

**City of Zillah
Study Session Minutes
October 2, 2017**

CALL TO ORDER

Mayor Gary 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, Brian Williams and Jeff Miles

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

Absent: City Attorney Jamie Carmody

ADDITIONS/CORRECTIONS TO THE AGENDA

Mr. Miles asked that item 5G be added under New Business, "Review Resolution No. 2017-42 awarding construction Contract for Vet Memorial Walkway Project."

CONSENT AGENDA

- A. Review minutes of Study Session dated September 18, 2017.
- B. Review minutes of Council Meeting dated September 18, 2017.
- C. Review WA ST Liquor License for El Porton.
- D. Review claim voucher numbers 48572 to 48633 dated October 2, 2017 in the amount of \$235,797.08.
- E. Review payroll voucher numbers 32981 to 32997 dated September 29, 2017 in the amount of \$97,526.43.
- F. Review Voided Checks 48498, 48485 and 48571.

NEW BUSINESS

Motel Tax Applicants: The following applicants made presentations to council for use of the motel tax funds: Zillah Associated Clubs/Shellie Quantrell, Zillah Chamber of Commerce/Pat Wise, Yakima Valley Business Times/Bruce Smith and Yakima Valley Tourism/Stephanie Gangle.

Review 2018 YVCOG Budget: The 2018 YVCOG was reviewed and discussed.

Review Proclamation/Fire Prevention Week: October 8-14 is fire prevention week. The Proclamation will be read during the city council meeting.

Review Resolution No. 2017-40 Approving Correction/Detention Agreement with Yakima County: Chief Quantrell provided information relating to the agreement. There is a 4% increase to the fees and language relating to the probation services has been removed.

Review Resolution No. 2017-41/Ballot Drop Box Agreement: This agreement is with Yakima County Elections office so the city can participate by having a ballot drop box at city hall.

Review 2018 Preliminary Budget: Ms. Bounds explained that this is the first peek at the 2018 budget and provided information related to it. She will call for budget/finance meetings with the committee and with staff in the next two weeks to further discuss items within the budget.

Review Resolution No. 2017-42/Awarding Construction Contract: Ms. Bounds explained that Mr. Simmons submitted information on MRSC Rosters for the Vet Memorial Walkway project and did not get any response. He called a few local contractors inviting them to join the site and Moritzky Construction LLC did so and submitted a proposal. The amount falls well under the original estimate so that's a positive thing. The agreement with them is being submitted for approval.

COUNCIL/STAFF REPORTS

Planning: Ms. Steele reported that GTO Car Wash has just submitted for a building permit in the Zillah West Area, ZHS Remodel project is underway, property next to Davita sold to an optometrist, and discussed the dust abatement and other issues related to the Welcher property.

Fire Department: Chief Stonemetz reported that October is fire prevention month and they are scheduled to do fire presentations for the Chamber and others in the city.

Police Department: Chief Quantrell reported that the new vehicles have arrived and they are in the process of equipping them fully.


Public Works: Mr. Simmons reported that they have a meeting with DOE on Wednesday to recap the oil spill issue. He also reported that Tyson Driesen has now been promoted to Leadman.

Administration: Ms. Bounds reported that she will be calling for meetings for staff and the budget/finance committee to discuss 2018 budget issues. She also reminded the negotiating committee of the union negotiation meeting on Wednesday.

ADJOURNMENT

Mayor Clark adjourned the meeting at 6:50 p.m.


Sharon Bounds, City Administrator


Gary Clark, Mayor

**City of Zillah
City Council Minutes
October 2, 2017**

CALL TO ORDER

Mayor Gary Clark called the meeting to order at 7:00 p.m.

PLEDGE OF ALLEGIANCE

Mayor Clark led the Pledge of Allegiance. Mayor Clark also called for a moment of silence for those involved in the Las Vegas shootings yesterday.

ROLL CALL

The following were:

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

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

Absent: City Attorney Jamie Carmody

ADDITIONS/CORRECTIONS TO THE AGENDA

Mr. Miles moved, seconded by Mr. Williams to add item 8E under New Business "Vote on Resolution No. 22017-42 Awarding Construction Contract." Motion carried unanimously.

CONSENT AGENDA

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

- A. Approve minutes of Study Session dated September 18, 2017.
- B. Approve minutes of Council Meeting dated September 18, 2017.
- C. Approve WA ST Liquor License for El Porton.
- D. Approve claim voucher numbers 48572 to 48633 dated October 2, 2017 in the amount of \$235,797.08.
- E. Approve payroll voucher numbers 32981 to 32997 dated September 29, 2017 in the amount of \$97,526.43.
- F. Approve Voided Checks 48498, 48485 and 48571.

Motion carried unanimously.

NEW BUSINESS

Vote on 2018 YVCOG Budget: Ms. Gonzales moved, seconded by Dr. Carmack to approve the 2018 YVCOG Budget as presented. Motion carried unanimously.

Vote to Ratify Proclamation/Fire Prevention Week: Chief Stonemetz read the Proclamation. Dr. Carmack moved, seconded by Mr. Stewart to ratify the Proclamation declaring October 8-14, 2017 as Fire Prevention Week. Motion carried unanimously.

Vote on Resolution No. 2017-40 Approving Correction/Detention Agreement with Yakima County: Mr. Stewart moved, seconded by Mr. Miles to approve the 2018 Interlocal Corrections/Detention Agreement with Yakima County for jail services. Motion carried unanimously.

Vote on Resolution No. 2017-41/Ballot Drop Box Agreement: Mr. Williams moved, seconded by Ms. Gonzales to approve Resolution No. 2017-41 approving a Ballot Drop Box Property and Premises Use Agreement with Yakima County. Motion carried unanimously.

Vote on Resolution No. 2017-42 Awarding Construction Contract: Mr. Miles moved, seconded by Mr. Williams to approve Resolution No. 2017-42 approving a Construction Contract with Moritzky Construction LLC for the Veterans Memorial Walkway Project. Motion carried unanimously.

COUNCIL/STAFF REPORTS

Fire Department: Chief Stonemetz reminded everyone that October is Fire Prevention and Safety Month.

MAYOR'S REPORT

Mayor Clark stated that our hearts and prayers go out to those who went through the shooting in Las Vegas yesterday.

ADJOURNMENT

Ms. Gonzales moved, seconded by Mr. Williams to adjourn the meeting at 7:10 p.m. Motion carried unanimously.


Sharon Bounds, City Administrator


Gary Clark, Mayor