

***UNION GAP CITY COUNCIL REGULAR MEETING
UNION GAP COUNCIL CHAMBERS
Union Gap, Washington
November 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 Dailey, Galloway, Wentz, Fredrickson, and Sewell were present.
<u>Staff Present</u>	City Manager Cobb, City Attorney Foltz, Police Chief Soptich, Fire Chief Markham, 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 Wentz led the Pledge of Allegiance.
<u>Excuse Council Member</u>	Motion by Council Member Wentz, second by Council Member Galloway to excuse Council Member Schilling. Motion carried unanimously.
<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 November 10, 2025, as attached to the agenda and maintained in electronic format</p> <p>Claims Vouchers – EFT’s, and Check No. 111313 and Check No’s 111321 through 111393 for November 24, 2025, in the amount of \$399,142.80</p> <p>Payroll Vouchers – EFT’s, and Checks No’s 111314 through 111320 for the month of October 2025, in the amount of \$551,691.35</p> <p>Motion carried unanimously.</p>
<u>Finance & Administration</u>	
Public Hearing – 2026 Final	At 6:03 p.m., Mayor Hodkinson opened a Public Hearing regarding

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Budget	the 2026 Preliminary Budget. Finance & Administration Director Bisconer gave an overview of the 2026 Budget. With no written or public testimony, Mayor Hodkinson closed the Public Hearing at 6:04 p.m.
Ordinance No. - 3133 – Adopting 2026 Budget	Motion by Council Member Wentz, second by Council Member Galloway, to adopt Ordinance No. – 3133 – Adopting 2026 Budget for the City of Union Gap, Washington, for the fiscal year ending December 31, 2026. Motion carried unanimously.
Ordinance No. - 3134 – Craft Night Reserve Fund	Motion by Council Member Galloway, second by Council Member Wentz, to adopt Ordinance No. – 3134 – Providing for the closure of Fund 110 and authorizing the transfer of money from the closed fund to Fund 001. Motion carried unanimously.
Ordinance No. - 3135 – Senior Activity Fund	Motion by Council Member Fredrickson, second by Council Member Sewell, to adopt Ordinance No. – 3135 – Providing for the closure of Fund 114 and authorizing the transfer of money from the closure fund to Fund 001. Motion carried unanimously.
Ordinance No. – 3136 – 2025 Budget Amendment – Library & Community Center Fund	Motion by Council Member Wentz, second by Council Member Galloway, to adopt Ordinance No. – 3135 – Amending the 2025 budget authorizing revenues and expenditures of \$87,639.52 providing for the 2025 activity and closure of Fund 311 and authorizing the transfer of money from the closed fund to Fund 001. Motion carried unanimously.
Resolution No. – 25-78 – Refund Policy	Motion by Council Member Wentz, second by Council Member Galloway, to approve Resolution No. – 25-78 – Refund Policy Motion carried unanimously.
Ordinance No. – 3137 – 2026 Exempt Employee Annual Salary	Motion by Council Member Sewell, second by Council Member Galloway, to adopt Ordinance No. – 3137 – Authorizing salaries and wages for the City Manager, Director of Public Works and Community Development, Civil Engineer, Director of Finance and Administration, Police Chief, Police Lieutenant, and Operations Manager for 2026-2027. Motion carried unanimously.
<u>Public Works & Community Development</u>	
Public Hearing – South 10 th Avenue Condemnation	At 6:13 p.m., Mayor Hodkinson opened a Public Hearing regarding the South 10 th Avenue condemnation Action: Parcel 181336-34006.

