

City of Zillah
Study Session Minutes
Hybrid Meeting
July 5, 2022

This meeting was available to be attended via ZOOM meeting.

CALL TO ORDER

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

ROLL CALL

The following were:

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

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

Absent: Councilmember Brian Williams and City Attorney James Carmody

ADDITIONS/CORRECTIONS TO THE AGENDA

Mr. Stewart asked to remove item B & C under New Business "B. Review Resolution 2022-30 / Administrative Policy 2022-02 and C. Discuss City Administrator Appointment / Richard Huebner, Mr. Argo and Ms. Husted Agreed

CONSENT AGENDA

- A. Review minutes of Study Session Meeting dated June 20, 2022.
- B. Review minutes of Council Meeting dated June 20, 2022.
- C. Review claim voucher numbers 55757 to 55758 dated July 1, 2022, in the amount of \$4,045.36.
- D. Review claim voucher numbers 55759 to 55812 dated July 5, 2022, in the amount of \$52,183.33.
- E. Review payroll voucher numbers 34509 to 34516 dated June 30, 2022, in the amount of \$81,080.92.

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.

VISTORS' COMMENTS

Sam and Ben Jensen of Troop 553, both working on their eagle scout, came to sit in for a merit badge.

MAYOR'S REPORT

Mayor Carmack reported that Richard Huebner, who applied for the City Administrator position, has turned down the position. Some discussion occurred regarding recruitment.

COUNCIL/STAFF REPORTS

Fire Department: The 4th of July went well. He spoke on the use of the boards at the cemetery. He stated that there was a waiting list for use. The Fire Chief asked for signage for the crosswalks that were set up across from the park-n-ride. He stated that they found six groups without firework permits.

Police Department: Chief Quantrell stated they had one call.

Public Works Department: Mr. Simmons spoke issues with the manholes at Vintage Valley Parkway because they were not waterproofed which now delays the final of the project by a month.

Planning/Building Department: Ms. Steele provided an update on current projects. Discussion took place regarding the development located at 208/210 First Ave.

ADJOURNMENT

The meeting was adjourned at 6:34 p.m.



Ardele Steele, Planning & Community
Development Director



Dr. Scott Carmack, Mayor

**City of Zillah
City Council Minutes
Telephonic Meeting
July 5, 2022**

CALL TO ORDER

Mayor Scott 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, Councilmembers Beth Husted, Doug Stewart, Wes Argo and, Janice Gonzales via phone.

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

Absent: Councilmember Brian Williams and City Attorney James Carmody

ADDITIONS/CORRECTIONS TO THE AGENDA

Mr. Stewart moved, seconded by Ms. Husted, to remove item B & C under New Business "B. Review Resolution 2022-30 / Administrative Policy 2022-02 and C. Discuss City Administrator Appointment / Richard Huebner". Motion carried unanimously.

CONSENT AGENDA

Mr. Argo moved, seconded by Mrs. Gonzales to approve the Consent Agenda, items A through E as follows:

- A. Review minutes of Study Session Meeting dated June 20, 2022.
- B. Review minutes of Council Meeting dated June 20, 2022.
- C. Review claim voucher numbers 55757 to 55758 dated July 1, 2022, in the amount of \$4,045.36.
- D. Review claim voucher numbers 55759 to 55812 dated July 5, 2022, in the amount of \$52,183.33.
- E. Review payroll voucher numbers 34509 to 34516 dated June 30, 2022, in the amount of \$81,080.92.

Motion carried unanimously.

NEW BUSINESS

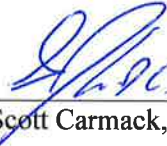
Vote on Resolution No. 2022-26 Adopting Fleet Management Policy No. 2022-02: *Mrs. Gonzales moved, seconded Mrs. Husted by that the City Council approve Resoution No. 2022-26 Fleet Management Policy No. 2022-02. Motion carried unanimously.*

ADJOURNMENT

The meeting was adjourned at 6:36 p.m.



Ardele Steele, Planning & Community
Development Director



Dr. Scott Carmack, Mayor