

**City of Zillah
Study Session Minutes
May 1, 2017**

CALL TO ORDER

Ms. Bounds called the meeting to order at 6:03 p.m. and asked for nominations for someone to Chair the meeting. Mr. Miles nominated Dr. Carmack to Chair the meeting, seconded by Mr. Stewart. Motion carried unanimously.

ROLL CALL

The following were:

Present: Chairman Dr. Scott Carmack, Councilmembers Doug Stewart, Janice Gonzales (arrived at 6:18 p.m.) and Jeff Miles

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

Absent: Mayor Gary Clark,

CONSENT AGENDA

- A. Review minutes of Study Session dated April 17, 2017.
- B. Review minutes of Council Meeting dated April 17, 2017.
- C. Review claim voucher numbers 47985 to 48048 dated May 1, 2017 in the amount of \$46,932.14.
- D. Review payroll voucher numbers 32807 to 32828 dated April 28, 2017 in the amount of \$110,787.80.
- E. Review Month End Close-out Report March 2017.

NEW BUSINESS

Review Resolution No. 2017-18/SRO Agreement: Chief Quantrell provided information about changes to the agreement which are to the dates and the amounts paid.

Review Resolution No. 2017-19/Small and Attractive Assets: Ms. Bounds provided information about the revised asset policy and answered questions.

Review Resolution No. 2017-20/Setting Public Hearing Date for Vacation (7th Street): Ms. Steele explained that this Resolution sets the date for public hearing for street vacations on 7th Street and Railroad Avenue.

Review Resolution No. 2017-21/Setting Public Hearing Date for Vacation (G Street): Ms. Steele explained that this Resolution sets the date for public hearing for street vacation on Third (G) Street. Discussion was held about the public hearing date being on July 3, 2017.

Review Resolution No. 2017-22/Firing Range Operations: Ms. Bounds stated that the city has a firing range and it's necessary to have city policy in place relating to the operations. Mr. Carmody provided information about the policy and answered questions.

COMMITTEE/COMMISSION REPORTS

Ms. Steele provided a status update of the Comprehensive Plan that she is working through with the Planning Commission.

Dr. Carmack shared that the City Revitalization Committee is organizing a clean-up day on May 20th. The focuses will be to clean up the cemetery prior to Memorial Day, a group will be painting the Cookshack in Stewart Park and general clean-up will take place on First and Second Avenues between 5th and 7th Streets.

COUNCIL/STAFF REPORTS

Fire Department: Chief Stonemetz shared that his department has been doing ladder pump testing and they have also been working on the antique fire engine.

Public Works Department: John Simmons explained that his department has been busy. A sand separator has been ordered for the well that should be in tomorrow. Discussion was also held about the lot at the west end of Stewart Park. Mr. Simmons explained that he may have the blue bins removed. He also extended appreciation to Merry Stewart and the Garden Club for planting trees at Pond Park.

Administration: Ms. Bounds said that Community Days is coming up on May 13th and she invited council members to help with the float judging if they are available.

Dr. Carmack stated that he decided to run for Mayor in the upcoming election.

ADJOURNMENT

Chairman Dr. Carmack adjourned the meeting at 6:57 p.m.



Sharon Bounds, City Administrator



Dr. Scott Carmack, Chairman

**City of Zillah
City Council Minutes
May 1, 2017**

CALL TO ORDER

Chairman Dr. Scott Carmack called the meeting to order at 7:02 p.m.

PLEDGE OF ALLEGIANCE

Chairman Dr. Carmack led the Pledge of Allegiance.

ROLL CALL

The following were:

Present: Chairman Dr. Scott Carmack, Councilmembers Doug Stewart, 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 Fire Chief Paul Stonemetz and City Attorney Jamie Carmody

Absent: Mayor Gary Clark and Councilmember Brian Williams

CONSENT AGENDA

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

- A. Approve minutes of Study Session dated April 17, 2017.
- B. Approve minutes of Council Meeting dated April 17, 2017.
- C. Approve claim voucher numbers 47985 to 48048 dated May 1, 2017 in the amount of \$46,932.14.
- D. Approve payroll voucher numbers 32807 to 32828 dated April 28, 2017 in the amount of \$110,787.80.
- E. Approve Month End Close-out Report March 2017.

Motion Carried unanimously.

NEW BUSINESS

Proclamation – May as Building Safety Month: Chairman Dr. Carmack read the Proclamation for May as Building and Safety Month. *Ms. Gonzales moved, seconded by Mr. Stewart to approve the Proclamation designating May as Building and Safety Month for the City of Zillah. Motion carried unanimously.*

Vote on Resolution No. 2017-18/SRO Agreement: *Mr. Stewart moved, seconded by Mr. Miles to approve Resolution No. 2017-18 approving an Agreement between Zillah School District and City of Zillah for School Resource Officer. Motion carried unanimously.*

Vote on Resolution No. 2017-19/Small and Attractive Assets: *Mr. Miles moved, seconded by Ms. Gonzales to approve Resolution No. 2017-19 approving Policy No. 2017-03 for Small and Attractive Assets. Motion carried unanimously.*

Vote on Resolution No. 2017-20/Setting Public Hearing Date for Vacation (7th Street): *Ms. Gonzales moved, seconded by Mr. Stewart to approve Resolution No. 2017-20 setting July 3, 2017 as the date for public hearing on a proposal to vacate portions of Railroad Avenue and 7th Street. Discussion was held. Ms. Gonzales moved, seconded by Mr. Stewart to approve Resolution No. 2017-20 setting July 5, 2017 as the date for public hearing on a proposal to vacate portions of Railroad Avenue and 7th Street. Motion failed. Motion carried unanimously.*

Vote on Resolution No. 2017-21/Setting Public Hearing Date for Vacation (G Street): *Mr. Stewart moved, seconded by Mr. Miles to approve Resolution No. 2017-20 setting July 5, 2017 as the date for public hearing on a proposal to vacate portions of Third (G) Street. Necessary changes will be made to the Resolution and the meeting date). Motion carried unanimously.*

Vote on Resolution No. 2017-22/Firing Range Operations: *Mr. Miles moved, seconded by Ms. Gonzales to approve Resolution No. 2017-22 approving Policy No. 2017-04 establishing policy for firing range operations. Motion carried unanimously.*


COMMITTEE/COMMISSION REPORTS

City Clean-up Day: Chairman Dr. Scott Carmack shared that there will be a city clean-up day on May 20th.

ADJOURNMENT

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


Sharon Bounds, City Administrator


Dr. Scott Carmack, Chairman