

***UNION GAP CITY COUNCIL REGULAR MEETING
UNION GAP COUNCIL CHAMBERS
Union Gap, Washington
March 24, 2025, 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, Fredrickson, Schilling and Dailey were present.
<u>Staff Present</u>	City Manager Bounds, Assistant City Attorney Rio, Police Chief Cobb, Public Works & Community Development Director Cavanaugh, Finance & Administration Director Bisconer and Civil Engineer Dominguez 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 Galloway to approve the consent agenda as follows:</p> <p>Regular Council Meeting Minutes, dated March 10, 2025, as attached to the Agenda and maintained in electronic format</p> <p>Claims Vouchers – EFT’s, and Check No’s 110054 through 110118 for March 24, 2025 in the amount of \$499,731.03</p> <p>Payroll Vouchers – EFT’s, and Check No’s 110040 through 110047 for the month of February 2025, in the amount of \$543,242.20</p> <p>Motion carried unanimously.</p>
<u>City Manager</u>	
Presentation – Yakima Valley Library, Candelaria Mendoza	Candelaria Mendoza, Executive Director of Yakima Valley Library gave a detailed annual overview presentation to Council pertaining to the operations of Yakima Valley Libraries.
Resolution No. – 25-21 – Donations from Friends of The Union Gap Library &	City Manager Bounds informed that the Friends of the Union Gap Library and Community Center are donating a total of \$34,942.03 to the library for furniture, equipment and other items not related to construction. Bounds further informed that the Friends of the

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Library & Community Center were unable to present the check but if acceptable the Resolution could still be approved and they could present the check at a future meeting. Motion by Council Member Wentz, second by Council Member Galloway to approve Resolution No. – 25-21 – accepting donations from the Friends of the Union Gap Library & Community Center. Motion carried unanimously.

Community Center
Resolution No. – 25-22 –
Contract for Conflict Indigent
Defense Services with Etoy
Alford, Jr.

Motion by Council Member Wentz, second by Council Member Galloway to approve Resolution No. – 25-22 – authorizing the City Manager to sign a contract with Etoy Alford, Jr. for Indigent Defense Services. Motion carried unanimously.

Resolution No. – 25-23 –
Amending Employment
Agreements for City Manager
& Department Directors

City Manager Bounds stated the proposed Resolution pertains to Exempt Administrative Staff with employment contracts and benefit amendments to retirement contributions, vacation accrual, longevity and insurance contributions. Motion by Council Member Wentz, second by Council Member Sewell to approve Resolution No. – 25-23 – authorizing the Mayor and City Manager to sign Amendments to the Employment Agreements for City Manager Sharon Bounds, Police Chief Cobb, Director of Public Works & Economic Development Jason Cavanaugh, and the Director of Finance & Administration Lynette Bisconer of the City of Union Gap, Washington. Motion carried unanimously.

Resolution No. – 25-24 –
Amending City Personnel
Policy

City Manager Bounds stated the proposed Resolution pertains to Exempt Staff without employment contracts which requires revisions to the City Personnel Policy. Motion by Council Member Wentz, second by Council Member Dailey to approve Resolution No. – 25-24 – amending Sections 4.2, 4.7, 6.3, and 7.2 of the Personnel Policies Handbook for the City of Union Gap, Washington. Motion carried unanimously.

Police

Resolution No. – 25-25 – Safe
Yakima Valley Interlocal
Agreement

Motion by Council Member Dailey, second by Council Member Wentz to approve Resolution No. – 25-25 – authorizing the City Manager to sign an Interlocal Agreement for professional services relating to the 2025 Summer Youth Program. Motion carried unanimously.

Finance & Administration

Ordinance No. – 3116 –

Motion by Council Member Dailey, second by Council Member

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Amending 2025 Budget
Authorizing an Expenditure
of \$5,000 from the Lodging
Tax Fund (107)

Wentz to approve Ordinance No. – 3116 – amending the 2025 budget authorizing an expenditure of \$5,000 from the Lodging Tax Fund (107), additional funding for the refinishing project for the two (2) Yakima Valley SunDome Basketball Courts. Motion carried unanimously.

