

**City of Zillah  
Study Session Minutes  
February 21, 2017**

**CALL TO ORDER**

The meeting was called to order by Mayor Gary Clark at 6:00 p.m.

**ROLL CALL**

The following were:

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

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

Absent: Fire Chief Paul Stonemetz

**CONSENT AGENDA**

- A. Review minutes of Study Session dated February 6, 2017.
- B. Review minutes of Council Meeting dated February 6, 2017.
- C. Review WA ST Liquor License for Zillah Market.
- D. Review claim voucher numbers 47708 to 47758 dated February 21, 2017 in the amount of \$47,319.73.
- E. Review payroll voucher numbers 32717 to 32729 dated February 15, 2017 in the amount of \$66,778.79.
- F. Review Month-end Close-out dated January 2017.

**NEW BUSINESS**

**Review Resolution No. 2017-04 Amending Exchange Agreement:** Ms. Bounds provided information related to the Exchange Agreement and answered questions.

**Review Ordinance No. 1431/2017 Budget Amendment:** Ms. Bounds provided information related to the budget amendment.

**Review Resolution No. 2017-05/Task Order No. 2017-01:** Ms. Bounds explained the work to be done by HLA through this task order.

**Review Resolution No. 2017-06/Task Order No. 2017-02:** Ms. Bounds provided information related to this Task Order with HLA.

**Review Resolution No. 2017-07 Approving Agreement with PPC Solutions:** Ms. Bounds provided information related to the agreement with PPC Solutions and answered questions.

## COUNCIL/STAFF REPORTS

**Planning Department:** Ms. Steele reported that she is working on the Comprehensive Plan. She also told about some of the permits that are being handled.

**Police Department:** Chief Quantrell reported that two of his officers were recently awarded commendations. Officer Giles was awarded a life-saving commendation and Officer Olivas was awarded a commendation for catching a robbery suspect. Chief also shared that he has made a conditional offer of employment to Dave Leary for the vacant officer position. His department has just finished the qualification process for the Sergeant position and it has been offered and accepted by Tracy Delozier.

**Public Works:** John Simmons reported that there has been significant damage to at least, 16 sections of the roadways in Zillah and he is in the process of putting together a list.


**Administration:** Ms. Bounds explained that their office is experiencing a very busy time right now and that they are in the application process for the open Accounting and the maintenance positions.

**Legal:** Mr. Carmody shared that he recently received notice from a hydrologist who knows of senior water rights that are available. He mentioned that it might be an option for the city to look into.

## ADJOURNMENT

Mayor Clark adjourned the meeting at 6:23 p.m.

  
Sharon Bounds, City Administrator

  
Gary Clark, Mayor

**City of Zillah  
City Council Minutes  
February 21, 2017**

**CALL TO ORDER**

The meeting was called to order by Mayor Gary Clark at 7:00 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, Brian Williams, Janice Gonzales and Jeff Miles

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

Absent: Fire Chief Paul Stonemetz

**CONSENT AGENDA**

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

- A. Review minutes of Study Session dated February 6, 2017.
- B. Review minutes of Council Meeting dated February 6, 2017.
- C. Review WA ST Liquor License for Zillah Market.
- D. Review claim voucher numbers 47708 to 47758 dated February 21, 2017 in the amount of \$47,319.73.
- E. Review payroll voucher numbers 32717 to 32729 dated February 15, 2017 in the amount of \$66,778.79.
- F. Review Month-end Close-out dated January 2017.

*Motion carried unanimously.*

**NEW BUSINESS**

**Vote on Resolution No. 2017-04 Amending Exchange Agreement:** *Mr. Williams moved, seconded by Ms. Gonzales that City Council approve Resolution No. 2017-04 Approving an Amended Exchange Agreement with Vernon R. and Vickie L. Deknikker. Motion carried unanimously.*

**Vote on Ordinance No. 1431/2017 Budget Amendment:** *Ms. Gonzales moved, seconded by Dr. Carmack that City Council approve Ordinance No. 1431/2017 Budget Amendment. Motion carried unanimously.*

**Vote on Resolution No. 2017-05/Task Order No. 2017-01:** *Dr. Carmack moved, seconded by Mr. Stewart that City Council approve Resolution No. 2017-05 Approving Task Order No. 2017-01 with HLA Engineering. Motion carried unanimously.*


**Vote on Resolution No. 2017-06/Task Order No. 2017-02:** *Mr. Stewart moved, seconded by Mr. Miles that City Council approve Resolution No. 2017-06 Approving Task Order No. 2017-02 with HLA Engineering. Motion carried unanimously.*

**Vote on Resolution No. 2017-07 Approving Agreement with PPC Solutions:** *Mr. Miles moved, seconded by Mr. Williams that City Council approve Resolution No. 2017-07 Approving an agreement with PPC Solutions, Inc. for security services. Motion carried unanimously.*

#### ADJOURNMENT

*Mr. Williams moved, seconded by Ms. Gonzales that City Council adjourn the meeting at 7:04 p.m. Motion carried unanimously.*

  
Sharon Bounds, City Administrator

  
Gary Clark, Mayor