



**CITY OF HOQUIAM
Council Meeting Minutes**

June 8, 2009

CALL TO ORDER

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

ROLL CALL

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

Staff in attendance were Police Chief Jeff Myers, Fire Chief Ray Pumphrey, City Attorney Steve Johnson, City Administrator Brian Shay, Finance Director Mike Folkers and Council Secretary Tracy Wood.

COMMUNICATIONS

Hometown Sanitation

Brian Smith, Hometown Sanitation explained the new recycling program and the route changes that will take place in August. One major change will be that the customer recycle day and garbage day will be the same day.

**Officer Cody Blodgett –
Swearing In**

Chief Myers introduced Officer Cody Blodgett. Mayor Durney issued the oath of police officer and swore in Officer Blodgett as a member of the Hoquiam Police Department.

**2010 Census and
Proclamation of Support**

Ms. Toby Iverson, County Census Bureau representative, spoke to the Council regarding the Bureau's preparation for the 2010 census. Questionnaires will be sent out to each household around March 15, 2010. In the last census count approximately 60% of Grays Harbor mailed back their response. She explained the process and the importance of people answering and returning the questionnaire. The Census Bureau is asking the City for a Proclamation of Support, that the City assign a liaison, and that a committee be appointed to help with ideas on the best outreach process that will work. Mr. Folkers read a Proclamation supporting the Census Bureau. Councilmember McMillan moved for the approval of the Proclamation. The motion was seconded and passed by voice vote.

Flood Zones

Mr. Scott Weyer, 2200 Simpson Avenue, Hoquiam, spoke to the council regarding previous discussions concerning flood zones in Hoquiam. The cost of flood insurance is very high. He had understood that if the city did certain things, it might result in changes to the flood zones and reduction of flood



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insurance premiums to the homeowners. Mayor Durney and Mr. Shay explained that the Information that we have is that FEMA is not planning on coming out to redo the flood zones for another few years. The City is working on meeting other requirements at this time.

CONSENT AGENDA

Councilmember Hyde moved for the approval of items a and b on the Consent Agenda. The motion was seconded. Those items appearing on the consent agenda were as follows:

- The City Council minutes of May 11, 2009;
- The Regulatory Committee report recommending approval and payment of claim check numbers 66451 through 66673 in the amount of \$384,894.57; US Treasury Deposits in the amount of \$84,996.42 and payroll check numbers 22533 through 22621 in the amount of \$466,757.63.

The motion for approval passed by voice vote.

OFFICERS REPORTS

**Proposed Investment
Policy**

Mr. Folkers presented a proposed Investment Policy to the Council for their review. This policy has been created due to recent changes made by the Washington State Treasury requiring that all cities go from 10% to 100% collateralized for money in banks. Councilmember McMillan stated that the Regulatory Committee has been reviewing this for the past few months. They recommended minor changes which Mr. Folkers has incorporated into the draft. Staff is asking for Council to review and have this brought before the council at the next meeting by resolution.

**Award of Bid – Gable Park
Fencing**

Mr. Folkers stated that a call for bids was issued for new backstops and outfield fencing at Gable Field. Four bids were received and opened on May 21, 2009. Bidders were RC Fence - \$22,201.50; Paul LaDue - \$24,042/60; Quality Fence - \$25,728.53 and Summit Fence - \$32,800.00. Staff is asking for Council authorization to award the bid to RC Fence as the apparent low bidder. Councilmember McMillan moved to award the bid to RC Fence and authorize the Mayor to sign any necessary paperwork. The motion was seconded and following a request for staff to update council on the project, the motion passed by voice vote.



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**Communications
Elton Bennett Art
Donation**

Ms. Barbara Bennett Parsons spoke to the council regarding her recent donation to the City of several of her fathers art work. Mr. Bennett lived in the City of Hoquiam for 69 years. He would be proud to have his art hanging in City Hall. One of her goals is to disperse his work throughout the area he lived in. It was meant for people to enjoy and to be seen.

Public Market

Ms. Bennett-Parsons is also the manage of the Grays Harbor Market. The market has been a presence in Hoquiam for over 20 years. The market wants to work closely with the City and other groups for special events, etc. She is also sending out an email update on things happening at the market and if the Council is interested they should contact her to get their names added to the email list.

Councilmember Grun asked how many different prints Mr. Bennett had. Barbara stated that there were 178 specific titles and within each title there are different variations.

**Bid Opening – Road
Grader**

Road Grader Bids were opened on June 4, 2009. Two bids were received – Clyde West in the amount of \$107,758.50 and Modern Machinery in the amount of \$119,070.44. Staff recommends that Council authorize award of the bid to Clyde West as the apparent low bidder. Councilmember Moir moved to award the bid to Clyde West as the apparent low bidder and authorize the Mayor to sign the necessary paperwork. The motion was seconded and following a brief discussion, passed by voice vote.

**Personnel Policy –
Electronic Media**

Mr. Folkers provided background information on the proposed addition to the Personnel Policy and Procedures Manual concerning Electronic Media. Councilmember McMillan moved for approval of the adoption of the policy change. The motion was seconded. Following a brief discussion, the motion passed by voice vote.