Resolution No. – 25-26 –
Replacing Judge Don Engel
with Judge Julia Davis to
Serve as Municipal Court
Judge for The City of Union
Gap Municipal Court

Finance and Administrative Director Bisconer informed that notification was received that previously appointed Judge Don Engel is retiring and therefore Yakima County District Court Administrator has requested that a resolution be approved to replace him with Judge Julia Davis. Motion by Council Member Dailey, second by Council Member Galloway to approve Resolution No. – 25-26 – replacing Judge Don Engel with Judge Julia Davis to serve as Municipal Court Judge for the City of Union Gap Municipal Court. Motion carried unanimously.

Public Works & Community
Development

Resolution No. – 25-27 –
PacifiCorp Agreement

Director of Public Works & Community Development Cavanaugh informed that the City's new sewer lift station for the Regional Beltway, located at the end of Main Street, will require electric service for operation therefore a service contract is needed. Motion by Council Member Wentz, second by Council Member Dailey to approve Resolution No. – 25-27 – authorizing the City Manager to sign a General Service Contract with PacifiCorp, doing business as Pacific Power. Motion carried unanimously.

Committee Reports

Council Member Schilling reported she had attended the 911 Commission and has been appointed to a couple of Committees therefore she will be bringing forward more information to Council on items that they are trying to redo and modernize.

Items from the Audience

None.

City Manager Report

City Manager Bounds distributed a packet to Council highlighting the City's 2024 Accomplishments.

Communications/Questions/
Comments

Council Member Schilling informed that the Union Gap Library and Community Center Public Meeting on March 27, 2024 is scheduled for advertising and is posted online.

Development of Next Agenda

None.

Recess To 15 Minute

At 6:32 p.m., Mayor Hodkinson adjourned to a 15-minute Executive

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Executive Session

Session to discuss with legal counsel representing the agency matters relating to agency enforcement actions, or to discuss with legal counsel representing the agency litigation or potential litigation to which the agency, the governing body, or a member acting in an official capacity is, or is likely to become, a party, when public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to the agency pursuant to RCW 42.30.110(1)(i). The Mayor also announced that the council may be taking action after the Executive Session. Council Members, City Manager Bounds and Assistant City Attorney Rio attended.

Reconvened Meeting

Mayor Hodkinson reconvened the regular meeting at 6:47 p.m.

Resolution No. – 25-28 –
“CR2A Settlement
Agreement” & “Settlement
Agreement” – Stillwaugh v.
City of Union Gap

Motion by Council Member Wentz, second by Council Member Sewell to add Resolution No. – 25-28 – “CR2A Settlement Agreement” & “Settlement Agreement” – Stillwaugh v. City of Union Gap to the Agenda. Motion carried unanimously.

Motion by Council Member Wentz, second by Council Member Schilling to approve Resolution No. – 25-28 – authorizing the City Manager to sign the “CR2A Settlement Agreement” and “Settlement Agreement” in Stillwaugh v. City of Union Gap, et al., cause number 23-3-02228-39. Motion carried unanimously.

Adjournment of Meeting

Mayor Hodkinson adjourned the regular meeting at 6:48 p.m.



Sharon Bounds, City Manager

ATTEST:



Lynette Bisconer, City Clerk

6:00 P.M. – March 24, 2025

ADDRESS

Kristine Tardiff	yvl.org
Candelaria Mendoza	Yakima Valley Librarians
Eva Guillen	Yakima Valley Libraries
Francisco Garcia-Ortiz	Yakima Valley Libraries
Lidia GALLOWAY	2711 - 5 th St. N.E.
Mara Lynn Killomo	108 Pine
Jane Smith	Yakima