



**CITY OF HOQUIAM
Council Meeting Minutes**

May 9, 2011

CALL TO ORDER

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

ROLL CALL

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

COMMUNICATIONS

Jona Thomas

Ms. Jona Thomas, 422 Monroe, introduced herself to the council.

Utility Billing

Mr. Randy Manley stated his opposition to the ordinance passed by Council regarding rental property utility accounts being opened in the landlord name only. He stated that he does not agree with the decision made to change billings into the landlords names. Mr. Folkers explained why this was done. He also stated many other cities require that the account be in the owner's name.

Larry Lytle

Mr. Larry Lytle stated he believes that the City does not provide all of the information on certain subjects and that sometimes he believes he is getting a snow job. He said if staff can't answer a questions just say you don't know.

CONSENT AGENDA

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

- The City Council Minutes of April 25, 2011;
- The Regulatory Committee report recommending approval and payment of claim check numbers 72063 through 72095 in the amount of \$64,879.34; and payroll check numbers 24441 through 24521 in the amount of \$490,909.46.

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



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OFFICER REPORTS

Warrant Sweep

Chief Myers provided a written report on Warrant Sweep #4 recently held in the City. Chief Myers answered questions for the council regarding the success of the Warrant Sweeps being held.

**Tree City USA – Annual
Work Plan**

The City was recently designated as a Tree City USA for the third year. One of the requirements for being certified as a tree city is that the city must adopt an annual work plan. The work plan before the Council has been reviewed and approved by the Urban Forestry Board. Staff requests that Council approve the work plan as presented. Councilmember McMillan moved to approve the plan. The motion was seconded and following a brief discussion, passed by voice vote.

**Whisler Communications
Revocable Use Permit**

Mr. Shay provided a written report to the council requesting an extension of the Revocable Use Permit with Whisler Communications for placement of their cargo trailer on city property by the Beacon Hill water tower. They are requesting a three year extension for a yearly fee of \$550.00. Councilmember Dickhoff moved for approval to grant the extension and sign any necessary documents. The motion was seconded and passed by voice vote.

MAYORS REPORTS

**Appointments to Planning
Commission and Historic
Preservation Commission**

Mayor Durney asked for Council concurrence on his re-appointment of Linda Hurd, Mervin Beyer and Jennifer Winkelman to serve on the Planning Commission. He also stated that Greg McHugh has submitted his resignation on the Historic Preservation Commission. The Mayor thanked Greg for his service to the City and asked Council to concur with the appointment of Mickey Thurman to fill this vacant position on the Historic Preservation Commission and to the reappointment of Jim Larson to the Commission. Council concurred with these appointments.

**Building Code
Effectiveness – Grading
Schedule Classification**

Mayor Durney reported the City just underwent a review of our Building Code Effectiveness Classification. He reported that the city has improved from a Class 4 to a Class 2 for one and two family residential property and the same for commercial and industrial property. He thanked the Public Works Department for their work towards improving the city classifications.

**Deputy Department Head
Positions**

Staff has been updating the Deputy Police Chief job description and during this process found that the appointment procedures



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vary for the various deputy department positions. The Mayor is requesting that a draft ordinance be referred to the Regulatory Committee which would establish the same procedures for the three deputy department positions. The Regulatory Committee will review the ordinance and make their final recommendation to the Council within the next 30 days.

New Union Established

Mayor Durney stated that the elected officials have been challenged to meet the donation of the Fire Union of \$500 to the City Relay for Life Team. He believes the officials should be recognized as their own union and requests that staff draft an ordinance for Council consideration

**Bowerman Basin
Interpretive Center**

The US Fish and Wildlife Service will be having meetings in Grays Harbor on Wednesday, May 18th at the Port. There will be discussion on the possibility of funding for the Interpretive Center at the Bowerman Basin estuary.

