

City of Zillah
Study Minutes
Telephonic Meeting
April 6, 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, Police Chief Tim Quantrell, Community Development Director Ardele Steele and Fire Chief Paul Stonemetz

Absent: City Attorney James Carmody

CONSENT AGENDA

- A. Review minutes of Study Session Meeting dated March 16, 2020.
- B. Review minutes of Council Meeting dated March 16, 2020.
- C. Review claim voucher number 52599 dated April 3, 2020 in the amount of \$4,545.55.
- D. Review claim voucher numbers 52600 to 52670 dated April 6, 2020 in the amount of \$868,089.32.
- E. Review payroll voucher numbers 33929 to 33941 dated March 31, 2020 in the amount of \$119,030.92.
- F. Review Voided Check No. 52534.

NEW BUSINESS

Review Resolution No. 2020-11/Mayor's Declaration: Ms. Bounds and Mayor Carmack provided information about the Declaration. It includes language closing city parks and facilities, waives fees and utility disconnect, orders telephonic meetings during April, adds language furthering the stay at home mandate from Proclamation 20-25 and 20-25.1 and authorizes the Mayor to request state and federal assistance and take whatever measures are necessary to respond to the threat of COVID-19.

Review Resolution No. 2020-12/Change Order No. 1 – Vintage Valley Parkway Project: Ben Annen of HLA provided information about the Change Order No. 1 for the Vintage Valley Parkway Project.

Review Resolution No. 2020-13/Change Order No. 1 – Teapot Dome Park & Ride Project: Ben Annen of HLA provided information about the Change Order No. 1 for the Teapot Dome Park & Ride Project.

Review Resolution No. 2020-14 Approving LEA with Yakima County : Chief Quantrell explained that City of Toppenish recently sent a renewal proposal for dispatch services but the price was too high for the city to consider. He then contacted both Sunnyside and Yakima County to see what they might offer. He recommended the city contract with Yakima County. Their costs are even less than Toppenish current price.

Review Resolution No. 2020-15 Approving Third Amendment to Project Contribution Agreement: Ms. Bounds explained that now that most of the costs are in place on the Vintage Valley project it is more clear what is needed in the form of cash, from the developer. That information is provided in the Amendment to the Contribution Agreement.

Review Ordinance No 1503 Granting an Electric utility franchise and general utility easement to Pacificorp: Ms. Bounds and Ms. Steele have been working with the attorney on revisions to the utility franchise ordinance with Pacificorp. The current ordinance expires in May. Pacificorp was agreeable with the changes sent mostly including that Pacificorp needs to provide information and go through permitting when doing work in the city right of ways.

MAYOR'S REPORT

Mayor Carmack thanked everyone for their cooperation during this current COVID-19 event. He appreciates how everyone is coming together.

COUNCIL/STAFF REPORTS

Administration: Ms. Bounds also extended appreciation for the cooperation of everyone during this time. Things are going as good as possible and operations are running similar and smoothly.

Police Department: Chief Quantrell reported that things were fairly quiet. They are dealing with dog licensing right now.

Fire Department: Chief Stonemetz explained the new protocol that they are following during the COVID-19 epidemic and stated that they have had several calls recently.

Public Works Department: Mr. Simmons explained that they have had two sewer back-ups in the last two days due to people putting wipes, paper towels and napkins down the toilets. He is working with Ms. Bounds in getting information out about that.

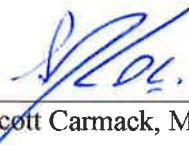
Building/Planning: Ms. Steele reported on the most recent building and planning activity.

AJOURNMENT

The meeting was adjourned at 6:33 p.m.



Sharon Bounds, City Administrator



Dr. Scott Carmack, Mayor

**City of Zillah
City Council Minutes
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CALL TO ORDER

Mayor Scott Carmack called the meeting to order at 6:34 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 Brian Williams and Jeff Miles

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

Absent: City Attorney James Carmody

CONSENT AGENDA

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

- A. Review minutes of Study Session Meeting dated March 16, 2020.
- B. Review minutes of Council Meeting dated March 16, 2020.
- C. Review claim voucher number 52599 dated April 3, 2020 in the amount of \$4,545.55.
- D. Review claim voucher numbers 52600 to 52670 dated April 6, 2020 in the amount of \$868,089.32.
- E. Review payroll voucher numbers 33929 to 33941 dated March 31, 2020 in the amount of \$119,030.92.
- F. Review Voided Check No. 52534.

Motion carried unanimously.

NEW BUSINESS

Vote on Resolution No. 2020-11/Mayor's Declaration: *Mr. Williams moved, seconded by Ms. Gonzales to approve Resolution No. 2020-11 implementing measures and actions in furtherance of Mayor's declaration of Emergency dated March 13, 2020. Motion carried unanimously.*

Vote on Resolution No. 2020-12/Change Order No. 1 – Vintage Valley Extension Project: *Ms. Gonzales moved, seconded by Ms. Husted to approve Resolution No. 2020-12 Approving Change Order No. 1 for the Vintage Valley Parkway Extension Project. Motion carried unanimously.*

Vote on Resolution No. 2020-13/Change Order No. 1 – Teapot Dome Park & Ride Project: *Ms. Husted moved, seconded by Mr. Stewart to approve Resolution No. 2020-13 Approving Change Order No. 1 for the Teapot Dome Park & Ride Project. Motion carried unanimously.*

Vote on Resolution No. 2020-14 Approving LEA with Yakima County : *Mr. Stewart moved, seconded by Mr. Miles to approve Resolution No. 2020-14 Approving the Law Enforcement Assistance Agreement for Communications 2020. Motion carried unanimously.*

Vote on Resolution No. 2020-15 Approving Third Amendment to Project Contribution Agreement: *Mr. Miles moved, seconded by Mr. Williams to approve Resolution No. 2020-15 Approving Third Amendment to Project Contribution Agreement between City of Zillah, Zillah Lakes and Guarantor. Motion carried unanimously.*

Vote on Ordinance No 1503 Granting an Electric utility franchise and general utility easement to Pacifcorp: *Mr. Williams moved, seconded by Ms. Gonzales to approve Ordinance No. 1503 granting an Electric Utility Franchise and General Utility Easement to Pacifcorp. Motion carried unanimously.*


MAYOR'S REPORT

Mayor Carmack told everyone to be safe and encouraged them to wash their hands.

AJOURNMENT

Mr. Williams moved, seconded by Ms. Gonzales to adjourn the meeting at 6:38 p.m. Motion carried unanimously.


Sharon Bounds, City Administrator


Dr. Scott Carmack, Mayor