



**CITY OF HOQUIAM
Council Meeting Minutes**

March 14, 2011

CALL TO ORDER

Mayor Durney called the meeting to order at 7:00 p.m. Police Chief Jeff Myers led the flag salute. Mayor Durney asked for a moment of silence for those affected by the devastation of the recent earthquake and tsunami in Japan.

ROLL CALL

In attendance at the meeting were Mayor Durney and Councilmembers Swope, Dickhoff, Grun, Wiedl, Hyde, McMillan, Moir, Nelson, Winkelman, and Carlstrom. Absent from the meeting were Councilmembers Pellegrini and Shumate.

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

CONSENT AGENDA

Councilmember Hyde moved to adopt the consent agenda items a and b as presented. The motion was seconded. Those items appearing on the consent agenda were as follows:

- The Council Minutes of February 28, 2011;
- The Regulatory Committee report recommending approval and payment of claim check numbers 71604 through 71603 in the amount of \$82,022.71; and payroll check numbers 24281 through 24364 in the amount of \$482,885.34.

The motion for approval of the consent agenda items passed by voice vote.

**PROCLAMATION
Comfort Care Box Project**

Mr. Folkers read a Proclamation honoring our military personnel and declaring March, 2011 as Comfort Care Box Project month in the city of Hoquiam.

COMMITTEE REPORTS

**Public Safety Committee
Change to Parking on 8th
Street**

The Public Safety Committee made a recommendation that the parking be limited to two-hours on 8th Street from K Street to L Street from 9:00 a.m. to 6:00 p.m. on both sides of the street. Councilmember McMillan moved to adopt the committee report. The motion was seconded and passed by voice vote.

**Public Safety Committee
Change to Parking on
Spencer Street**

The Public Safety Committee made a recommendation that the City Attorney draft an Ordinance prohibiting parking on both the West and East sides of Spencer Street from Emerson



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Avenue to Chenault Avenue. Councilmember McMillan moved to adopt the committee report and the motion was seconded. Councilmember McMillan moved to amend the report to read Emerson to Karr. The motion was seconded and passed by voice vote. Councilmember McMillan stated that this change is requested as the current parking in that area is a safety issue with buses. There is no room for traffic to get down the street when there are parked vehicles and busses in the area. The main motion as amended passed by voice vote.

OFFICER REPORTS

**Council Meeting of March
28, 2011**

Staff requested that Council consider cancelling or changing the date of the March 28, 2011 Regular Council Meeting. Several staff people will be away from the city during that week. Councilmember McMillan moved to cancel the March 28th meeting. The motion was seconded. It was noted that staff will notify Council if it is necessary to meet in a special session between now and the 11th of April. The motion passed by voice vote.

Sidewalk Bids - Levee

A written report was provided to the council regarding the recent call for bids on the Levee Street sidewalk project. One bid was submitted on time from Rognlins. The bid included the base bid and 5 alternatives. Staff recommends adoption of the base bid and Alternatives 4 and 5. Councilmember Hyde moved for adoption of the officer report and the motion was seconded. Following a brief discussion on the alternatives, the motion passed by voice vote.

**Engineering Services –
Skillings Connolly Levee
Sidewalk Project**

A written report was presented to the Council regarding Engineering Services for the Levee Street Sidewalk Project. Staff recommends that Council approve a contract with Skillings Connolly for a revised amount of \$111,318.62, due to increased inspections and project management required by WSDOT. Mr. Shay stated that there is adequate funding to cover the revised amount. The difference to the contract is approximately \$30,000 and Skillings Connolly will complete inspection and project management with daily monitoring and reporting on the construction activities to WSDOT. Councilmember McMillan moved for adoption of the officer report. The motion was seconded and passed by voice vote.

**Set Public Hearing Date
1115 Lincoln St.
Abatement**

Staff requested that Council set a Public Hearing Date of April 11, 2011, at 7:00 p.m. in the City Council chambers to assess abatement costs for work completed at 1115 Lincoln.



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Councilmember McMillan moved to set the hearing as requested. The motion was seconded and passed by voice vote.

**201 8th Street – Hoquiam
Register of Historic Places**

The Hoquiam Historic Commission made a recommendation to the Council that the Polson Building located at 201 8th Street be added to the Hoquiam Register of Historic Places. Councilmember Moir moved for approval of this request. The motion was seconded and passed by voice vote.

**Bio-Solids Project –
Amendment to HDR
Agreement**

A written report was provided to the Council regarding an amendment with HDR due to replacement of 2200 lineal feet of failing 24 inch sewer force main adjacent to the biosolids lagoon. Staff recommends that the Mayor be authorized to sign the amendment for the added scope of work. Councilmember McMillan moved for approval of the staff recommendation and the motion was seconded. Mr. Shay stated that we will do the design and negotiate a change order with Quigg Bros. The motion for approval passed by voice vote.

