

**City of Zillah
Study Session Minutes
August 6, 2018**

CALL TO ORDER

Mayor Carmack called the meeting to order at 6:00 p.m.

ROLL CALL

The following were:

Present: Mayor Carmack, Councilmembers Doug Stewart, Beth Husted, Janice Gonzales, and Jeff Miles

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

Absent: City Councilmember Brian Williams and City Attorney James C. Carmody

ADDITIONS/CORRECTIONS TO THE AGENDA

Mr. Miles asked to add the following items to the Study Session Agenda Under New Business: Item 5D, Review Resolution No. 2018-29/Surplus Property and Item 5E, Review Resolution No. 2018-30/Approving TIB Relight WA Grant.

CONSENT AGENDA

- A. Review minutes of Study Session dated July 16, 2018.
- B. Review minutes of Council Meeting dated July 16, 2018.
- C. Review WA ST Liquor License for Zillah Chamber of Commerce, El Ranchito Mexican Restaurant.
- D. Review claim voucher number 49930 to 50001 dated August 6, 2018 in the amount of \$287,456.69.
- E. Review payroll voucher numbers 33339 to 33360 dated July 31, 2018 in the amount of \$104,816.30.
- F. Review Voided Checks number 49835 and 33312-33325.

NEW BUSINESS

Review Request to Ratify Planning Commission Reappointments: Ms. Bounds explained that two of the Planning Commission members terms have expired and they were interested in being reappointed. Council is being asked to ratify the Mayor's reappointment of them.

Review Resolution No. 2018-27 Accepting City Hall Project as Complete: Ms. Bounds explained that the work done by Moritzky Construction is now complete and the paperwork needs to be finalized and sent to the state for clearances.

Review Resolution No. 2018-28 Authorizing Purchase of a Video Surveillance System: Ms. Bounds reported that the city went out to bid on the MRSC rosters and two bids were received. The low bid was submitted by Security Lines, US and the attached agreement is to purchase the equipment from them.

Review Resolution No. 2018-29/Surplus Property: Ms. Bounds explained that the now that the city has an agreement with YCFD #5 we no longer need the older 1981 Firetruck. Chief Stonemetz has asked that it be surplussed.

Review Resolution No. 2018-30/Approving TIB Relight WA Grant: Ms. Bounds explained that the city applied to TIB for their Relight WA Grant for funds to change over streetlights to LED. The funds were granted and apx. 185 lights will be converted. The attached agreement is with TIB for those grant funds.

COMMITTEE/COMMISSION REPORTS

Planning Commission draft minutes dated 7/17/18. Ms. Steele explained that the Planning Commission will be reviewing the city-wide rezone and it will come to council in the near future.

MAYOR'S REPORT

Mayor Carmack reported that the BINGO fundraiser was a big success. The committee raised over \$1,400. He thanked everyone who helped put it together. He mentioned that the old ice house property may be sold and if it is, the owner plans to demolish the ice house. He also asked Council if they would be agreeable with the city having some of the floors redone at the Civic Center. The cost should be apx. \$5,000.

COUNCIL/STAFF REPORTS

Planning Department: Ms. Steele reported on the recent planning activities. She also reported that Zillah is hosting the YVCOG meeting in September.

Fire Department: Chief Stonemetz reported that he needs to surplus some of his fire hose.

Police Department: Chief Quantrell reported that the Nite Out/Movie in the Park Event went well.


Public Works: Mr. Simmons reported that the water tower on stilts will be drained early Wednesday morning so that fixtures can be replaced. This is work that will be done on the current well improvements project. He stated that water pressure may be low on Wednesday but should be restored by the end of the day. Paving should be done next week on the Third/G Street Project.

Administration: Ms. Bounds reported that the budget call letter was sent out to staff today. Council should see their first peek at the budget at the first meeting in October.

ADJOURNMENT

The meeting was adjourned at 6:35 p.m.


Sharon Bounds, City Administrator



Dr. Scott Carmack, Mayor

**City of Zillah
City Council Minutes
August 6, 2018**

CALL TO ORDER

Mayor Carmack called the meeting to order at 7:00 p.m.

PLEDGE OF ALLEGIANCE.

Mayor Carmack led the Pledge of Allegiance.

ROLL CALL

The following were:

Present: Mayor Carmack, Councilmembers Doug Stewart, Beth Husted, Janice Gonzales, and Jeff Miles

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

Absent: City Councilmember Brian Williams and City Attorney James C. Carmody

ADDITIONS/CORRECTIONS TO THE AGENDA

Mr. Miles moved, seconded by Ms. Gonzales to add the following items to the City Council Agenda Under New Business: Item 8D, Vote on Resolution No. 2018-29/Surplus Property and Item 8E, Vote on Resolution No. 2018-30/Approving TIB Relight WA Grant. Motion carried unanimously.

CONSENT AGENDA

Ms. Gonzales moved, seconded by Ms. Husted that City Council approve the Consent Agenda, items A through F as follows:

- A. Review minutes of Study Session dated July 16, 2018.
- B. Review minutes of Council Meeting dated July 16, 2018.
- C. Review WA ST Liquor License for Zillah Chamber of Commerce, El Ranchito Mexican Restaurant.
- D. Review claim voucher number 49930 to 50001 dated August 6, 2018 in the amount of \$287,456.69.
- E. Review payroll voucher numbers 33339 to 33360 dated July 31, 2018 in the amount of \$104,816.30.
- F. Review Voided Checks number 49835 and 33312-33325.

Motion carried unanimously.

NEW BUSINESS

Vote on Request to Ratify Planning Commission Reappointments: *Ms. Husted moved, seconded by Mr. Stewart that City Council ratify the re-appointment of Russ Redfield and Carol Wane to the Planning Commission. Motion carried unanimously.*

Vote on Resolution No. 2018-27 Accepting City Hall Project as Complete: *Mr. Stewart moved, seconded by Mr. Miles that City Council approve Resolution No. 2018-27 accepting the 2018 City Hall Addition project as complete. Motion carried unanimously.*

Vote on Resolution No. 2018-28 Authorizing Purchase of a Video Surveillance System: *Mr. Miles moved, seconded by Ms. Gonzales that City Council approve Resolution No. 2018-28 Authorizing the Purchase of a Video Surveillance System from Security Lines, US. Motion carried unanimously.*

Vote on Resolution No. 2018-29/Surplus Property: *Ms. Gonzales moved, seconded by Ms. Husted that City Council approve Resolution No. 2018-29 declaring an item of personal property as surplus. Motion carried unanimously.*

Vote on Resolution No. 2018-30/Approving TIB Relight WA Grant: *Ms. Husted moved, seconded by Mr. Stewart that City Council approve Resolution No. 2018-30 approving a grant agreement with TIB for a Relight Washington Grant. Motion carried unanimously.*


MAYOR'S REPORT

Mayor Carmack reported that the BINGO fundraiser was a big success. The committee raised over \$1,400. He also reported that water pressure may be low on Wednesday due to work being done on our well project.

ADJOURNMENT

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


Sharon Bounds, City Administrator


Dr. Scott Carmack, Mayor