

**City of Zillah**  
**Study Session Minutes**  
May 2, 2016

**CALL TO ORDER**

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

**ROLL CALL**

The following were:

Present: Mayor Gary Clark and Councilmembers Doug Stewart, Dr. Scott Carmack (arrived at 6:05 p.m.), Janice Gonzales (arrived at 6:15 p.m.), Brian Williams and Jeff Miles

Also Present: City Administrator Sharon Bounds, Planning & Community Development Director/Interim Public Works Director Ardele Steele, Police Chief Dave Simmons, Fire Chief Paul Stonemetz and City Attorney Jamie Carmody

**ADDITIONS/CORRECTIONS TO THE AGENDA**

Mr. Miles requested to add "Proclamation for Older Americans Month 2016" as item 5A and move the other items on the agenda down accordingly. Council was agreeable to the addition.

**CONSENT AGENDA**

- A. Review minutes of Study Session dated April 18, 2016.
- B. Review minutes of Council Meeting dated April 18, 2016.
- C. Review WA ST Liquor License for M & H Wine Company LLC.
- D. Review payroll voucher numbers 32329 to 32351 dated March 29, 2016 in the amount of \$83,878.11.
- E. Review voided check number 46457 dated April 18, 2016 in the amount of \$1,421.67 & check number 46487 dated April 18, 2016 in the amount of \$6,200.00.
- F. Review check number 46496 dated April 20, 2016 in the amount of \$124.00.
- G. Review claim voucher number 46498 to 46552 dated May 2, 2016 in the amount of \$37,485.21.

**NEW BUSINESS**

**Review Proclamation/Older Americans Month 2016:** Sheila Brogdam representing Aging & Long Term Care (ALTC) was present. She read a proclamation and requested the city approve it declaring May 2016 as Older Americans Month. Doris, chairperson on the Advisory Council of ALTC extended appreciation to the city for accommodating the request.

**Review Proclamation/May as Bldg. Safety Month:** Ms. Steele read the proclamation declaring May as Building Safety Month.

**Review Resolution No. 2016-23/Surplus:** Ms. Bounds provided information relating to the Resolution declaring items as surplus.

**Review Ordinance No. 1407/Civil Service:** Jamie Carmody explained that this Ordinance excludes the position of Police Chief from Civil Service coverage. The purpose of excluding the position is to provide fairness between the department heads since they are all at-will employees.

**Review Resolution No. 2016-24/Task Order No. 2016-01:** Ms. Bounds explained that this Task Order is with the city engineer for the Well Project that will begin this year.

**Review Ordinance No. 1408/Hydrants:** It was explained that in order for the city to allow fire hydrants be painted a color other than chrome yellow, the city needs to approve an ordinance stating such. The Ordinance allows the city to paint hydrants chrome yellow and a color similar to smokin hot. It also stipulates cap colors which are mandated according to flow.

**Review Ordinance No. 1409/Nuisance Abatement:** Mr. Carmody provided information relating to the Nuisance Abatement Ordinance. The Ordinance combines and clarifies the regulations.

**Review Ordinance No. 1410/Admin. Enforcement Program:** Mr. Carmody provided information relating to the Administrative Enforcement Program. The Ordinance provides regulations relating to enforcement of said programs.

**Review Information relating to ERU charges for Stadelman Fruit:** Mr. Carmody explained that the city has been working with Stadelman Fruit in determining ERU costs for water and sewer connections. City ordinance allows negotiation to take place in the event that the ERU's are over 20. There is a discount that can take place relating to property assessed value. After consideration, staff is recommending that Stadelman Fruit be assessed 20 ERU's for their water and sewer connections.

**Review List of Committee Assignments:** Ms. Bounds explained that the City Theme Committee requested the name be changed to City Revitalization Committee. That change is included in the revised list.

## COMMITTEE/COMMISSION REPORTS

**City Revitalization Committee:** Dr. Carmack reported that the City Revitalization Committee is working hard on putting together the Downtown Clean-up Day for May 7<sup>th</sup> and invited volunteers to show up and help.

## COUNCIL/STAFF REPORTS

**Fire Department:** Chief Stonemetz reported that his department will be attending a funeral on Saturday for a fellow firefighter in the valley so won't be able to attend the Clean-up day. He also reported that they recently had trouble with the brakes on the older fire truck. An alternative vehicle will need to be considered in the future.

**Planning/Public Works:** Ms. Steele reported that lines were flushed in the Zillah Lakes Development recently. Lights were recently put on the fountain at Pond Park. The issue with Bermuda grass in the cemetery will have to be dealt with next year as they have missed the window of time to deal with it this year.

**Police Department:** Chief Simmons reported that his department has recently experienced two minor vehicle claims but at no fault of the city. The retro-session with the tribes has ended and so the various departments will work together in dealing with how to work together on that. The department was recently awarded funds for firearms instruction schooling.

**Administration:** Ms. Bounds reported that the Vet Memorial Committee recently put together a facebook account which includes a Go Fund Me account. She invited everyone to visit the site.

