

**City of Zillah
Study Session Minutes
December 19, 2016**

CALL TO ORDER

The meeting was called to order by Mayor Gary Clark at 6:04 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, Acting Police Chief Tim Quantrell, Public Works Director John Simmons, Fire Chief Paul Stonemetz and City Attorney Jamie Carmody

Absent: Councilmember Brian Williams

CONSENT AGENDA

- A. Review minutes of Study Session dated December 5, 2016.
- B. Review minutes of Council Meeting dated December 5, 2016.
- C. Review WA ST Liquor Licenses for Juanitos Foods #2 and La Canasta Meat Market.
- D. Review claim voucher number 47465 to 47518 dated December 19, 2016 in the amount of \$131,001.67
- E. Review payroll voucher numbers 32655 to 32666 dated November 30, 2016 in the amount of \$62,578.76.

NEW BUSINESS

Review Ordinance No. 1427/2016 Budget Amendment: Ms. Bounds provided information about the budget amendments.

Review Resolution No. 2016-50 Establishing Firepoints: Chief Stonemetz provided information related to the items he was changing to the firepoints system. Some of it includes adding firepoints for Active Shooter, Bomb Scare and Hazmat responses.

Review Resolution No. 2016-51 Amending Agreement with PWB: Ms. Bounds provided information about the minor changes made to the current Agreement with PWB.

Hoptown Pizza/Lori Roy: Lori and Carrie from Hoptown Pizza shared information about their Pizza business they are opening in the old Donald Mercantile building and invited everyone to eat at their place.

MAYOR'S REPORT

Mayor Clark commended city staff for handling the ammonia leak very well last week.

COUNCIL/STAFF REPORTS

Planning Department: Ms. Steele provided information about recent building activity. She told that the Civic Center sign is now up and also that the Park and Ride Application was recently denied.

Fire Department: Chief Stonemetz stated that his department had 14 calls this past week so encouraged everyone to drive safe. He also stated that the incident with the ammonia leak went ok and everyone involved will be meeting soon to go over the incident.

Police Department: Chief Quantrell reported that there has been an increase in accidents in the last week. He was out to training last week so he missed the incident with the ammonia leak but Sergeant Delozier did a good job.

Public Works: Mr. Simmons expressed appreciation to Toppenish public works for helping their crew out during the incident with barricades. He's also been busy with snow plowing this last week. A brief discussion was held about sidewalks and snow. Ms. Bounds explained that city code states that property owners adjacent to sidewalks are responsible for snow removal on their sidewalks. It's a hard thing to enforce but it's an issue that needs to be discussed further in the future.


Administration: Ms. Bounds shared that the city toy drive is over and city staff will be delivering toys to the children Tuesday evening. She invited everyone to attend. She also mentioned that the Zillah Chamber Country Christmas went over well. Santa arrived at 1:00 p.m. and there were around 70 children who participated. A pet contest was held at 3:00 with about 15 participants and then the tree lighting took place around 4:00 p.m. It was a great event.

Dr. Carmack mentioned that a group will be getting together Wednesday evening to judge the house decorating for the contest that Chamber is sponsoring

ADJOURNMENT

Mayor Clark adjourned the meeting at 6:54 p.m.


Sharon Bounds, City Administrator


Gary Clark, Mayor

**City of Zillah
City Council Minutes
December 19, 2016**

CALL TO ORDER

The meeting was called to order by Mayor Gary Clark at 7:02 p.m.

PLEDGE OF ALLEGIANCE

Mayor Clark led the Pledge of Allegiance.

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, Acting Police Chief Tim Quantrell, Public Works Director John Simmons, Fire Chief Paul Stonemetz and City Attorney Jamie Carmody

Absent: Councilmember Brian Williams

ADDITIONS/CORRECTIONS TO THE AGENDA

Mr. Miles moved, seconded by Ms. Gonzales to add item 8A to the Agenda "Special Presentation" and move the other items down sequentially. Motion carried unanimously.

CONSENT AGENDA

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

- A. Review minutes of Study Session dated December 5, 2016.
- B. Review minutes of Council Meeting dated December 5, 2016.
- C. Review WA ST Liquor Licenses for Juanitos Foods #2 and La Canasta Meat Market.
- D. Review claim voucher number 47465 to 47518 dated December 19, 2016 in the amount of \$131,001.67
- E. Review payroll voucher numbers 32655 to 32666 dated November 30, 2016 in the amount of \$62,578.76.

Motion carried unanimously.

NEW BUSINESS

Special Presentation: Mayor Clark presented Betty Duncan with a card to thank her for her volunteering at the Teapot Visitor's Center during the year. Everyone in the room thanked her with a hug.

Vote on Ordinance No. 1427/2016 Budget Amendment: Ms. Gonzales moved, seconded by Dr. Carmack to approve Ordinance No. 1427/2016 Budget Amendment. Motion carried unanimously.

Vote on Resolution No. 2016-50 Establishing Firepoints: Dr. Carmack moved, seconded by Mr. Stewart to approve Resolution No. 2016-50 Establishing Firepoints. Motion carried unanimously.

Vote on Resolution No. 2016-51 Amending Agreement with PWB: Mr. Stewart moved, seconded by Mr. Miles to approve Resolution No. 2016-51 Approving an Amendment to the Capital Loan Agreement with Washington State Public Works Board, Contract No. DM16-952-012. Motion carried unanimously.

MAYOR'S REPORT

Mayor Clark extended thanks for city staff and department heads for all of their hard work and dedication throughout the year. He asked department heads to relay that to their staff.


COUNCIL/STAFF REPORTS

Planning Department: Ms. Steele extended thanks to the seniors for their help in wrapping the gifts for the city toy drive.

ADJOURNMENT

Ms. Gonzales moved, seconded by Dr. Carmack to adjourn the meeting at 7:17 p.m. Motion carried unanimously.


Sharon Bounds, City Administrator


Gary Clark, Mayor