



**CITY OF HOQUIAM
Council Meeting Minutes**

April 13, 2009

CALL TO ORDER

Mayor Durney called the meeting to order at 7:00 p.m. Councilmember Moir led the flag salute.

ROLL CALL

Those in attendance at the meeting were Mayor Durney and Councilmembers Grimnes, Grun, Haugen, Houchens, Hyde, McMillan, Moir, Pellegrini, Jones and Winkelman. Absent from the meeting were Councilmembers Dickhoff and Streifel.

COMMUNICATIONS

**Grays Harbor Tourism –
Support of Culinary
Tourism**

Ms. Barb Smith, representing Grays Harbor Tourism spoke to the Council regarding the Olympic Peninsula Loop Culinary Tourism Association. GH Tourism is asking for \$500 in support of the efforts in providing culinary information from this organization to the many tourists that visit our area. Councilmember Moir moved to approve the request for \$500 for the Culinary Association. The motion was seconded and passed by voice vote.

**Hoquiam Business
Association Interim
Executive Director**

Councilmember Winkelman introduced Alex Carlson, Alexander's Grill, who is a board member with HBA. The association has selected Alex as the interim executive director for the Business Association. Alex stated that he has contacted local businesses to see what their needs are. The next meeting of the HBA will be April 29, 2009, at Casa Mia's at 7:00 a.m. There is also an evening meeting on the 2nd Tuesday of each month at the Elks. Anyone interested in speaking with Alex concerning the HBA can reach him at 591-5146. The association will be working on putting together training seminars and other workshops and training for the business owners.

**AmeriCorps Service
Project – Coastal Animal
Rescue and Adoption**

Alyssa Wood and Candi Bosarge, Grays Harbor Community Pride AmeriCorps members, spoke to the Council regarding their upcoming service project and fundraisers for the Coastal Animal Rescue and Adoption (CARA). Their events are scheduled for April 17th and 18th, with Krispy Kreme Sales on April 17th at WalMart beginning at 8:00 a.m. and on Saturday they will have a Dog Wash at Montesano Grooming, 201 E. Marcy in Montesano and a car wash/baked food sale at the Thriftway in Montesano. CARA works closely with the Animal Control departments in both Aberdeen and Hoquiam to help with adoption and rescue of unwanted or abandoned animals and hope to build a no kill shelter in Grays Harbor.



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CONSENT AGENDA

Councilmember Hyde moved to approve the consent agenda items a through d as presented. The motion was seconded. Those items appearing on the consent agenda were as follows:

- The City Council minutes of March 23, 2009;
- The Regulatory Committee report recommending approval and payment of claim check number 66157 through 66213 in the amount of \$86,463.14; payroll check numbers 22346 through 22443 in the amount of \$459,599.22; and the US Treasury deposit in the amount of \$83,643.40;
- A request for approval of Change Order #1, request for final payment and release of retainage and bonds for Lupo Construction for work completed on the City Hall roof in the amount of \$12,305.70;
- A request for approval of Change Order #1, request for final payment and release of retainage and bonds for Lupo Construction for work completed on the Water Treatment Plant roof in the amount of \$21,311.30

The motion for approval of the Consent Agenda passed by voice vote.

OFFICERS REPORTS

**Byrne Memorial Justice
Grant – Hoquiam Police
Department**

Chief Myers presented a written request to the council for approval to apply for a Byrne Memorial Justice Assistance Grant in the amount of \$12,681.00. This grant would go towards the technology upgrades for the Police Department. One of the requirements of the Grant is that a public comment meeting be scheduled. Councilmember McMillan made a motion to authorize the application for the grant funds and to schedule the hearing for April 27, 2009. The motion was seconded and passed by voice vote

**Dangerous Dogs –
Amendment to Current
Code**

City Attorney Johnson provided a written report to the council on proposed amendments to the current codes relating to dangerous dogs. He has been working with the Police Chief and Animal Control Officer to update our ordinances to reflect new State laws and changes to the current procedures. Councilmember McMillan moved to have Mr. Johnson bring these amendments back to the council at the next regularly



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scheduled meeting. The motion was seconded and following a brief discussion, passed by voice vote.

