

**City of Zillah
Study Minutes
Telephonic Meeting
April 20, 2020**

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 Jeff Miles
- Also Present: City Administrator Sharon Bounds, Public Works Director John Simmons and Community Development Director Ardele Steele
- Absent: Police Chief Tim Quantrell, Fire Chief Paul Stonemetz and City Attorney James Carmody

CONSENT AGENDA

Ms. Bounds explained that the minutes for the Council meeting dated April 6, 2020 should be changed to reflect that Jeff Miles was present. A motion will need to be made during the vote to make that change.

- A. Review minutes of Study Session Meeting dated April 6, 2020.
- B. Review minutes of Council Meeting dated April 6, 2020.
- C. Review claim voucher numbers 52671 to 52734 dated April 20, 2020 in the amount of \$199,794.76.
- D. Review payroll voucher numbers 33942 to 33950 dated April 15, 2020 in the amount of \$79,081.61
- E. Review Monthly Close-Out Report dated March 31, 2020.

NEW BUSINESS

Review Ordinance No 1504 Establishing a Debt Service Fund (212): Ms. Bounds explained that the new debt service fund is for repayment of the SIED loan YC-VVP-19.

Review Ordinance No 1505 / 2020 Budget Amendments: Ms. Bounds provided information about the budget amendment and explained that a great deal of the additions are for the 2020 projects.

MAYOR'S REPORT

Mayor Carmack reported that he met with Ms. Bounds and the department heads last week in an effort to discuss and come up with criteria for handling the COVID-19 should an exposure occur.

COUNCIL/STAFF REPORTS

Building/Planning: Ms. Steele reported on the current building projects.

Public Works Department: Mr. Simmons reported that the Teapot Project and the Vintage Valley Projects are currently on schedule.

Administration: Ms. Bounds reported that she is working on the fireworks ordinance and hopes to have a draft for review at the next council meeting.

Ms. Gonzales asked Ms. Bounds about the delinquent utility bills. Ms. Bounds reported that when the process was complete last month, there were five (5) remaining on the list of unpaid bills. It went well and the hope is that April will prove to be as good. The regular reminder notices were sent out minus the disconnect and penalty language so that helped as well.

AJOURNMENT

The meeting was adjourned at 6:18 p.m.



Sharon Bounds, City Administrator



Dr. Scott Carmack, Mayor

**City of Zillah
City Council Minutes
Telephonic Meeting
April 20, 2020**

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 6:30 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 Jeff Miles

Also Present: City Administrator Sharon Bounds, Public Works Director John Simmons and Community Development Director Ardele Steele

Absent: Police Chief Tim Quantrell, Fire Chief Paul Stonemetz and City Attorney James Carmody

ADDITIONS CORRECTIONS TO THE AGENDA

Mr. Miles moved, seconded by Mr. Williams that the City Council minutes dated April 6, 2020 that are on the Consent Agenda be changed to include Jeff Miles as present. Motion carried unanimously.

CONSENT AGENDA

Mr. Williams moved, seconded by Ms. Gonzales to approve the Consent Agenda, items A through E as follows with the change to the Council minutes as mentioned above:

- A. Approve minutes of Study Session Meeting dated April 6, 2020.
- B. Approve minutes of Council Meeting dated April 6, 2020.
- C. Approve claim voucher numbers 52671 to 52734 dated April 20, 2020 in the amount of \$199,794.76.
- D. Approve payroll voucher numbers 33942 to 33950 dated April 15, 2020 in the amount of \$79,081.61
- E. Approve Monthly Close-Out Report dated March 31, 2020.

Motion carried unanimously.

NEW BUSINESS

Vote on Ordinance No 1504 Establishing a Debt Service Fund (212): *Ms. Gonzales moved, seconded by Ms. Husted to approve Ordinance No. 1504 Establishing a Debt Service Fund for repayment of SIED loan YC-VVP-19. Motion carried unanimously.*

Vote on Ordinance No 1505 / 2020 Budget Amendments: *Ms. Husted moved, seconded by Mr. Stewart to approve Ordinance No. 1505 Approving 2020 Budget Amendments. Motion carried unanimously.*

AJOURNMENT

Mayor Carmack adjourned the meeting at 6:37 p.m. Motion carried unanimously.



Sharon Bounds, City Administrator



Dr. Scott Carmack, Mayor