

**City of Zillah
Study Session Minutes
May 7, 2018**

CALL TO ORDER

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

ROLL CALL

The following were:

Present: Mayor Carmack, Councilmembers Doug Stewart, Beth Husted, Janice Gonzales (arrived at 6:05 p.m.), Brian Williams and Jeff Miles

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

Absent: City Attorney James C. Carmody and Police Chief Tim Quantrell

CONSENT AGENDA

- A. Review minutes of Study Session dated April 16, 2018.
- B. Review minutes of Council Meeting dated April 16, 2018.
- C. Review claim voucher number 49543 to 49634 dated May 7, 2018 in the amount of \$68,229.84
- D. Review payroll voucher numbers 33233 to 33249 dated April 30, 2018 in the amount of \$105,890.54.
- E. Review Voided check 49494

NEW BUSINESS

Review Proclamation/May as Older Americans Month: Ms. Bounds explained that Corrie Blythe from Aging & Long Term Care (ALTC) will be present at the Council meeting to provide information about the proclamation.

Review Proclamation/May as Building Safety Month: Ms. Bounds explained that information about the proclamation will be provided at the Council meeting.

Review Resolution No. 2018-18/First Avenue Project as Complete: Ms. Bounds explained that the First Avenue Project has now been completed and the attached resolution officially closes out the project so the necessary paperwork can be sent to the state.

Review Ordinance no. 1464 Adopting FOG Control Plan: Ms. Steele provided information about the Fats, Oils and Grease (FOG) Plan. The ordinance regulates the disposal of grease into the city sewer system so that it doesn't end up with clogged up lines that ruin our system.

VISITOR'S COMMENTS

Eagle Scout: Wayne Davis introduced his grandson as a current eagle scout and mentioned that he would like to talk to the Mayor about a project he would like to do for the city.

COUNCIL/STAFF REPORTS

Community Days Committee: Mayor Carmack reported that the Community Days Committee met last week and things are coming together for the event. He provided information about all of the events going on.

Clean up Day: Mayor Carmack reported that clean-up day was poorly attended this year. It will need to be re-evaluated next year.

Random Acts: Mayor Carmack reported that Ms. Bounds has had staff working on Acts of Kindness with fellow employees the past few weeks and passed around pictures outlining some of the things that took place. The next two week focus will be towards folks in the community.

YVCOG Summit: Ms. Gonzales reported briefly that the YVCOG Summit held at Suncadia was good. She said some of their focus was on green building and capital projects. IT was a good training and she will bring her notes and will report further at the next meeting.

Planning/Building Department: Ms. Steele provided information on the current planning and building activity.

Fire Department: Chief Stonemetz reported that the Antique Fire Truck is now ready for the parade. E.D.I.T.H. will be at the Zillah Elementary School on Wednesday. He also reported that he now has a hose monster and will be testing hydrants in mid-May.


Public Works: Mr. Simmons provided information about the recent activities going on in his department and that there will be a bid opening on Thursday for the 3rd/G Street Project. The city is hoping for low bids.

Administration: Ms. Bounds thanked everyone for the hard work they are doing to put Community Days together. She handed out judging guidelines for the Mayor and Council and put out a plea for more volunteers to help with judging.

Thank you: Wayne Davis asked to speak. He reminisced back to a time when he was involved in the community and thanked everyone for all that they are doing to keep things running smoothly.

ADJOURNMENT

Mayor Carmack adjourned the meeting at 6:35 p.m.



Sharon Bounds, City Administrator



Dr. Scott Carmack, Mayor

**City of Zillah
City Council Minutes
May 7, 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, Brian Williams and Jeff Miles

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

Absent: City Attorney James C. Carmody and Police Chief Tim Quantrell

CONSENT AGENDA

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

- A. Review minutes of Study Session dated April 16, 2018.
- B. Review minutes of Council Meeting dated April 16, 2018.
- C. Review claim voucher number 49543 to 49634 dated May 7, 2018 in the amount of \$68,229.84
- D. Review payroll voucher numbers 33233 to 33249 dated April 30, 2018 in the amount of \$105,890.54.
- E. Review Voided check 49494

Motion carried unanimously.

NEW BUSINESS

Vote on Proclamation/May as Older Americans Month: Corrie Blythe from Aging & Long Term Care (ALTC) introduced herself and provided information about the proclamation declaring May as Older Americans Month. Ms. Husted read the proclamation. *Mr. Williams moved, seconded by Ms. Gonzales to approve the Proclamation designating May as Older Americans Month for the City of Zillah. Motion carried unanimously.*

Vote on Proclamation/May as Building Safety Month: Ms. Steele provided information about the proclamation declaring May as Building Safety Month. Mayor Carmack read the proclamation. *Ms. Gonzales moved, seconded by Ms. Husted to approve the Proclamation designating May as Building Safety Month for the City of Zillah. Motion carried unanimously.*

Vote on Resolution No. 2018-18/First Avenue Project as Complete: Ms. Husted moved, seconded by Mr. Stewart to approve Resolution No. 2018-18 accepting the First Avenue Improvements Project as complete. Motion carried unanimously.

Vote on Ordinance no. 1464 Adopting FOG Control Plan: Mr. Stewart moved, seconded by Mr. Miles to approve Ordinance No. 1464 adopting a Fats, Oil and Grease Control Plan. Motion carried unanimously.

MAYOR'S REPORT

Community Days: Mayor Carmack invited folks to Community Days and provided information about the activities and events.

ADJOURNMENT

Mr. Williams moved, seconded by Ms. Gonzales to adjourn the meeting at 7:13 p.m. Motion carried unanimously.



Sharon Bounds, City Administrator



Dr. Scott Carmack, Mayor