**Updates to Personnel
Policies and Procedures –
Incidental Business
Expenses**

The Regulatory Committee had reviewed the proposed updates and recommended that the City adopt them as part of their Personnel Policies and Procedures. The three unions have received copies and no comments were made concerning the updates. Staff recommends that the Council adopt by resolution the addition of Section 11.65 to the Personnel Policies and Procedures. Councilmember Moir moved for the adoption of this recommendation. The motion was seconded and passed by voice vote.

**Right-of-Way Application
– Set Public Hearing Date**

Staff requested that Council set a public hearing date for an application for a Revocable Use Permit for use of portions of the 10th Street right-of-way. They request a hearing date of April 27th. Councilmember McMillan moved to set the hearing for April 27, 2009 at 7:00 p.m. The motion was seconded and passed by voice vote.

**MAYORS REPORTS
Arnold Building**

Mayor Durney spoke concerning the history of the Arnold Building and the original owner of the building. The current owner would like to work with the city and attempt to restore the building and keep its historic significance.

Polson Stock purchase

Mayor Durney stated he is now the proud owner of 100 shares of Polson Stock which he purchased on E-Bay!

**Council Reports
Library Board**

Councilmember McMillan stated that due to the failure of the recent bond, they will be reducing hours at the Hoquiam Library by approximately 16 hours. Mary Thornton reviewed the proposed hour changes. The Timberland Board will be meeting May 27th at 7:00 at the Montesano Library. The fee that the city pays will not be reduced. Councilmember Houchens asked if the Mayor or Mr. Shay could get involved in the decision that the board might make and let them know that the city does not support the changes.

LEGAL BUSINESS

**Resolutions
Personnel Policies and
Procedures**

A Resolution adopting amendments to the City of Hoquiam Personnel Policies and Procedures manual adding a new



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section 11.65 pertaining to the reimbursement of incidental business expenses. Councilmember McMillan moved for the approval of the resolution. The motion was seconded and passed by voice vote.

**Amended Position
Description – Water and
Street/Sewer Crew Lead**

A Resolution adopting an amended position description for the Crew Lead Worker in the Water and Street/Sewer Departments. Councilmember Pellegrini moved for the approval of the resolution. The motion was seconded and following a brief discussion, passed by voice vote.

**Opt-Out Method – State
Park Funding**

A Resolution supporting the “opt-out” method for State Park funding. Councilmember Pellegrini moved for the adoption of the resolution. The motion was seconded and following a brief discussion the motion failed by voice vote.

OTHER LEGAL

**Interlocal Cooperation
Agreement – WA State
Department of Printing**

Mr. Folkers provided information to the Council regarding a State of Washington Department of Printing Interlocal Cooperation Agreement. Councilmember McMillan moved for the approval of the agreement and the motion was seconded. Council asked questions regarding the agreement. Mr. Folkers state that the city would still get quotes from local printers and would use whichever would be most cost effective. Following a brief discussion, the motion failed by voice vote.

OLD BUSINESS

Status of 4-Day Workweek

Councilmember McMillan asked staff to report on their review of a possible 4-Day workweek. Mr. Shay stated that if it was Council’s goal to continue to provide service to the citizens 5-days per week there would not be much savings by going to a 4-Day week. The savings would be derived from electrical costs, building operation costs, etc. Salaries to the employees would remain the same. Councilmember McMillan stated he wanted staff to see if there was anyway to save money. The service to the citizens is important.

NEW BUSINESS

**Technology Improvements
and Launch of New Web-
page**

Mr. Folkers reviewed recent improvements made to the technology at city hall. Mr. Jackson has been working on our email and network systems and made some vast improvements. Also the new webpage for the city has been launched.



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Earthquake of 1949 Councilmember Hyde spoke about the 7.2 Earthquake which occurred 60 years ago.

Identify Theft Mr. Folkers briefly reviewed proposed amendments to our policies. These amendments would improve our policies regarding protection of the citizens when it comes to identify theft.

Excuse Absent Members Councilmember McMillan moved to excuse the absent members. The motion was seconded and passed by voice vote.

ADJOURNMENT Councilmember Moir moved to adjourn the meeting at 8:07 p.m. The motion was seconded and passed by voice vote.

JACK DURNEY – MAYOR

TRACY WOOD, CMC – Council Secretary