**Youth Baseball Agreement
– 2011 Baseball Season**

An agreement with Hoquiam Youth Baseball was included in the Council packet. Staff met with representatives of the organization and have agreed to a lease fee of \$3,500 for the 2011 season. Councilmember McMillan moved to authorize the Mayor to sign the agreement with Youth Baseball. The motion was seconded and passed by voice vote.

**MAYORS REPORTS
Council Visitor**

Mayor Durney recognized Dave Anderson who was in the audience and will be working with Skillings Connolly on the Levee Street Sidewalk Project.

Sounders

It is the Sounders kick-off on Tuesday and Mayor Durney encouraged everyone to wear their Sounders colors.

Relay for Life Fundraiser

Mayor Durney reminded council of the St. Patty's day lunch on Thursday, March 17th. \$5.00 for stew or corned beef and cabbage. 11:30 a.m. to 1:30 p.m. in the lobby.

Tully's

Mayor Durney encouraged everyone to stop in at Tully's. Wade Entezar is very supportive of the community and wants to be involved with the events and activities in our town. Stop in and show him your support.

Relay for Life Fundraiser

The Employee Cookbook is available for sale for \$10.00 each. All of the money raised will go to the Employee Relay for Life fundraising efforts.



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**Oral Boards – Police
Department**

The Police Department extended their thanks to the Council president and staff for their assistance with the Oral Boards.

St. Patty’s Day Run

The St. Patty’s Day run was very successful! Almost 100 people participated in the race which was held on Saturday.

**LEGAL BUSINESS
ORDINANCES**

**Ballot Measure – Fire
Apparatus**

An Ordinance of the City of Hoquiam, Washington, providing for the submission to the qualified electors of the City at an election to be held on May 17, 2011, of a proposition authorizing the City to issue its general obligation bonds in the principal amount of not to exceed \$1,100,000, to finance the purchase of a new aerial firefighting apparatus. Councilmember Hyde moved to adopt the ordinance and submit this to the voters in May. The motion was seconded and passed by unanimous roll call vote.

RESOLUTIONS

**Revolving Loan Fund -
Neighborworks**

A Resolution authorizing Aberdeen Neighborhood Housing Service, dba NeighborWorks of Grays Harbor to create and administer a City of Hoquiam NSPI Revolving Loan Fund for NSPI #08-F-6401-006 grant funds and program income. Councilmember Moir moved for adoption of the resolution. The motion was seconded and following a brief discussion, the motion passed by voice vote.

OTHER LEGAL

**Street Lundgren & Foster
– Sr. Center Improvements**

A copy of an agreement with Street Lundgren & Foster Architects was provided to the Council. This agreement would include developing a design plan for a new façade and interior insulation at the old Sr. Center Building. Councilmember Moir moved for approval of the agreement. The motion was seconded and following a brief discussion, passed by voice vote.

**Easement – GHPUD
Ramer Street**

A request has been received from Grays Harbor PUD for approval of an easement to allow the PUD to place approximately 180 feet of underground facilities on the west end of Ramer Street. Councilmember McMillan moved for approval of the easement. The motion was seconded and passed by voice vote.

**HDR Engineering –
Amendment to Biosolids
Project Agreement**

Staff requested council approval for an amendment to the HDR Engineering Agreement for the Biosolids Project. This amendment is due to the replacement of 2200 lineal feet of



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failing sewer main and will increase the original agreement by approximately \$30,000 Councilmember Dickhoff moved to approve the amendment and to authorize the Mayor to sign. The motion was seconded and passed by voice vote.

**Skillings Connolly Levee
Street Sidewalk Agreement**

An Officers Report was presented earlier in the meeting for an amendment to the agreement with Skillings-Connolly due to added work from the removal of the rail tracks. Staff had recommended approval of the amendment and asked that Council authorize the Mayor to sign the amendment. Councilmember Hyde moved to approve the amendment and authorize the Mayor to sign. The motion was seconded and passed by voice vote.

OLD BUSINESS

**Tsunami Evacuation Maps
and Tsunami Readiness**

Tsunami evacuation maps are available for the staff and public. The City is currently working to become Tsunami ready. Staff has been working with the State and Emergency Management to get signage, educate the public, etc. A Tsunami ready workshop will be hosted by the City in the near future.

NEW BUSINESS

Grays Harbor Expo

Grays Harbor Expo hosted by the Chamber of Commerce will be Saturday, March 19th. The City will have a booth at the expo.

Excuse Absent Members

Councilmember Moir moved to excuse the absent members. The motion was seconded and passed by voice vote.

Adjournment

Councilmember Hyde moved to adjourn the meeting at 7:55 p.m. The motion was seconded and passed by voice vote.

JACK DURNEY – Mayor

TRACY WOOD – Council Secretary