

**UNION GAP CITY COUNCIL REGULAR MEETING**  
**UNION GAP COUNCIL CHAMBERS**  
**Union Gap, Washington**  
**November 27, 2023, Regular Meeting**  
**MINUTES**

Call to Order Mayor Hodkinson called the Regular Meeting of the Union Gap City Council to order at 6:00 p.m.

Council Members Present Council Members Sewell, Wentz, Galloway, Hansen, Schilling, and Dailey were present.

Staff Present City Manager Bounds, City Attorney Foltz, Police Chief Cobb, Fire Chief Markham, Public Works and Community Director Henne, Building Official Cavanaugh, and Finance & Administration Director Clifton were present.

Audience Present See attached list.

Pledge of Allegiance Council Member Hansen led the pledge of allegiance.

Consent Agenda Motion by Council Member Wentz, second by Council Member Dailey to approve the consent agenda as follows:

Regular Council Meeting Minutes, dated November 13, 2023, as attached to the Agenda and maintained in electronic format.

Claims Vouchers – EFT’s, and Voucher No. 107463 through 107524 for November 27, 2023, in the amount of \$249,059.37.

Motion carried unanimously.

General Items

Public Hearing

Text Amendment to Title 17; Airport Safety Overlay At 6:05 p.m. Mayor Hodkinson opened a Public Hearing regarding the Text Amendment to Title 17; Airport Safety Overlay. Yakima Valley Conference of Governments planner, Albert Miller presented a report, and gave a summary of the findings and amendments, which are consistent with the FAA, WSDOT Aviation, and the Yakima Air Terminal. One comment was received from the City of Yakima and the Air Terminal requesting that the amendments consider Appendix F of the WSDOT aviation airport land use

compatibility planning manual, and that actions taken within the ASO undergo a level of review one higher than they would have otherwise, which is addressed within sections of the Municipal Code, Section 17.09.020c. Miller stated that the Yakima Valley Conference of Governments (YVCOG), acting as planning staff for the City of Union Gap then recommends that The City of Union Gap adopt the amendments as proposed.

Council Member Schilling asked if notifications went out in English and Spanish. Public Works and Community Development Director Henne replied that he believes the publications in the paper were in English and Spanish, giving the opportunity for assistance. Miller replied that because it is a non-project action, it goes to agencies rather than individuals since it has the potential to effect the entire city. For any project that occurs within the area, that notice would go to the individuals. With no other written or oral comments, Mayor Hodkinson closed the Public Hearing at 6:12 p.m.

Shuel Rezone &  
Comprehensive Plan  
Amendment

At 6:13 p.m., Mayor Hodkinson opened a Public Hearing regarding Shuel Rezone & Comprehensive Plan Amendments. Yakima Valley Conference of Governments planner, Albert Miller gave an overview of a request to change the Land Use designation for two specific parcels from residential to commercial, and the zoning from R2 to CBD (Central Business District). One comment was received from the Department of Ecology, which noted that the applicant should be aware of potential ground water contamination, and impact on indoor air quality from tetrachloroethylene that exists in the area as a result of its proximity to the Yakima Railroad area. In conclusion the Yakima Valley Conference of Governments (YVCOG), acting as planning staff for the City of Union Gap recommends that the Union Gap City Council approve the proposed rezone subject to the condition that the applicant be notified of the potential existence and impact of tetrachloroethylene on the site.

Council Member Schilling again asked if notification was sent in English and Spanish to individuals in the area. Public Works and Community Development director Henne replied that action was taken in the 300 ft. radius, which was fairly limiting in the broadcast of the information, and that the advertisement in the newspaper met all state requirements, and gave instructions if assistance was needed to contact the city, and we would provide that assistance. Council member Hansen asked if there was a shelf life for the tetrachloroethylene. Henne replied that it has been there since the

90's and he wasn't sure if there was a shelf life for it. With no other written or oral comment, Mayor Hodkinson closed the Public Hearing at 6:19 p.m.

2024 Final Budget

At 6:20, Mayor Hodkinson opened a Public Hearing regarding the 2024 final budget. Finance and Administration Director Clifton presented a copy of the Final 2024 Budget and gave an overview. With no written or oral comment, Mayor Hodkinson closed the Public Hearing at 6:24 p.m.

Finance & Administration

Ordinance No. – 3077 –  
Adopting the 2024 Budget

Motion by Council Member Wentz, second by Council Member Galloway to adopt Ordinance No. 3077 – adopting the 2024 Budget for the City of Union Gap, Washington. Motion carried unanimously.

Ordinance No. – 3078 – 2024  
Cost-of-Living Raises for  
Non-Union Employees

Motion by Council Member Wentz, second by Council Member Galloway to adopt Ordinance No. – 3078 – authorizing a 3.0% increase in the 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 2024. Council Member Schilling asked, not for this next year, but for the following year they look at City's our size for a base to talk to our constituents about. Council Member Wentz asked when the last time was that we looked at comparables. City Manager Bounds replied that comparables are done during Union negotiations. Motion carried unanimously.

