

**TOPPENISH CITY COUNCIL**  
**Regular Meeting Minutes**  
**March 28, 2022**

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

**ROLL CALL**

Attendees: Mayor Elpidia Saavedra, Mayor Pro Tem Clara Jiménez, and Councilmembers Juan Ceja, Naila Duval, George Garcia, and Kyle Pettit  
Absent: Councilmember Loren Belton  
Staff: Interim City Manager Debbie Zabell (ICM Zabell), City Attorney Gary Cuillier, Chief of Police John Clary, City Clerk Heidi Riojas (CC Riojas), Deputy City Clerk Sabrina Renfrew, and Cable Television Manager Judy Devall

CC Riojas conducted roll call for each City Councilmember to respond their attendance at the meeting. Mayor Saavedra, Mayor Pro Tem Jiménez, and Councilmembers Ceja, Duval, Garcia, and Pettit responded their attendance during roll call. Councilmember Belton was not present at the meeting

Mayor Pro Tem Jiménez moved, seconded by Councilmember Ceja to excuse Councilmember Belton from the March 28, 2022 Regular Meeting. Motion carried unanimously.

**APPROVE AGENDA**

Councilmember Pettit moved, seconded by Councilmember Garcia to approve the March 28, 2022 Agenda. Motion carried unanimously.

**PUBLIC COMMENT**

None.

**CONSENT AGENDA**

Mayor Pro Tem Jiménez moved, seconded by Councilmember Pettit to approve Consent Agenda items a through c:

- a. Approve Regular Meeting Minutes from March 14, 2022
- b. Approve Payroll Checks Number 35582 through 35605 and electronic transfers in the total amount of \$296,408.38 dated March 22, 2022, and void Checks Number 35582 through 35593
- c. Approve Claims Checks Number 95184 through 95258 and EFTAP286-EFTAP287 in the total amount of \$274,153.95 dated Mach 28, 2022, and void Check NR94725

Motion carried unanimously.

**NEW BUSINESS**

**Resolution 2022-13: A Resolution A Resolution Approving the Building Code Project Support and Plan Review / Inspection Services Agreement Between Northwest Code Professionals and the City of Toppenish for Building Services..**

Councilmember Ceja moved, seconded by Councilmember Garcia to approve Resolution 2022-13. Motion carried unanimously.

**Resolution 2022-14: A Resolution A Resolution Approving Technical Assistance Contract Between the City of Toppenish and Yakima Valley Conference of Governments for Certain Technical Planning Assistance..**

Councilmember Pettit moved, seconded by Councilmember Duval to approve Resolution 2022-14. Motion carried unanimously.

**Authorize the Interim City Manager to Sign the Housing Action Plan Implementation (HAPI) Grant to Adopt a Housing Action Plan.**

Mayor Pro Tem Jiménez moved, seconded by Councilmember Garcia to authorize the Interim City Manager to sign the Housing Action Plan Implementation (HAPI) Grant to adopt a Housing Action Plan. Motion carried unanimously.

**Police Action Update**

Chief Clary provided a review of Police Department activity since he assumed the Police Chief position in September 2021.

**COUNCIL MEETING REPORTS/COMMUNITY ANNOUNCEMENTS**

Mayor Pro Tem Jiménez reported her attendance at the Yakima Valley Council of Governments (YVCOG) meeting, which was well-attended by Council.

Councilmember Ceja had nothing to report.

Councilmember Garcia reported his attendance at the YVCOG meeting and the Association of Washington Cities virtual meeting with Senators Maria Cantwell and Patty Murray.

Councilmember Pettit had nothing to report.

Councilmember Duval reported the closing of the Extreme Weather Shelter on March 31, 2022, and thanked Camp Hope for assisting with operating the shelter and Yakima County for financial contributions. She also thanked her family members and friends and other groups and individuals who helped with needs of the shelter.

Mayor Saavedra reported her attendance at the YVCOG meeting.

**INTERIM CITY MANAGER REPORT**

ICM Zabell updated Council on the following:

- Capital Projects consisting of the Train Depot Roof, the Sewer Rehabilitation Improvements Project, and the Water Meter Replacement Project
- Workstations for the Public Works Building
- Police Building Assessment
- Special Meeting on April 18, 2022 at 6:00 p.m. to discuss the Police Building Assessment
- Planning Commission meeting on March 22, 2022, was cancelled due to lack of a quorum



- Civil Service Commission met on March 22, 2022, to confirm the Lateral Police Officer List
- Finance staff working on the Annual Report that is due May 27, 2022
- Public Works staff is managing the Vegetation Collection this week through April 1, 2022
- Human Resources working on recruitments for Public Works and for Development Services
- Fire Department received thank you from the City of Zillah for its assistance with the Stonehenge fire on March 20, 2022, and a special thanks to Firefighter KC Frazier for his assistance at the Incident Command Post
- Congratulations to Fire Captain Dale Northrup, Jr. Celebrating 25 Years of Service on April 1, 2022
- Meeting with Toppenish School District Superintendent Cerna on March 24, 2022
- Swimming Pool Update
- Meeting with HLA Engineering and Land Surveying to go over projects on April 1, 2022
- Council Planning Retreat Update

### EXECUTIVE SESSIONS

#### First Executive Session:

Mayor Saavedra called for the First Executive Session to be held at 7:58 p.m. for the purpose of litigation pursuant to RCW 42.30.110(1)(i). The approximate time for the First Executive Session is 30 minutes with potential action.

Mayor Saavedra reconvened the regular session back to order at 8:29 p.m., after managing camera technical difficulties.

Councilmember Ceja moved, seconded by Councilmember Pettit to authorize Attorney Plant to make an offer of judgment in the amount recommended of \$1,000.00, plus attorney fees incurred to March 29, 2022. Motion carried unanimously.


#### Second Executive Session:

Mayor Saavedra called for the Second Executive Session to be held at 8:32 p.m. for the purpose to review the performance of a public employee pursuant to RCW 42.30.110(1)(g). The approximate time for the Second Executive Session is 15 minutes with no action anticipated.

Mayor Saavedra reconvened the regular session back to order at 8:45 p.m., after managing camera technical difficulties.

### ADJOURNMENT

There being no further business to come before the Council, the meeting adjourned at 8:49 p.m.

  
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 ELPIDIA SAAVEDRA, MAYOR

  
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 HEIDI RIOJAS, CMC, CITY CLERK