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- Action; Parcel 181336-34006 Public Works & Community Development Director Cavanaugh introduced Attorney Ken Harper. Mr. Harper gave an overview of the South 10th Avenue Condemnation Action. With no written or public testimony, Mayor Hodkinson closed the Public Hearing at 6:19 p.m.
- Ordinance No. – 3138 –
South 10th Avenue
Condemnation Action; Parcel
181336-34006 Motion by Council Member Wentz, second by Council Member Galloway, to adopt Ordinance No. – 3138 – Authorizing and providing for the condemnation of land and real property interests required for the construction and implementation of the 10th Avenue South #475 Bridge Replacement Project within the City of Union Gap; directing the initiation of appropriate proceedings in the manner provided by law for said condemnation; providing for severability; establishing an effective date; and other matters relating thereto. Motion carried unanimously.
- Resolution No. – 25-79 –
Drinking WA State
Revolving Fund Construction
Loan – Main Street Water
Main Improvements Motion by Council Member Wentz, second by Council Member Sewell, to approve Resolution No. – 25-79 – Authorizing submission of a Department of Health Drinking Water State Revolving Fund (DWSRF) Construction Loan application for the Main Street Water Main Improvements projects. Motion carried unanimously.
- Resolution No. – 25-80 –
HLA Professional Service
Agreement; Main Street
Pavement Preservation Motion by Council Member Wentz, second by Council Member Fredrickson, to approve Resolution No. – 25-80 – Authorizing the City Manager to negotiate a Professional Services Agreement, with HLA Engineering and Land Surveying Inc., for the 2025 National Highway System Asset Management Program (NHS) funded project – Main Street Pavement Preservation. Motion carried unanimously.
- Resolution No. – 25-81 –
Award of Bid – Street
Sweeper Motion by Council Member Dailey, second by Council Member Galloway, to approve Resolution No. – 25-81 – Accepting the lowest responsible bidder, Enviro-Clean Equipment's bid, and awarding the contract for the Street Sweeper Procurement project to Enviro-Clean Equipment. Motion carried unanimously.
- Ordinance No. - 3139 –
Amending UGMC Chapter
12.04 – Water Rates and
Regulation Motion by Council Member Dailey, second by Council Member Galloway, to adopt Ordinance No. – 3139 – relating to utility rates; modifying the monthly water service rate to be paid to the City for the provision of water services; amending sections of the Union Gap Municipal Code (UGMC) Sections 12.0; providing for severability and establishing effective dates. Motion carried unanimously.
- Resolution No. – 25-82 –

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WSDOE – Stormwater
Capacity Agreement
#WQSWCAP-2527-UniGap
00190

Motion by Council Member Wentz, second by Council Member Galloway, to approve Resolution No. – 25-82 – Authorizing the City Manager to sign Agreement, WQSWCAP-2527-UniGap-00190, with the Washington State Department of Ecology, for the 2025-2027 Biennial Stormwater Capacity Grant Program. Motion carried unanimously.

Recess to 10-Minute
Executive Session

At 6:28 p.m., Mayor Hodkinson adjourned to a 10-minute Executive Session to consider the minimum price at which real estate will be offered for sale or lease when public knowledge regarding such consideration would cause a likelihood of decreased price. However, final action selling or leasing public property shall be taken in a meeting open to the public; pursuant to RCW 42.30.110(1)c. The Council will not be taking action after the executive session. Council Members, City Manager Cobb, City Attorney Foltz, and Attorney Ken Harper attended.

Reconvened Meeting

Mayor Hodkinson reconvened the Executive Session Meeting at 6:38 p.m.

Committee Reports

Council Member Dailey informed that the Yakima Greenway is hosting a 2025 Turkey Trot at Sarg Hubbard Park on Thanksgiving morning.

Items from the Audience:

None.

City Manager Report

City Manager Cobb reported that the Association of Washington Cities (AWC) will be hosting an on-site Elective Officials Essential training on December 6th. Council Members Hodkinson, Dailey, Galloway, Wentz, Fredrickson, and Sewell express their intent to attend.

Communications/Questions/
Comments

None

Development of Next Agenda


None

Adjournment of Meeting


Mayor Hodkinson adjourned the regular meeting at 6:41 p.m.

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ATTEST:



Lynette Bisconer, City Clerk



Gregory Cobb, City Manager

6:00 P.M. – November 24, 2025

ADDRESS

[illegible]