

UNION GAP CITY COUNCIL REGULAR MEETING
UNION GAP COUNCIL CHAMBERS
Union Gap, Washington
August 14, 2023, Regular Meeting
MINUTES

<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, Hansen, Schilling, and Dailey were present.
<u>Staff Present</u>	City Manager Bounds, City Attorney Foltz, Police Chief Cobb, Fire Chief Markham, Public Works & Community Development Director Henne, Civil Engineer Dominquez, and Finance & Administration Director Clifton were present.
<u>Audience Present</u>	See attached list.
<u>Pledge of Allegiance</u>	Mayor Hodkinson led the pledge of allegiance.
<u>Consent Agenda</u>	<p>Motion by Council Member Wentz, second by Council Member Hansen to approve the consent agenda as follows:</p> <p>Regular Council Meeting Minutes, dated July 24, 2023, as attached to the Agenda and maintained in electronic format</p> <p>Payroll Vouchers – EFT’s and Voucher No. 106886 through 106893 for the month of July 2023, in the amount of \$497,645.40.</p> <p>Claims Vouchers – EFT’s, and Voucher No. 106883 through 106885 and Voucher Nos. 106894 through 106995 for August 14, 2023, in the amount of \$1,367,186.48.</p> <p>Motion carried unanimously.</p>
<u>General Items</u>	
<u>Public Works & Community Development</u>	
Resolution No. – 23-37 –	Byron Gumz with the Yakima Valley Conference of Governments

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City of Union Gap Housing Plan

explained that they are at the final step of adopting the Housing Action Plan, and wanted to answer any questions Council may have. Council Member Schilling asked about community outreach. Gumz responded that it varied, but that they held different community events, such as at schools trying to make themselves present, and that there was not a huge response. They posted items such as posters with QR codes at places such as gas stations, and post cards distributed to different places of business. Gumz stated that this is a guiding document that outlines avenues that can be taken to address the housing needs for the community. If approved there will be a process where there is more Community outreach to gather feedback. Schilling recommended using the utility bill mailings, and newsletter to communicate information. Mayor Hodkinson stated that this is a great advantage to our citizens, and that there will be a lot more follow up on this particular item.

Motion by Council Member Wentz, second by Council Member Dailey to approve Resolution No. – 23-37 – approving the City of Union Gap Housing Action Plan. Motion carried unanimously.

Resolution No. 23-38 – HLA Task Order 2020-01 – Amendment No. 1 – South Broadway Area Sewer Extension, General Sewer Plan Phase 3 (GSP Phase 3)

HLA Engineering and Land Surveying President, Mike Battle gave an overview of the amendment request regarding a 36” diameter concrete pipe, trying to determine ownership and responsibility of the line. There was significant redesign and compensation for that particular effort. Council Member Schilling asked if we own that line, Battle responded that it was his understanding that no agency is claiming jurisdiction of that line.

Motion by Council Member Wentz, second by Council Member Galloway to approve Resolution No. - 23-38 – authorizing the City Manager to sign Amendment No. 1 to Task Order No. 2020-01 with HLA Engineering and Land Surveying, Inc. as it relates to services the South Broadway Area Sewer Extension (GSP Phase 3) project. Motion carried unanimously.

Resolution No. – 23-39 – HLA Task Order 2021-02 – Amendment No. 1 – Ahtanum Road and Main Street Stormwater Improvements – Construction Services Project

HLA Engineering and Land Surveying President, Mike Battle gave an overview of the difficulties that arose with the project, and that he was very proud of how his staff handled the issues. Council Member Wentz questioned why they were hearing about this after reaching an amount of \$100,000, that it should have been discovered at the \$10,000 or \$20,000 mark. Battle explained that the \$100,000 was brought to the City’s attention back in September of 2022, and their team, uncompensated, finished the project putting forward a

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substantial effort. They made the City aware of it last year with multiple requests to the City for consideration, so it is not new information. Public Works and Community Development Director Henne stated that it had been proposed to City staff several times, but staff wanted to finish the project before increasing the contract just to know where the project stands at the end of the contract. Henne agreed that it was a very difficult project. Battle explained that even after approval of the Amendment, final payment to the contractor, and upcoming change order No. 4, the overall project will still be under Budget.

Motion by Council Member Wentz, second by Council Member Dailey to approve Resolution No. – 23-39 – authorizing the City Manager to sign Amendment No. 1 to Task Order No. 2021-02 with HLA Engineering and Land Surveying, Inc. as it relates to services for the Ahtanum Road and Main Street Stormwater Improvements – Construction Services project. Motion carried unanimously.

