

**City of Zillah**  
**Study Session Minutes**  
**Telephonic Meeting**  
**May 2, 2022**

*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, Brian Williams and Wes Argo

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

Absent: Councilmember Janice Gonzales (excused) and City Attorney James Carmody

**CONSENT AGENDA**

- A. Review minutes of Study Session Meeting dated April 18, 2022.
- B. Review minutes of Council Meeting dated April 18, 2022.
- C. Review claim voucher number 55541 dated April 20, 2022, in the amount of \$1,781.18.
- D. Review claim voucher numbers 55542 to 55597 dated May 2, 2022, in the amount of \$31,197.47.
- E. Review payroll voucher numbers 34479 to 34488 dated April 29, 2022, in the amount of \$123,130.99.

**NEW BUSINESS**

**Review Resolution No. 2022-19 Awarding a Construction Contract:** Ms. Bounds explained that the city went out to bid for the combined Chenaur Area Resurfacing and the Downtown Sidewalk Projects and the low bid came from Double J Excavating Inc. from Pasco and was slightly under the engineer estimate.

**Review Resolution No. 2022-20 Approving a Consultant Agreement for Downtown Sidewalk Project:** Ms. Bounds explained that this is the consultant agreement for construction engineering for the Downtown Sidewalk Project.

**Review Resolution No. 2022-21 Approving a Consultant Agreement for Chenaur Area Resurfacing Project:** Ms. Bounds explained that this is the consultant agreement for construction engineering for the Chenaur Area Resurfacing Project.

**Review Ordinance No. 1542 Approving Text Amendments to the Zoning Code:** Ms. Steele explained the text amendments that are being proposed and reported that a public hearing will be held during the council meeting to gather public comment.

**Review Resolution No. 2022-22 Declaring Real Property as Surplus:** Mayor Carmack explained that this is for the Bailey property that council authorized him to negotiate. He negotiated the necessary price. Ms. Bounds explained that the first step in the process is to surplus the property. She is currently working on the Purchase and Sales Agreement with the attorney and may bring it back to the next meeting for approval.

#### COMMITTEE/COMMISSION REPORTS

Ms. Steele provided information about the last Planning Commission meeting.

#### MAYOR'S REPORT

Mayor Carmack explained that Community Days is coming up so a meeting was held last week to touch bases with everyone. He stated that the beer garden may be moved to the other end of the park due to the civic center being rented on that day. He also invited individuals to participate in the dunk tank.

#### COUNCIL/STAFF REPORTS

**Fire Department:** Chief Stonemetz reported that his department had 35 calls last month. They are currently working on the antique fire truck for the parade.

**Public Works Department:** Mr. Simmons reported that the flag in Vintage Valley is up. The road will be opened after the checklist has been completed.

**Building/Planning:** Ms. Steele reported that the bridge application has been submitted and other applications are in process.

**Administration:** Ms. Bounds reported that she submitted her resignation and will be retiring at the end of May. She stated that she has enjoyed her long tenure with the city and is grateful for the opportunity she was given to serve.

#### ADJOURNMENT

*The meeting was adjourned at 6:22 p.m.*

  
Sharon Bounds, City Administrator

  
Dr. Scott Carmack, Mayor

**City of Zillah  
City Council Minutes  
Telephonic Meeting  
May 2, 2022**

*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, Brian Williams and Wes Argo

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

Absent: Councilmember Janice Gonzales (excused) and City Attorney James Carmody

**CONSENT AGENDA**

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

- A. Approve minutes of Study Session Meeting dated April 18, 2022.
- B. Approve minutes of Council Meeting dated April 18, 2022.
- C. Approve claim voucher number 55541 dated April 20, 2022, in the amount of \$1,781.18.
- D. Approve claim voucher numbers 55542 to 55597 dated May 2, 2022, in the amount of \$31,197.47.
- E. Approve payroll voucher numbers 34479 to 34488 dated April 29, 2022, in the amount of \$123,130.99.

*Motion carried unanimously.*

**PUBLIC HEARING**

**Zoning Code Text Amendments:** Mayor Carmack opened the Public Hearing at 6:31 p.m. No public comment was given. Mayor Carmack closed the Public Hearing at 6:31 p.m.

## NEW BUSINESS

**Vote on Resolution No. 2022-19 Awarding a Construction Contract:** *Mr. Williams moved, seconded by Ms. Husted to approve Resolution No. 2022-19 awarding a construction contract for the Chenaur Area Resurfacing and Downtown Sidewalk Improvements Projects to Double J Excavating, Inc. Motion carried unanimously.*

**Vote on Resolution No. 2022-20 Approving a Consultant Agreement for Downtown Sidewalk Project:** *Ms. Husted moved, seconded by Mr. Stewart to approve Resolution No. 2022-20 approving a Consultant Agreement with HLA for the Downtown Sidewalk Project. Motion carried unanimously.*

**Vote on Resolution No. 2022-21 Approving a Consultant Agreement for Chenaur Area Resurfacing Project:** *Mr. Stewart moved, seconded by Mr. Argo to approve Resolution No. 2022-21 approving a Consultant Agreement with HLA for the Chenaur Area Resurfacing Project. Motion carried unanimously.*

**Vote on Ordinance No. 1542 Approving Text Amendments to the Zoning Code:** *Mr. Argo moved, seconded by Mr. Williams to approve Ordinance No. 1542 Amending Ordinance No. 1387 relating to zoning code text amendments. Motion carried unanimously.*

**Vote on Resolution No. 2022-22 Declaring Real Property as Surplus:** *Mr. Williams moved, seconded by Ms. Husted to approve Resolution No. 2022-22 declaring Real Property as Surplus and authorizing the sale of it. Motion carried unanimously.*

## MAYOR'S REPORT

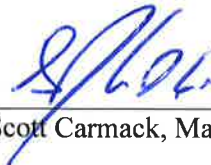
Mayor Carmack invited everyone to Zillah Community Days on May 14<sup>th</sup>.

## ADJOURNMENT

*The meeting was adjourned at 6:35 p.m.*



Sharon Bounds, City Administrator



Dr. Scott Carmack, Mayor