

City of Zillah
Study Session Minutes
Hybrid Meeting
July 18, 2022

This meeting was available to be attended via ZOOM meeting.

CALL TO ORDER

Mayor Scott Carmack called the meeting to order at 6:02 p.m.

ROLL CALL

The following were:

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

Also Present: Planning & Community Development Director Ardele Steele, Police Chief Tim Quantrell, Public Works Director John Simmons, and Fire Chief Paul Stonemetz via ZOOM.

Absent: City Attorney James Carmody

CONSENT AGENDA

- A. Review minutes of Study Session Meeting dated July 5, 2022.
- B. Review minutes of Council Meeting dated July 5, 2022.
- C. Review claim voucher numbers 55813 to 55895 dated July 18, 2022, in the amount of \$502,169.70.
- D. Review payroll voucher numbers 34517 to 34522 dated July 15, 2022, in the amount of \$93,305.31.
- E. Review Voided Check No. 55714.
- F. Review Monthly Close-Out Report dated June 30, 2022.

NEW BUSINESS

Discuss Resolution No. 2022-26 Adopting Fleet Management Policy No. 2022-02: The Mayor explained that the policy was sent to Washington Cities Insurance Authority (WCIA) to ensure that the language was as required by our insurance company to meet audit conditions.

A. Oath of Office – Reserve Officer Zachary Dorr- The Mayor administered the Oath of Office for Reserve Officer Zachary Dorr. Officer Dorr gave some background regarding his job and family.

B. Review Rescinding City Administrator Confirmation- The Mayor explained that City Council approved the confirmation of Debbie Zabell and the city needs to rescind the confirmation since she declined the position.

C. Review Resolution 2022-30 / Administrative Policy 2022-02- The Mayor explained that the policy would be rolled back to reflex the Administrative Comp time as 10 hours rather than the approved 14 hours.

D. Review Resolution 2022-31 / Addendum to Agreement with Lexipol- Chief Quantrell explained that Lexipol has some training manuals that would be useful to his department the addendum would allow access for a fee.

E. Review Resolution 2022-32 / Agreement Invoice Cloud- The Mayor explained that this agreement would allow the city to automate the late fee calls as well as provide blast texts and or emails regarding emergency issues such as water break or special need for fire suppression.

F. Review Ordinance No. 1544 / Public Right-of-Ways- Ms. Steele explained that this started under Sharon Bounds however John Simmons and her were able to work out an ordinance that would address the issues of road cuts and path work. She explained that the Transportation Improvement Board has been pushing communities to adopt a “No Cut” ordinance. She stated that the idea was to protect the roads that have been newly paved and to possible force the replacement/ path work to be done by professionals.

G. Review Resolution 2022-33 / Service Agreement with Charter Comm. Operating, LLC- The Mayor explained that the city agreement was going to expire. This agreement covered the charter use and show a reduction in costs.

COMMITTEE/COMMISSION REPORTS

Councilmember Gonzales spoke about her Yakima Valley Conference of Government meeting. She stated that YVCoG spoke on Yakima County’s \$2 million contribution to the Regional Crime Center. She also included that several businesses in the City of Yakima were willing to cover the allocation which would allow the other communities to use the proposed funding requirement sheet.

MAYOR’S REPORT

Mayor Carmack reported that the power outages over the weekend were annoying. He also addressed the difference between Public Right of Way and Easements. He referenced an article from MRSC.org.

COUNCIL/STAFF REPORTS

Police Department: Chief Quantrell stated that there was a problem with the HVAC installation. He stated that Officer Williams has moved over to Toppenish, so he advertised for a Lateral position.

Public Works Department: Mr. Simmons spoke about the power outage taking out a pump at the Reo Drive area. He state that there was a fire out at the Bailey property.


Planning/Building Department: Ms. Steele provided an update on current projects.

ADJOURNMENT

The meeting was adjourned at 6:37 p.m.



Ardele Steele, Planning & Community
Development Director



Dr. Scott Carmack, Mayor

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CALL TO ORDER

Mayor Scott Carmack called the meeting to order at 6:37 p.m.

PLEDGE OF ALLEGIANCE

Mayor Carmack led the Pledge of Allegiance.

ROLL CALL

The following were:

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

Also Present: Planning & Community Development Director Ardele Steele, Police Chief Tim Quantrell, Public Works Director John Simmons, and Fire Chief Paul Stonemetz via ZOOM.

Absent: City Attorney James Carmody

CONSENT AGENDA

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

- A. Review minutes of Study Session Meeting dated July 5, 2022.
- B. Review minutes of Council Meeting dated July 5, 2022.
- C. Review claim voucher numbers 55813 to 55895 dated July 18, 2022, in the amount of \$502,169.70.
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- E. Review Voided Check No. 55714.
- F. Review Monthly Close-Out Report dated June 30, 2022.

Motion carried unanimously.

NEW BUSINESS

A. Vote on Rescinding City Administrator Confirmation- Mr. Williams moved, seconded by Mrs. Gonzales the City Council rescind the confirmation of Debbie Zabell as the City Administrator issued under Zillah Municipal Code 2.12.060. Motion carried unanimously.

B. Vote on Resolution 2022-30 / Administrative Policy 2022-02- Mrs. Gonzales moved, seconded by Mrs. Husted that the City Council approve Resoution No. 2022-30 approving Administrative Policy No. 2022-02 relating to salaries and benefits for the City Administrator. Motion carried unanimously.

C. Vote on Resolution 2022-31 / Addendum to Agreement with Lexipol- Mrs. Husted moved, seconded by Mr. Stewart that the City Council approve Resolution No. 2022-31 Approving Addendum to Agreement between City of Zillah and Lexipol and Approving the Mayor to sign.. Motion carried unanimously.

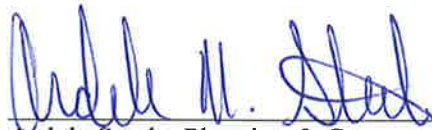
D. Vote on Resolution 2022-32 / Agreement Invoice Cloud- Mr. Stewart moved, seconded by Mr. Argo that the City Council approve Resolution No. 2022-32 Approving the Mayor to sign the Agreement between City of Zillah and Invoice Cloud. Motion carried unanimously.

E. Vote on Ordinance No. 1544 / Public Right-of-Ways- Mr. Argo moved, seconded by Mr. Williams that the City Council Ordinance No. 1544 Approving Ordinance No. 1544 repealing Ordinance No. 862, renaming chapter 12.14 entitled Public Right-of-Way excavations and replacing, and establishing new Public Right-of-Way excavations regulations for the City of Zillah. Motion carried unanimously.

F. Vote on Resolution 2022-33 / Service Agreement with Charter Comm. Operating,LLC- Mr. Williams moved, seconded by Mrs. Gonzales that the City Council approve Resolution No. 2022-33 approving a renewal Service Agreement with Charter Communications Operating, LLC and Approving the Mayor to sign. Motion carried unanimously.

ADJOURNMENT

The meeting was adjourned at 6:42 p.m.



Ardele Steele, Planning & Community
Development Director



Dr. Scott Carmack, Mayor