Mr. Miles moved, seconded by Ms. Gonzales to approve Ordinance No. 1468 establishing a Local Board of Trustees for administration of the Volunteer Firefighters Relief and Pension Act. Motion carried unanimously.*

**Vote on 2018 List of Committee Assignments:** *Ms. Gonzales moved, seconded by Ms. Husted to approve the revised list of Committee Assignments and Boards & Commissions. Motion carried unanimously.*

#### **VISITOR'S COMMENTS**

AJ Cooper was present and stated she is running for a State Representative position.

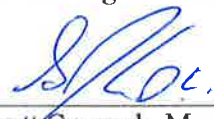
#### **MAYOR'S REPORT**

Mayor Carmack reported that the city is providing a place to set off fireworks this year at the east end of Cemetery Park. There is also a fireworks stand run by the American Legion at the Leprechaun Food Store. Mr. Miles stated that fireworks are allowed on 7/3 from noon to 10:30 p.m. and 7/4 from noon to midnight. Safe and Sane fireworks are allowed and penalties may be assessed to those who violate that.

#### **ADJOURNMENT**

*Mr. Stewart moved, seconded by Mr. Miles to adjourn the meeting at 7:07 p.m. Motion carried unanimously.*

  
Sharon Bounds, City Administrator

  
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Dr. Scott Carmack, Mayor