

**City of Zillah
Study Session Minutes**

Hybrid Meeting
December 19, 2022

This meeting was available to be attended via ZOOM meeting

CALL TO ORDER

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

ROLL CALL

The following were:

Present: Mayor Scott Carmack and Councilmembers Doug Stewart, Janice Gonzales, Beth Husted, Councilmember Brian Williams, and Wes Argo

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

Absent:

CONSENT AGENDA

- A. Review minutes of the Study Session Meeting dated December 5, 2022.**
- B. Review minutes of the Council Meeting dated December 5, 2022.**
- C. Review claim voucher numbers 56338 to 56381 and 56384 dated December 19, 2022, in the amount of \$168,611.62.**
- D. Review claim voucher numbers 56382 to 56383 dated December 15, 2022, in the amount of \$1,942.43.**
- E. Review payroll voucher numbers 34613 to 34618 dated December 15, 2022, in the amount of \$84,098.55.**
- F. Review Monthly Close-Out Report dated November 30, 2022**

NEW BUSINESS

- A. Review Resolution 2022-53 / Service Agreement Flock Safety
- B. Review Resolution 2022-54 / Professional Service Agreement CABOT
- C. Review Resolution 2022-55 / Agreement with Certified Interpreter Services
- D. Review Resolution 2022-56 / Lease Canon Financial Services
- E. Review Resolution 2022-57 / Agreement with Summit Law Group
- F. Review Resolution 2022-58 / Agreement with Axon Enterprises, Inc.
- G. Review Resolution 2022-59 / Easement Agreement -Wyatt
- H. Review Ordinance No. 1551 / 2022 Budget Amendment
- I. Review Ordinance No. 1552 / Adopting the 2023 Budget. City Administrator Grayum acknowledged and appreciated Shelli Quantrell's hard work and diligence in developing the balanced budget proposed for Council's consideration. Grayum also emphasized the accomplishments made by the team of employees working for the City this past year, which are called out in the budget for the first time. He also emphasized the work of Department Directors to specify priorities for each department funded in the 2023 budget and the path forward as specified in the Budget Summary.

VISITOR'S COMMENTS

None

COMMITTEE/COMMISSION REPORTS

None

MAYOR'S REPORT

Mayor Carmack provided an update and announced the winners of the Christmas lighting contest, highlighted and discussed opportunities for volunteers to serve in the Zillah Fire Department, with a detail provided by Fire Chief Stonemetz.

COUNCIL/STAFF REPORTS

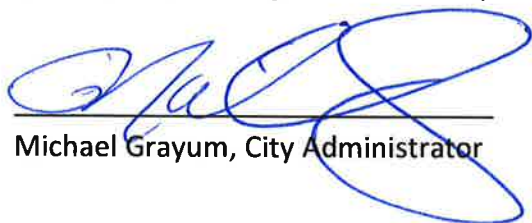
None

EXECUTIVE SESSION

None

ADJOURNMENT

The meeting was adjourned at 6:28 p.m.



Michael Grayum, City Administrator



Dr. Scott Carmack, Mayor

**City of Zillah
City Council Minutes**

Hybrid Meeting
December 19, 2022

This meeting was available to be attended via ZOOM meeting

CALL TO ORDER

Mayor Carmack called the meeting to order at 6:34 p.m.

PLEDGE OF ALLEGIANCE

Mayor Carmack led the pledge of allegiance.

ROLL CALL

The following were:

Present: Mayor Scott Carmack and Councilmembers Doug Stewart, Janice Gonzales, Beth Husted, Councilmember Brian Williams, and Wes Argo

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

Absent: None

ADDITIONS/CORRECTIONS TO THE AGENDA

None

CONSENT AGENDA

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

- A. Approve minutes of the Study Session Meeting dated December 5, 2022.
- B. Approve minutes of the Council Meeting dated December 5, 2022.

- C. Approve claim voucher numbers 56338 to 56381 and 56384 dated December 19, 2022, in the amount of \$168,611.62.
- D. Approve claim voucher numbers 56382 to 56383 dated December 15, 2022, in the amount of \$1,942.43.
- E. Approve payroll voucher numbers 34613 to 34618 dated December 15, 2022, in the amount of \$84,098.55.
- F. Approve Monthly Close-Out Report dated November 30, 2022

Motion carried unanimously.