#### ADJOURNMENT

Mayor Clark adjourned the meeting at 6:59 p.m.



Sharon Bounds, City Administrator



Gary Clark, Mayor

**City of Zillah**  
**City Council Minutes**  
May 2, 2016

**CALL TO ORDER**

The meeting was called to order by Mayor Clark at 7:08 p.m.

**PLEDGE OF ALLEGIANCE**

Mayor Clark led the Pledge of Allegiance.

**ROLL CALL**

The following were:

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

Also Present: City Administrator Sharon Bounds, Planning & Community Development Director/Interim Public Works Director Ardele Steele, Police Chief Dave Simmons, Fire Chief Paul Stonemetz and City Attorney Jamie Carmody

**ADDITIONS/CORRECTIONS TO THE AGENDA**

*Mr. Miles moved, seconded by Mr. Williams that City Council add item 8K to the Agenda under New Business: "Proclamation for Older Americans Month 2016. Motion carried unanimously.*

**CONSENT AGENDA**

*Mr. Williams moved, seconded by Ms. Gonzales that City Council approve the Consent Agenda, items A through G as follows:*

- A. Approve minutes of Study Session dated April 18, 2016.
- B. Approve minutes of Council Meeting dated April 18, 2016.
- C. Approve WA ST Liquor License for M & H Wine Company LLC.
- D. Approve payroll voucher numbers 32329 to 32351 dated March 29, 2016 in the amount of \$83,878.11.
- E. Approve voided check number 46457 dated April 18, 2016 in the amount of \$1,421.67 & check number 46487 dated April 18, 2016 in the amount of \$6,200.00.
- F. Approve check number 46496 dated April 20, 2016 in the amount of \$124.00.
- G. Approve claim voucher number 46498 to 46552 dated May 2, 2016 in the amount of \$37,485.21.

*Motion carried unanimously.*

**NEW BUSINESS**

**Proclamation/May as Bldg. Safety Month:** *Dr. Carmack moved, seconded by Mr. Stewart to approve the Proclamation designating May as Building Safety Month. Motion carried unanimously.*

**Vote on Resolution No. 2016-23/Surplus:** Ms. Gonzales moved, seconded by Dr. Carmack to approve Resolution No. 2016-23 declaring certain items of personal property as surplus. Motion carried unanimously.

**Vote on Ordinance No. 1407/Civil Service:** Dr. Carmack moved, seconded by Mr. Stewart to approve Ordinance No. 1407 relating to Civil Service Provisions. Motion carried unanimously.

**Vote on Resolution No. 2016-24/Task Order No. 2016-01:** Mr. Stewart moved, seconded by Mr. Miles to approve Resolution No. 2016-24 approving Task Order No. 2016-01 with HLA. Motion carried unanimously.

**Vote on Ordinance No. 1408/Hydrants:** Ms. Gonzales moved, seconded by Dr. Carmack to approve Ordinance No. 1408 relating to fire hydrants. Motion carried unanimously.

**Vote on Ordinance No. 1409/Nuisance Abatement:** Dr. Carmack moved, seconded by Mr. Stewart to approve Ordinance No. 1409 Amending and Re-stating certain chapters in the ZMC relating to nuisance abatement. Motion carried unanimously.

**Vote on Ordinance No. 1410/Admin. Enforcement Program:** Mr. Stewart moved, seconded by Mr. Miles to approve Ordinance No. 1410 Establishing an Administrative Enforcement Program. Motion carried unanimously.

**Vote on Stadelman Fruit ERU's:** Mr. Miles moved, seconded by Mr. Williams that City approve the adjustment to the water and sewer connection charges for Stadelman Fruit based on increased property value and ordinance authorization (20 ERU's). Motion carried unanimously.

**Vote on List of Committee Assignments:** Mr. Williams moved, seconded by Ms. Gonzales to approve the revised list of committees dated 5/2/2016. Motion carried unanimously.

**Proclamation/Older Americans Month 2016:** Ms. Gonzales moved, seconded by Mr. Williams to approve the Proclamation/Older Americans Month 2016. Motion carried unanimously.

## MAYOR'S REPORT

Mayor Clark announced that Zillah Community Days is coming up on May 14<sup>th</sup>.

## COUNCIL/STAFF REPORTS

**Planning/Public Works:** Ms. Steele reported that the public works crew is currently cleaning streets and helping out with the various clean up activities.

**Police Department:** Chief Simmons reminded that the parade route was changed in recent years and that it had worked out well.


Ms. Gonzales reported that the Junior Livestock show is currently going on and encouraged everyone to attend and support the kids.

Ms. Gonzales reported that there is a YVCOG meeting on May 18<sup>th</sup> at the Zillah Civic Center. The Squeeze Inn will be catering the event. She invited everyone to attend.

**ADJOURNMENT**

*Ms. Gonzales moved, seconded by Mr. Williams to adjourn the meeting at 7:24 p.m. Motion carried unanimously.*

  
Sharon Bounds, City Administrator

  
\_\_\_\_\_  
Gary Clark, Mayor