

UNION GAP CITY COUNCIL REGULAR MEETING
UNION GAP COUNCIL CHAMBERS
Union Gap, Washington
April 22, 2024, Regular Meeting
MINUTES

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| <u>Call to Order</u> | Mayor Hodkinson called the Regular Meeting of the Union Gap City Council to order at 6:00 p.m. |
| <u>Council Members Present</u> | Council Members Sewell, Wentz, Galloway, Gonzalez, Schilling and Dailey were present. |
| <u>Staff Present</u> | City Manager Bounds, City Attorney Foltz, Police Chief Cobb, Fire Chief Markham, Public Works and Community Director Henne, Public Works and Community Director Cavanaugh, Civil Engineer Dominguez, and Finance & Administration Director Clifton were present. |
| <u>Audience Present</u> | See attached list. |
| <u>Pledge of Allegiance</u> | Council Member Sewell led the pledge of allegiance. |
| <u>Consent Agenda</u> | <p>Motion by Council Member Wentz, second by Council Member Sewell to approve the consent agenda as follows:</p> <p>Regular Council Meeting Minutes, dated April 08, 2024, as attached to the Agenda and maintained in electronic format.</p> <p>Payroll Vouchers – EFT’s and Voucher No.’s 108258 through 108265 for the month of March 2024, in the amount of \$421,227.09.</p> <p>Claims Vouchers – EFT’s, and Voucher No. 108257 and 108266 through 108350 for April 22, 2024, in the amount of \$592,958.34.</p> <p>Advance Travel Vouchers – Check No.’s 1311 through 1313 in the amount of \$470.50.</p> <p>Petty Cash Vouchers – EFT’s, and Voucher No. 1934 for March 2024, in the amount of \$120.00.</p> <p>Motion carried unanimously.</p> |
| <u>General Items</u> | |
| <u>City Manager</u> | |

CITY OF UNION GAP REGULAR COUNCIL MEETING MINUTES – April 22, 2024

Resolution No. – 24-34 –
Authorizing City Manager to
sign an Employment Contract

Motion by Council Member Wentz, second by Council Member Galloway to approve Resolution No. – 24-34 – authorizing the City Manager to sign an employment contract with Jason Cavanaugh to be employed as the Director of Public Works & Community Development. Motion carried unanimously.

Resolution No. – 24-35 –
Public Defense Contract –
Daniel B. Polage

City Manager Bounds gave an overview of the request of Mr. Polage’s request of a Public Defense Contract. Motion by Council Member Wentz, second by Council Member Dailey to approve Resolution No. – 24-35 – authorizing the City Manager to sign a revised contract with Daniel B. Polage for public defense services. Motion carried unanimously.

Ordinance No. – 3098 –
Establishing guidelines related
to Facility Use of the Union
Gap Community Center

City Manager Bounds explained staff had worked with the Public Works Committee in drafting the guidelines, and provided the highlights. Motion by Council Member Wentz, second by Council Member Galloway to adopt Ordinance No. – 3098 – establishing a new section 10.08.020 “Library and Community Center Use” of the Union Gap Municipal code. Mark Crochet addressed the Council submitted documents outlining future meeting schedules and asked if the fee schedule could be re-considered. City Manager Bounds responded that there could be a recurring use agreement submitted to Council for approval. After further discussion, voting on the motion – Ayes – Sewell, Wentz, Galloway, Gonzalez, Dailey and Hodkinson. Nays – Schilling. Motion passes.

Resolution No. – 24 – 36 –
Accepting Donation

Motion by Council Member Dailey, second by Council Member Sewell to approve Resolution No. – 24-36 – accepting a donation from the Friends of the Union Gap Library & Community Center. Motion carried unanimously. Mark Crochet of the Union Gap Library & Community Center then presented a donation of \$35,094 for the colored concrete patio.

Public Works & Community
Development

Resolution No. – 24-37 –
Authorizing HLA to Prepare
Application for STBG Funding
for Main Street Revitalization
Phase 2 Design

Motion by Council Member Wentz, second by Council Member Galloway to approve Resolution No. - 24-37 – authorizing the City Manager to submit an application for Surface Transportation Block Grant (STBG) funding for the Main Street Revitalization Project. Motion carried unanimously.

Resolution - HLA Task Order
2020-01 Amendment No. 2 –
South Broadway Area Sewer
Extension GSP Phase 3;

Public Works and Community Development Director Cavanaugh requested a Resolution for HLA Task Order 2020-01 Amendment No. 2 – South Broadway Area Sewer Extension GSP Phase 3; Project No. 20058C be tabled until a future meeting at this time.

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Project No. 20058C Motion by Council Member Wentz, second by Council Member Galloway to table a Resolution for a future date to be determined. Motion carried unanimously.

Committee Reports None.

Items from the Audience Carol Fredrickson, a member of the Advisory Council for the Aging and Long Term Care addressed the Council to ask if she could receive authorization from the Council to distribute brochures and posters about what services are provided by Aging and Long Term Care. Mayor Hodkinson asked that she submit the information and it could be brought to the next Council meeting for approval.

Gary Lease addressed the Council to discuss the Side-by-Side issue in the State of Washington, which authorized the Side-by-Side community to have the wheeled altering vehicles making them semi legal to be on the highways. There has a change to restrict them to 35 MPH roads, and Lease would like Council to consider approving them in the City of Union Gap. Mayor Hodkinson requested that the topic be scheduled for discussion at a Study Session.

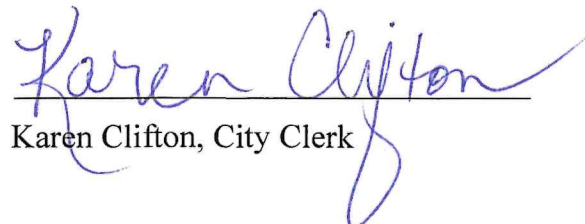
City Manager Report City Manager Bounds opened discussion in regards to possible changes to the Building Official Position, explaining that the previous Building Official, now the Public Works and Community Development Director would take the Certified Building Official title with him in his new position, as it may be difficult to find a replacement with the same certifications. The compensation and duties of the job have been reviewed by staff and Union, and asked if Council would agree to making changes to the current Job Description. There were no objections.

Communications/Questions/Comments None.

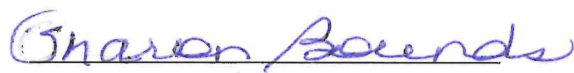
Development of next Agenda Aging and Long Term care Resolution; Side-by-Side discussion.

Adjournment of Meeting Mayor Hodkinson adjourned the regular meeting at 6:31 p.m.

ATTEST:



Karen Clifton, City Clerk


Sharon Bounds, City Manager

CITY OF UNION GAP
REGULAR UNION GAP COUNCIL MEETING
SIGN IN SHEET

6:00 P.M. -- April 22, 2024

NAME (Please Print) (Date) ADDRESS

| | | |
|-------------------|-----------|-----------------------------------|
| Mark Crouchet | 4-22-24 | 1424 S. 31 st Ave |
| Theresa Charvet | 4-22-2024 | Union Gap |
| Carol Fughrickson | 4-22-2024 | 2903 7 th St Union Gap |
| Holly Conaway | 4 22 - | Atlanta |
| Manalyn Kiloran | | |
| Tepna Daily | 4-22-24 | Arkansas |
| Lidia Galloway | 4-22-24 | 2711 5 th |
| Lilka Gomez | 4-22-24 | |
| Benime McDonnell | " | Yakima |
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