**Set Hearing Date – 6 Year
TIP**

Staff requested that Council set a public hearing date of June 22, 2009, for the Six-Year Transportation Improvement Plan. The hearing will be held at 7:00 p.m. Councilmember McMillan moved to set hearing date as requested. The motion was seconded and passed by voice vote.



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Biosolids Project Update

Mr. Shay provided an update to the Council regarding the Biosolids Project. Staff anticipates that the city will receive a \$9,400,000 loan from Rural Development to complete the permitting, design, construction and contract management for the project. Councilmember McMillan moved to authorize acceptance of the loan and sign the necessary agreement. The motion was seconded. Mr. Shay explained the process of the loan. The City anticipates the total project cost to be \$9.4 million which will be paid back in 40 years. Mr. Shay also reviewed other grants that were applied for but not granted to the city. The City has been told that until the sewer rates are raised we will probably not qualify. Our sewer rates are currently at approximately \$20-25 roughly; the average is \$50 for cities the same size. The motion to accept the grant and sign all necessary paperwork passed by voice vote.

MAYOR REPORTS

Mayor Durney spoke briefly about Hoquiam. He stated that we are historic, honored and hip! Citizens have taken good care of our public facilities. The history of Hoquiam is important. The Governor recently honored the city with an Award as a Smart City for our Comprehensive Plan, the historic preservation ordinance and Hometown Hoquiam project. The Train Station was honored for outstanding achievement and design by CTED. Key facts in getting these awards are the involvement of the public, the willingness of the Council to fund things that need to be done. Another honor recently received is the Distinguished Budget Presentation Award. Hoquiam is hip because we now have our own facebook page!

COUNCIL REPORTS

Library

Councilmember McMillan reported that he is still working on trying to maintain our Library hours.

**Resignation –
Councilmember Streifel**

Councilmember Striefel announced her resignation effective tonight as she is moving out of her ward. Mayor Durney thanked her for her service.

**Economic Development
Council**

Councilmember Moir stated that there have been recent changes to the leadership at EDC. Any ideas are welcome for upcoming projects or direction.



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Cemetery

Councilmember Grun commended staff on the condition of the Cemetery and assistance to the public over the Memorial Day weekend. The Cemetery grounds look very good. Mayor Durney thanked the Community Services staff. He has received emails and calls regarding the work they have done.

**LEGAL BUSINESS
ORDINANCES**

**Public Records
Surplus Property**

An Ordinance relating to Public Records, and adding a new chapter 1.24 to the Hoquiam Municipal Code. Councilmember McMillan moved for the adoption of this ordinance. The motion was seconded. Mr. Johnson stated that the ordinance before the council sets forth the process for requests and meets the State standards. A discussion was held on the process. Councilmember Grun moved to table the ordinance until the next meeting. The motion was seconded and passed by voice vote.

RESOLUTIONS

**Register of Historic Places
– City Hall**

A Resolution listing the Hoquiam City Hall, 609 8th Street, on the Hoquiam Register of Historic Place. Councilmember McMillan moved for approval of the resolution. The motion was seconded and passed by voice vote.

**Personnel Policies and
Procedures – Electronic
Media**

A Resolution adopting amendments to the City of Hoquiam personnel Policies and Procedures Manual; adding a new Section 16.0, pertaining to the use of electronic media by City Employees and Officials. Councilmember McMillan moved for adoption of the resolution. The motion was seconded and passed by voice vote.

OTHER LEGAL

**Road Use Agreement –
Green Crow**

Staff presented Council with a Road Use Agreement between the City and Green Crow for use of roads to access sales. Councilmember Moir moved to authorize the Mayor to sign the agreement. The motion was seconded and passed by voice vote.

NEW BUSINESS

Sign Code

1.
Councilmember Grimnes asked Council to address changes to the sign ordinance to allow for off-site and directional signage. She moved to send this item to the planning commission for their review. The motion was seconded and passed by voice vote. Councilmember McMillan asked that this be brought back to the council within one month.



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- Cancer Relay** Councilmember Hyde stated that the Cancer Walk was a great success. He thanked the committee for their hard work.
- Excuse Absent Members** Councilmember Hyde moved to excuse the absent Councilmembers. The motion was seconded and passed by voice vote.
- Council Vacancy** Councilmember McMillan asked Council to appoint Mr. Nelson to fill the vacant council seat left from the resignation of Councilmember Haugen. Mr. Nelson was the only person who applied for this position. Staff will notify him to attend the next council meeting.
- Hoquiam Business Association** Councilmember Winkelman announced that the next evening meeting of the Hoquiam Business Association will be June 10th at the EconoLodge. The meeting begins at 5:15 p.m.
- Board Meetings** Councilmember Grun announced that there will be a Cemetery Board meeting on June 16th at City Hall at 4:30 p.m.
- Executive Session
Real Estate** Mayor Durney announced that council will recess for five-minutes after which they will convene in Executive Session for approximately ten-minutes to discuss the possible sale of property. Possible action might be taken when they reconvene in regular session.
- ADJOURNMENT** Council reconvened in regular session at 8:56 p.m. Councilmember McMillan moved to adjourn the meeting. The motion was seconded and passed by voice vote.

JACK DURNEY – MAYOR

TRACY WOOD, CMC – Council Secretary