

**City of Zillah
Study Session Minutes
June 5, 2017**

CALL TO ORDER

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

ROLL CALL

The following were:

Present: Mayor Gary Clark, Councilmembers Doug Stewart, Dr. Scott Carmack, Janice Gonzales and Jeff Miles

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

Absent: Councilmember Brian Williams

ADDITIONS/CORRECTIONS TO THE AGENDA

Councilmember Jeff Miles asked to add item 4I "Review 2016 Annual Report" to the agenda. The information was included in the packet but failed to get put on the agenda.

CONSENT AGENDA

- A. Review minutes of Study Session dated May 15, 2017.
- B. Review minutes of Council Meeting dated May 15, 2017.
- C. Review WA ST Liquor License for Chevron West and Devin Shell
- D. Review voided check #48072 dated March 15, 2017 in the amount of \$6,341.90.
- E. Review claim voucher numbers 48108 dated May 16, 2017 in the amount of \$2,259.00.
- F. Review claim voucher numbers 48109 dated May 22, 2017 in the amount of \$3,572.01.
- G. Review claim voucher numbers 48049 to 48107 dated June 5, 2017 in the amount of \$66,571.98.
- H. Review payroll voucher numbers 32840 to 32860 dated May 31, 2017 in the amount of \$105,106.90.
- I. Review 2016 Annual Report

NEW BUSINESS

Discuss YVCOG Draft Governance Agreement: Larry Matsen, Executive Director of YVCOG provided information about the draft agreement. He explained that the original agreement was destroyed by fire and his office is in the process of drafting a new one to eventually be approved by the members.

Review Ordinance No. 1440 Authorizing Acquisition of Vehicles: Ms. Bounds explained that the Ordinance authorizes the acquisition of three fully equipped vehicles with a loan from the State LOCAL loan program.

Review Ordinance No. 1441/Amendment to Ordinance No. 1430: Ms. Bounds explained that there was a clerical error on Ordinance No. 1430 and this ordinance makes a necessary correction to it.

Review Resolution No. 2017-26 Approving Fuel Tax Agreement: Ms. Bounds explained that the city was awarded funds from TIB for emergency repairs. This fuel tax agreement is the necessary paperwork from them to obligate the funds.

Discuss Traffic Issues-Debbie Sanchez: Ms. Sanchez approached city council and shared several concerns she has with issues related to the Zillah Lakes Development. She is a resident of the development. Her complaints included parking, security for the events center, adequate storm drainage and spraying. She would like them to do another traffic study. She started discussing issues related to a short plat that is currently being processed but City Attorney Jamie Carmody explained that there is a current appeal period for that proposal that is not yet past so discussion about that would not be appropriate. It was explained that staff has pursued most of the complaints brought up tonight but that after searching for the facts, has had no reason to pursue enforcement.

MAYOR'S REPORT

Mayor Clark mentioned that the Warehouse Restaurant held a very nice music event over the weekend that was well attended.

COUNCIL/STAFF REPORTS

Fire Department: Chief Stonemetz stated that the fire department has recently been conducting flow testing throughout the city.

ADJOURNMENT

Mayor Clark adjourned the meeting at 7:02 p.m.


Sharon Bounds, City Administrator


Mayor Gary Clark

**City of Zillah
City Council Minutes
June 5, 2017**

CALL TO ORDER

Mayor Clark called the meeting to order at 7:03 p.m.

PLEDGE OF ALLEGIANCE

Mayor Clark led the Pledge of Allegiance.

ADDITIONS/CORRECTIONS TO THE AGENDA

Mr. Miles moved, seconded by Mr. Stewart to add item 5I to the Consent Agenda, "Approve 2016 Annual Report" to the agenda. The information was included in the packet but failed to get put on the agenda. Motion carried unanimously.

ROLL CALL

The following were:

Present: Mayor Gary Clark, Councilmembers Doug Stewart, Dr. Scott Carmack, Janice Gonzales and Jeff Miles

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

Absent: Councilmember Brian Williams

CONSENT AGENDA

Ms. Gonzales moved, seconded by Dr. Carmack to approve the Consent Agenda, items A through H as follows:

- A. Approve minutes of Study Session dated May 15, 2017.
- B. Approve minutes of Council Meeting dated May 15, 2017.
- C. Approve WA ST Liquor License for Chevron West and Devin Shell
- D. Approve voided check #48072 dated March 15, 2017 in the amount of \$6,341.90.
- E. Approve claim voucher numbers 48108 dated May 16, 2017 in the amount of \$2,259.00.
- F. Approve claim voucher numbers 48109 dated May 22, 2017 in the amount of \$3,572.01.
- G. Approve claim voucher numbers 48049 to 48107 dated June 5, 2017 in the amount of \$66,571.98.
- H. Approve payroll voucher numbers 32840 to 32860 dated May 31, 2017 in the amount of \$105,106.90.

Motion carried unanimously.

NEW BUSINESS

Vote on Ordinance No. 1441/Amendment to Ordinance No. 1430: Ms. Gonzales moved, seconded by Dr. Carmack to approve Ordinance No. 1441 amending Ordinance No. 1430. Motion carried unanimously.

Vote on Ordinance No. 1440 Authorizing Acquisition of Vehicles: Mr. Stewart moved, seconded by Mr. Miles to approve Ordinance No. 1440 authorizing the acquisition of personal property and execution of a financing contract with the Office of State Treasurer. Motion carried unanimously.

Vote on Resolution No. 2017-26 Approving Fuel Tax Agreement: Dr. Carmack moved, seconded by Mr. Stewart to approve Resolution No. 2017-26 approving a Fuel Tax Agreement for Project No. 2-E-947(002)-1. Motion carried unanimously.

COUNCIL/STAFF REPORTS

Planning Department: Ms. Steele reported that the building activity is picking up. Planning Commission will hold its' final public hearing on the comp plan at their next meeting. A public hearing for the six year TIP will be held at the next council meeting and the public works committee needs to convene to discuss the plan.


Public Works Department: Mr. Simmons reported that the First Avenue Project will be starting up this week.

Administration: Ms. Bounds reported that she is working on the risk management plan for the 4th of July activities. There will be no fireworks or fireworks sales this year but the city will allow people to go into the cemetery parks to set off their fireworks.

ADJOURNMENT

Dr. Carmack moved, seconded by Ms. Gonzales to adjourn the meeting at 7:08 p.m. Motion carried unanimously.


Sharon Bounds, City Administrator


Mayor Gary Clark