Police

Resolution No. – 23-60 –  
Traffic Safety Interagency  
Agreement

Motion by Council Member Wentz, second by Council Member Sewell to approve Resolution No. - 23-60 – authorizing the City Manager to sign an Interagency Agreement with the Washington Traffic Safety Commission, to fund High Visibility Enforcement (HVE) patrols. Motion carried unanimously.

City Manager

Resolution No. – 23-61 –  
Approving Agreement for  
Professional Services with  
Margita Dornay

Motion by Council Member Wentz, second by Council Member Galloway to approve Resolution No. – 23-61 – authorizing the City Manager to sign a new contract with Margita A. Dornay for Prosecution of Misdemeanor and Gross Misdemeanor Crimes.

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Voting on the motion – Ayes – Sewell, Wentz, Galloway, Hansen, Dailey and Hodkinson. Nays - Schilling. Motion passes.

Resolution No. 23-62 –  
Approving Agreement for  
Professional Services with  
Barry Woodard

Motion by Council Member Wentz, second by Council Member Galloway to approve Resolution No. – 23-62 – authorizing the City Manager to sign a new contract with Barry Woodard for public defence services. Motion carried unanimously.

Resolution No. 23-63 –  
YCDA – Funding Agreement  
– Airport Contribution

Motion by Council Member Wentz, second by Council Member Dailey to approve Resolution No. – 23-63 – authorizing the City Manager to sign a Funding Agreement with Yakima County development Association (YCDA) to manage the City’s contribution toward additional flights at the Yakima Airport. Motion carried unanimously.

Public Works & Community  
Development

Resolution No. – 23-64 –  
Declare Project Complete and  
Approve Acceptance –  
Regional Beltway Area  
Utilities Extension Project  
Phase 1 – HLA 22038

Motion by Council Member Wentz, second by Council Member Sewell to adopt Resolution No. – 23-64 – authorizing final acceptance and authorizing close-out to the City’s contract agreement related to the Regional Beltway Area Utilities Extension Project Phase I. Council Member Schilling asked what the landowner say about what was done. Public Works and Community development Director replied the he says it’s great, but wasn’t sure. Motion carried unanimously.

Resolution No. – 23-65 –  
Consultant Services  
Agreement – CWA

Motion by council Member Wentz, second by Council Member Sewell to approve Resolution No. – 23-65 – authorizing the City Manager to sign a consultant services agreement with CWA Consultants of Port Orchard, WA. for the 2024 calendar year. Motion carried unanimously.

Resolution No. – 23-66 –  
RH2 Engineering, Inc.  
Consultant Agreement; Main  
Street Pedestrian Crossing  
Improvements Project

Motion by Council Member Wentz, second by Council Member Galloway to approve Resolution No. – 23-66 – authorizing the City Manager to sign a Local Agency A&E Professional Services Negotiated Hourly Rate Consultant Agreement with RH2 Engineering, Inc. Motion carried unanimously.

Committee Reports

Council Member Wentz stated that he had attended the Tourism Board Budget meeting at the Convention Center, reporting that they, like everyone else are tightening their strings and digging into reserves, and that sports had been the highlight, and are making a

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profit this year.

Items from the Audience

None.

City Manager Report

City Manager Bounds distributed packets provided by the City of Yakima Manager, asking if the City of Union Gap would like to partner with them on their new aquatic center and the MLK JR. park. They are asking if the City would consider either a million dollar donation, or an annual contribution to the facilities operating costs. In return, they are offering the same residential daily rate entrance as the City of Yakima. Council Member Wentz stated that we are cutting budgets, and he understood that The City of Yakima was doing some significant cutting themselves, that it was poor timing. Council Member Schilling stated that kids were being bussed from the school near Council Member Wentz's house so the kids could go over there. Wentz replied that it would be nice if it was free, but reminded everyone that Council just raised our citizen's taxes and could not justify another increase for additional projects. Council Member Galloway stated that a \$1,000,000.00 donation is out of the question, that we are still trying to get things done around here. Council Member Dailey stated that she would like to hear the presentation even though she is hearing that the Council wouldn't be willing to contribute at this time. After further discussion, Mayor Hodkinson asked that Bounds respond to the City of Yakima to see if they would still be interested in giving their presentation, knowing that we would not be contributing.

Communications/Questions/  
Comments

None.

Development of next Agenda

None.

Adjournment of Meeting

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

ATTEST:



Sharon Bounds, City Manager



Karen Clifton, City Clerk

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

6:00 P.M. – November 27, 2023

**NAME (Please Print)**

**(Date)**

**ADDRESS**

NAME (Please Print)	(Date)	ADDRESS
<i>Helen Canatsey</i>	<i>5:25<sup>27</sup></i>	<i>Helen Canatsey Blk Tanum</i>
<i>Lidia Galloway</i>	<i>5:25</i>	<i>2711-5<sup>th</sup> St.</i>
<i>Marilyn Killern</i>	<i>27 Nov</i>	<i>Pinest</i>
<i>Benine McDonnell</i>	<i>11/27</i>	<i>Yakima</i>
<i>Mike Shuel</i>	<i>11/27</i>	<i>Yakima</i>
<i>Melinda Vargas</i>	<i>11/27</i>	<i>402 Locust St Union Gap</i>