



Sumas City Council Meeting

Sumas City Hall, 433 Cherry Street, Sumas, WA 98295

Monday, April 28, 2025, at 7:00 PM

Minutes

PRESENT

Mayor Bruce Bosch

Council Member Josh Clawson

Council Member Richard Postma

Council Member Todd Daniels

Council Member Jessica Koehler

ABSENT

Council Member Jesse Clawson

1. Opening Meeting - Pledge of Allegiance

2. Review/Correct and/or Approve Minutes

a. April 14, 2025, Draft Minutes

Councilmember Daniels made a motion to approve April 14, 2025, Minutes; Councilmember Postma seconded; all were in favor and the motion carried.

3. Old Business

a. Review of the Habitat for Humanity Three Unit Condominium CUP

Carson Cortez, City Planner, addressed the council regarding a conditional use permit ("CUP") issued August 26, 2024, to Habitat for Humanity ("applicant") for construction of a three-unit condominium at 221 Front Street and the Condition of Approval requiring the submission by the applicant of draft Governing Documents for review and preliminary approval. Staff and the city attorney reviewed a draft condominium declaration submitted by the applicant. The document had been made available for council review. The City Planner discussed the document and that preliminary approval by the City is required prior to the issuance of a building permit for the project. Jim Wright, City Attorney, stated this document contained provisions regarding the maintenance and upkeep of the building, but that ultimately maintenance and upkeep are the responsibility of the condominium owners and the provisions in the document do not assure any particular result. A letter from the applicant's attorney states that Habitat for Humanity will own the land where the proposed building will be built. It was explained that the Conditions of Approval for the CUP require the Governing Documents to be brought back in final form for further review prior to the issuance of an occupancy certificate.

Councilmember Daniels made a motion to approve the preliminary draft condominium declaration, Councilmember Postma seconded; all were in favor the motion carried.

b. Memorandum of Understanding - Partners for Rural Washington

Mayor Bosch stated the memorandum of understanding is for assisting small cities with finding grants for city projects. Jim Wright, City Attorney, would like to discuss this in executive session.

4. New Business

a. Public Works Agreement 2025 with BCV, Inc - Asphalt Crack Sealing

Sunny Aulakh, Public Works Director, stated this contract with BCV, Inc. is for our asphalt crack sealing project. The City received a TIB grant that will pay \$38,000.00 and the City will pay \$2000.00. The total contract is \$40,000.00.

Councilmember Daniels made a motion to authorize the Mayor to sign the Public Works Agreement 2025 with BCV, Inc. for Asphalt Crack Sealing, Councilmember Postma seconded; all were in favor the motion carried.

b. Sub-Recipient Agreement Whatcom County Sheriff's Office - Stonegarden

Daniel DeBruin, Chief of Police, explained the agreement for federal government funding for operation Stone-garden sub-agreement is with the Whatcom County Sheriff's Office. This program pays for extra patrol protecting the border. The maximum amount of this grant is \$25,000.00. Staff reached out to three councilmembers due to a time constraint on signing this contract for approval.

Councilmember Daniels, Postma and Josh Clawson were contacted asking for authorization for the Mayor to sign the Sub-Recipient Agreement with Whatcom County Sheriff's Office - Stone-garden. Councilmember Daniels, Postma and Josh Clawson authorized the Mayor to sign the contract with Whatcom County Sheriff's Office -Stonegarden.

5. Staff Reports

The finance committee gave an update, they have reviewed the quarterly finance report, the bank reconciliation and transferring funds within City accounts. They also reviewed the City staff credit cards confirming their credit limits. Councilmember Daniels and Postma also gave an update on the Kneuman Road Shop, they stated they had met with Sunny and went over the project, confirming the materials were on site and reviewing how the expenses went over the budget. Councilmember Daniels stated all the expenditures are accounted for, but they recommended making sure the quotes are all current, so this does not happen again. Mollie Bost, Finance Director, stated the finance committee did a report about the project and will provide it to the council members.

Public Works Director

Sunny Aulakh updated the council that Altec has given notice that they will no longer service vehicles that are older than twenty years. The digger-derrick truck and the tv truck are over twenty-five years old. Sunny has found an independent company that will annually inspect and do our dielectric testing but is concerned we may need to update these vehicles in the future.

Chief of Police

Daniel DeBruin stated if everything goes well, Josh Gimmaka will be sworn into the Sumas Police Department on May 12, 2025.

Finance Director

Mollie Bost stated the quarterly finance report is out for their review and if they have any questions to let her know. Mollie has also created a quarterly capital projects report; this will update the status of the projects.

City Clerk

1. TransMountain Emergency Response Exercise - Sumas Avenue Road Closure Request
May 07th - 7.30-2.00 pm and May 08th - 7.30-2.00 pm

Michelle Quinn requested a road closure on Sumas Avenue. The City received a request from TransMountain Emergency Response asking for a road closure on Sumas Avenue between Third and Columbia Street. The dates are May 07 & 08, 2025 from 7.30 am - 2.00 pm. Chief DeBruin explained this is a multi-agency emergency response exercise, working together on simulated events.

Councilmember Daniels made a motion to allow the TransMountain Emergency Response request to close Sumas Avenue on May 07 & 08, 2025, Councilmember Postma seconded; all were in favor the motion carried.

Mayor

Mayor Bosch thanked Sunny and the city crew for getting the community gardens all ready for the season. There are now two community gardens, one on Second Street and the other on Vancouver Street.

6. Voucher Approvals

The bills were presented for approval and payment. Check numbers 44171 through 44191 for \$37,147.65 and EFTs for \$125,874.37, Wire the amount of \$1046.54. Councilmember Postma made a motion to pay the bills, Councilmember Daniels seconded; all were in favor the motion carried.

7. Executive Session

- a. Discussion with legal counsel about legal risks of current or proposed action RWC42.30.110(1)(i)

Executive Session with legal counsel about legal risks for approximately 15 minutes back on record at 7:42 pm.

8. Return to Regular Session

Two matters were addressed for the council's consideration regarding contracts/agreements.

A proposed interlocal agreement with Whatcom County for jail facility use and services was addressed. Councilmember Daniels made a motion to authorize execution of a proposed draft of the agreement with certain revisions as recommended by the City Attorney, including the removal or deletion of provisions regarding payment of medical or other expenses for individuals arrested and held on felony charges. Councilmember Josh Clawson seconded; all were in favor the motion carried.

A proposed draft of a memorandum of understanding ("MOU") with Partners for Rural Washington, was addressed. Councilmember Daniels made a motion to authorize execution of a proposed draft of the MOU with certain revisions as recommended by the City Attorney, including revisions clarifying the document as a MOU. Councilmember Postma seconded; all were in favor the motion carried.

9. Adjournment

Councilmember Daniels made a motion to adjourn the meeting, Councilmember Josh Clawson seconded; all were favoring the motion carried.

_____, Mayor

ATTEST:

_____, City Clerk