**Emergency Preparedness
Public Meeting**

Mayor Durney reminded Council and Citizens that there will be a Tsunami/Disaster Preparedness public meeting on May 24, 2011, at 6:00 in the City Council Chambers.

Chehalis Cooperative

Commissioner Willis has invited city representatives to attend a meeting on May 12, at 7:00 p.m., to discuss the Chehalis Cooperative Agreement. The meeting will be at the Montesano Court House.

**Completion of
Probationary Period**

Mayor Durney made a brief presentation on the service of Chief Myers and congratulated him for his successful completion of his probationary period. Also recognized were Finance Director Mike Folkers and City Administrator Brian Shay. All three will be celebrating birthdays during the month of May and were presented with a small gift and following the meeting; refreshments will be served in recognition of their birthdays.

**COUNCIL REPORTS
Social Media Marketing
Seminar**

Councilmember Winkelman stated that the HBA will be hosting a Social Media Marketing Seminar on June 15th – he will provide more details on the seminar location once these are determined.

**LEGAL BUSINESS
RESOLUTIONS
Community Services Fees**

A Resolution of the City of Hoquiam establishing a Community Services Fee Schedule. Councilmember McMillan moved for adoption of the resolution and the motion was seconded. Mr. Folkers asked that the last six items on page two be removed



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from the resolution. Councilmember Moir moved to amend the resolution to remove these items. The motion was seconded and passed by voice vote. Mr. Folkers stated that a “tiered” rental fee schedule has been added to the resolution for rental of the stadium based on type and length of usage. The main motion as amended passed by voice vote

**Chehalis Watershed
Cooperative – Opposition
to Agreement**

A Resolution of the City Council of the City of Hoquiam, Washington, expressing its opposition to the Chehalis Watershed Cooperative Agreement and to the formation of any new taxing district. Councilmember Moir moved for adoption of the resolution and the motion was seconded. Councilmember Moir provided background information on the agreement and explained why the resolution opposes the agreement. Following a brief discussion the motion passed by voice vote.

Surplus Property

A Resolution declaring certain personal property owned by the City to be surplus items pursuant to Hoquiam Municipal Code Sections 1.64.005, 1.64.010 and 1.64.020. Councilmember Dickhoff moved for the approval of the resolution. The motion was seconded and passed by voice vote.

**OTHER LEGAL
County-wide Interlocal
Agreement**

Staff requests that Council approve an Interlocal Agreement with other cities in Grays Harbor for the use of equipment, vehicles and other items of personal property. Councilmember McMillan moved for the approval of this agreement. The motion was seconded and following a brief discussion, passed by voice vote.

**Lease Agreement – Old
Senior Center Building**

Staff requests that Council approve a lease agreement between the City and Mr. Todd Faulkner for the annex portion of the old Senior Citizen Center. Mr. Faulkner will pay \$150.00 per month and the lease will be a month to month rental. Councilmember Moir moved for approval of the lease. The motion was seconded and following a brief discussion, passed by voice vote.

**NEW BUSINESS
Excuse Absent Members**

Councilmember Moir moved to excuse the 2nd Ward and 3rd Ward members and not to excuse the Ward 6 member. The motion was seconded and passed by voice vote.

6th Ward Council Position

Councilmember Moir moved that Councilmember Shumate be removed from the Council and that the Ward 6 Council position



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held by him be declared vacant. The motion was seconded and passed by voice vote.

Voting

Councilmember McMillan reminded everyone to vote by May 17th.

Relay for Life

Councilmember Hyde challenged the other Councilmembers to walk with him at the Relay for Life which will be June 4, 2011. Chief Myers stated that there will be a shuttle bus this year leaving from the old Lamb building to the track. This will hopefully eliminate some of the traffic problems they have encountered in the past.

ADJOURNMENT

Councilmember Hyde moved to adjourn the meeting at 8:00 p.m. The motion was seconded and passed by voice vote.

JACK DURNEY – Mayor

TRACY WOOD – Council Secretary