PUBLIC HEARING

- A. 2023 Preliminary Budget: Closed at 6:35 p.m. and no public comments were expressed.

OLD BUSINESS

None

NEW BUSINESS

- A. Vote on Resolution 2022-53 / Service Agreement Flock Safety.** *Mr. Williams moved, seconded by Ms. Gonzales, for City Council to approve Resolution No. 2022-53 approving the Services Agreement between the City of Zillah and Flock Safety and Authorize the Mayor to sign. Motion carried unanimously.*
- B. Vote on Resolution 2022-54 / Professional Service Agreement CABOT.** *Ms. Gonzales moved, seconded by Ms. Husted, for City Council approve Resolution No. 2022-57 approving a Professional Services Agreement for employment and labor matters with contract negotiations with Summit Law Group and authorize the City Administrator to sign. Motion carried unanimously.*
- C. Vote on Resolution 2022-55 / Agreement with Certified Interpreter Services.** *Ms. Husted moved, seconded by Mr. Stewart, for City Council approve Resolution No. 2022-55 approving an Agreement for Certified Interpreter Services between City of Zillah and Intercom Language Services and authorize the Mayor to sign. Motion carried unanimously.*
- D. Vote on Resolution 2022-56 / Lease Canon Financial Services.** *Mr. Stewart moved, seconded by Mr. Argo, for City Council approve Resolution No. 2022-56 approving Lease/Purchase and Maintenance Agreement with Canon Financial Services authorize the Mayor to sign. Motion carried unanimously.*
- E. Vote on Resolution 2022-57 / Agreement with Summit Law Group.** *Mr. Argo moved, seconded by Mr. Williams, for City Council to approve Resolution 2022-57 approving a professional service agreement for employment and labor matters for contact negotiations with Summit Law Group and authorize the City Administrator to sign. Motion carried unanimously.*

F. Vote on Resolution 2022-58 / Agreement with Axon Enterprises, Inc. *Mr. Williams moved, seconded by Ms. Gonzales, for City Council to approve Resolution No. 2022-58 approving a Purchase Agreement for Tasers from Axon Enterprises, Inc., and authorizing the Mayor to sign. Motion carried unanimously.*

G. Vote on Resolution 2022-59 / Easement Agreement -Wyatt. *Ms. Gonzales moved, seconded by Ms. Husted, for City Council approve Resolution No. 2022-59 approving the amended temporary easement extension between the City of Zillah and the Wyatt's. Motion carried unanimously.*

H. Vote on Ordinance No. 1551 / 2022 Budget Amendment. *Ms. Husted moved, seconded by Mr. Stewart, for City Council approve Ordinance No. 1551 approving 2022 Budget Amendments. Motion carried unanimously.*

I. Vote on Ordinance No. 1552 / Adopting the 2023 Budget. *Mr. Stewart moved, seconded by Mr. Argo, for City Council approve Ordinance No. 1552 Adopting the 2023 Budget. Motion carried unanimously.*

VISITOR'S COMMENTS

None

COMMITTEE/COMMISSION REPORTS

None

MAYOR'S REPORT

None

COUNCIL/STAFF REPORTS

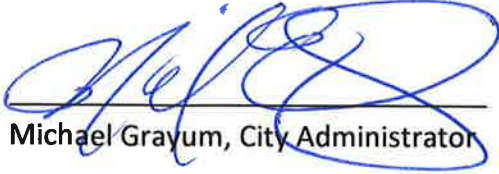
City Administrator Grayum acknowledged and appreciated Shelli Quantrell's hard work and diligence in developing the balanced budget proposed for Council's consideration. Grayum also acknowledged the significant effort by the community and city employees to purchase, wrap, and deliver gifts and food for children in need. The generous donations by Yakima Waste and the Power Company were acknowledged and appreciated. Ardell Steele informed Council the certificate of occupancy was issued for a multiplex on 1st Avenue.

EXECUTIVE SESSION

None

ADJOURNMENT

The meeting was adjourned at 6:40 p.m.



Michael Grayum, City Administrator



Dr. Scott Carmack, Mayor