



**CITY OF HOQUIAM
Council Meeting Minutes**

January 9, 2012

CALL TO ORDER

Mayor Durney called the meeting to order at 7:00 p.m. Councilmember Nelson led the flag salute. Mr. Folkers swore Darrin Moir, Ben Winkelman, Kevin Swope, Jasmine Dickhoff, Paul McMillan, Kay Diehm and Don Smith in as Councilmembers. He also swore Mayor Durney into his seat as Mayor for the next term.

ROLL CALL

Mr. Folkers took roll call. In attendance at the meeting were Mayor Durney and Councilmembers Swope, Dickhoff, Grun, Wiedl, Smith, McMillan, Moir, Nelson, