

**City of Zillah
Study Session Minutes
May 15, 2017**

CALL TO ORDER

Mayor Clark called the meeting to order at 6:03 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, Public Works Director John Simmons and Fire Chief Paul Stonemetz

Absent: Police Chief Tim Quantrell and City Attorney Jamie Carmody

CONSENT AGENDA

- A. Review minutes of Study Session dated May 1, 2017.
- B. Review minutes of Council Meeting dated May 1, 2017.
- C. Review claim voucher numbers 48049 to 48107 dated May 15, 2017 in the amount of \$433,272.75.
- D. Review payroll voucher numbers 32829 to 32839 dated May 15, 2017 in the amount of \$76,655.65.
- E. Review voided check no. 48043
- F. Review Month End Close-out Report April 2017.

NEW BUSINESS

Review Resolution No. 2017-23/Procurement Manual: Ms. Bounds explained that the changes to this manual is to add language stating that the city will be using the MRSC Roster Program.

Review Resolution No. 2017-24 Awarding Construction-First Avenue Project: Ms. Bounds stated that a bid opening was held for the First Avenue construction project and four bids were received. The bids were reviewed and Award Construction is being recommended award of the contract.

Review Resolution No. 2017-25/Consultant Agreement-First Avenue: Ms. Bounds explained that this is the TIB Consultant Agreement for the First Avenue construction project.

Review Resolution No. 2017-26 Awarding Construction-Vet Project: Ms. Bounds stated that the city small works roster was used in securing the bid being recommended for approval. It's with Joel Patterson Masonry. They will construct schedule A of the Vet Project.

COMMITTEE/COMMISSION REPORTS

Dr. Carmack reported that the Revitalization Committee are sponsoring a community clean-up day this coming Saturday from 8-1. The focus areas will be the Stewart Park Cook shack, the cemetery and the downtown area.

MAYOR'S REPORT

Mayor Clark extended condolences to the Dan Newhouse family for the loss of his wife.

COUNCIL/STAFF REPORTS

Planning Department: Ms. Steele reported that the planning commission will be holding the first public hearing on the comp plan at their meeting tomorrow night. Construction of the Zillah Oaks Inn is underway.

Fire Department: Chief Stonemetz reported that he submitted a grant application to the tribe for replacement hose for his department and he was notified that he was awarded the grant. The school applied to them for the gas detecting equipment and were notified that they were awarded the funds.

Public Works Department: Mr. Simmons reported that the city just received notice that they were awarded money for the frost boil repair in the amount of \$50,000.

Administration: Ms. Bounds thanked all of the volunteers in the community for their help putting together a wonderful Community Days. She also mentioned that the fireworks show went well.

VISITOR'S COMMENTS

Betty Duncan complained that people were tossing candy at the entrance corner of the parade and suggested they not toss candy at that particular location anymore as it could be dangerous. She also mentioned that she had a lot of people in to visit the teapot on Saturday.

Mayor Clark also gave kudos to the police department for their quick action at the park on Saturday in dealing with a potential problem from a few attendees.

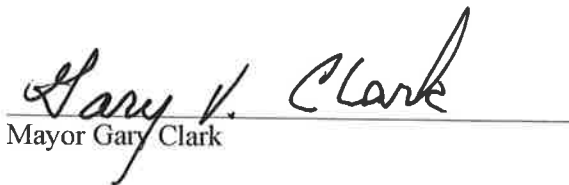
Mr. Williams invited the Mayor and Council members to a coalition of union folks on May 25th at Performance Park.

ADJOURNMENT

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



Sharon Bounds, City Administrator



Mayor Gary Clark

**City of Zillah
City Council Minutes
May 15, 2017**

CALL TO ORDER

Mayor Clark called the meeting to order 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, Janice Gonzales, Brian Williams and Jeff Miles

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

Absent: Police Chief Tim Quantrell and City Attorney Jamie Carmody

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 May 1, 2017.
- B. Review minutes of Council Meeting dated May 1, 2017.
- C. Review claim voucher numbers 48049 to 48107 dated May 15, 2017 in the amount of \$433,272.75.
- D. Review payroll voucher numbers 32829 to 32839 dated May 15, 2017 in the amount of \$76,655.65.
- E. Review voided check no. 48043
- F. Review Month End Close-out Report April 2017.

Motion carried unanimously.

NEW BUSINESS

Vote on Resolution No. 2017-23/Procurement Manual: *Mr. Williams moved, seconded by Ms. Gonzales to approve Resolution No. 2017-23 adopting a revised Procurement Manual Dated June 1, 2017. Motion carried unanimously.*

Vote on Resolution No. 2017-24 Awarding Construction-First Avenue Project: *Ms. Gonzales moved, seconded by Dr. Carmack to approve Resolution No. 2017-24 awarding a construction contract for the First Avenue Improvements Project. Motion carried unanimously.*

Vote on Resolution No. 2017-25/Consultant Agreement-First Avenue: *Dr. Carmack moved, seconded by Mr. Stewart to approve Resolution No. 2017-25 approving the TIB Consultant Agreement for the First Avenue Improvements Project-Meade Drive to Pearson Street. Motion carried unanimously.*

Vote on Resolution No. 2017-26 Awarding Construction-Vet Project: *Mr. Stewart moved, seconded by Mr. Miles to approve Resolution No. 2017-26 awarding a construction contract for Schedule A of the Veterans Memorial Project. Motion carried unanimously.*

VISITOR'S COMMENTS

Ralph Henriksen was present and reported on purchases the American Legion made towards items for the Vet Memorial Project.

ADJOURNMENT

Ms. Gonzales moved, seconded by Mr. Williams to adjourn the meeting at 7:05 p.m. Motion carried unanimously.


Sharon Bounds, City Administrator


Mayor Gary Clark