Resolution No. – 23-40 –
WA State Department of
Ecology – Storm Drainage
Improvement Agreement
No. WQC-2023-UniGap-
00029

Motion by Council Member Wentz, second by Council Member Galloway to approve Resolution No. – 23-40 – authorizing the City Manager to sign an agreement with the WA State department of Ecology for Agreement No. WQC-2023-UniGap-00029 as it relates to the Rudkin Road Storm Drainage Improvements project. Motion carried unanimously.

City Manager

Ordinance No. – 3049 –
Utility Taxes

Motion by Council Member Wentz, second by Council Member Galloway to adopt Ordinance No. – 3049 – establishing new regulations regarding water, sewer, and garbage utility taxes; providing for severability; and establishing an effective date. Motion carried unanimously.

Resolution No. – 23-41 –
Limited English Proficiency
Plan – (LEP) Plan

Motion by Council Member Wentz, second by Council Member Dailey to adopt Resolution no 23-41 – adopting a Limited English Proficiency (LEP) Plan. Motion carried unanimously.

Finance and Administration

Ordinance No. – 3050 –
Amending Section 4.04.060

Finance and Administration Director Clifton explained that the three items she is about to present were discussed at the 2024 Budget

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“FEES” of Chapter 4.04
Occupational Licenses of the
Union Gap Municipal Code

workshop as well as the last Committee meeting.

Motion by Council Member Dailey, second by Council Member Wentz to adopt Ordinance No. 3050 – amending Union Gap Municipal Code Section 4.04.060 “Fees” of chapter 4.04 “Occupational Licenses.” Motion carried unanimously.

Ordinance No. – 3051 –
Amending Section
“Payment” and Section
12.04.110 “Penalty charge
for late payments” of
Chapter 12.04 “Water Rates
and Regulations” of the
Union Gap Municipal Code

Motion by Council Member Galloway, second by Council Member Dailey to adopt Ordinance No. – 3051 – amending Union Gap Municipal Code Section 12.04.100 “Payment” and section 12.04.110 “Penalty Charge for Late Payment” of Chapter 12.04 Water rates and regulations. Motion carried unanimously.

Ordinance No. – 3052 –
Amending Section 3.08.010
“FEE IMPOSED” OF
Chapter 3.08 Nonsufficient
Funds and Returned Checks
of the Union Gap Municipal
Code

Motion by Council Member Wentz, second by Council Member Galloway to adopt Ordinance No. – 3052 – amending Union Gap Municipal Code Section 3.80.010 “Fee Imposed” of Chapter 3.80 “Nonsufficient or Returned Checks.

Police

Resolution No. – 23-42 –
American Medical Response
Ambulance Service, In. –
Professional Services
Agreement for Blood Draws

Police Chief Cobb explained that it has started to become challenging to have to go the Hospital Emergency Room for DUI arrest blood draws, and has caused loss of evidence. The proposed Professional Services Agreement will allow an EMT and paramedic to come on sight, or on seen as needed. They would then draw blood according to evidentiary standards, and we would have it right away.

Motion by Council Member Wentz, second by Council Member Schilling to approve Resolution No. – 23-42 – authorizing the City Manager to sign a professional services agreement with American Medical Response Ambulance Service, Inc. (AMR), for blood draws.

Resolution No. – 23-43 –
Yakima Valley Crisis
Response Unit – Interlocal
Agreement

Motion by Council Member Wentz, second by Council Member Galloway to approve Resolution No. – 23-43 – authorizing the City Manager to sign an Interlocal agreement with Yakima Valley Crisis Response Unit (YVCRU). Motion carried unanimously.

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Resolution No. – 23-44 – Police Surplus Vehicle Motion by Council Member Wentz, second by Council Member Galloway to approve Resolution No. – 23-44 – declaring vehicle surplus and allow the city to donate the vehicle to YVLCL. Motion carried unanimously.

Committee Reports None.

Items from the Audience None.

City Manager Report None.


Communications/Questions/Comments None.

Development of next Agenda None.

Adjournment of Meeting Mayor Hodkinson adjourned the July 24, 2023 regular Council meeting at 6:30 p.m.


Sharon Bounds, City Manager

ATTEST:


Karen Clifton, City Clerk

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

6:00 P.M. - August 14, 2023
(Date)

NAME (Please Print)

ADDRESS

NAME (Please Print)	(Date)	ADDRESS
Al Miller	8-14-23	YUCOG
RL Croop	8-14-23	109 E WASH. ST. N
Byron Gomez	8/14/23	YUCOG
Lidia Salloway	8-14-23	2711 5th St.
Benine (M. Donnell)	"	Yakima
Michael Whitman	8-14-23	HLA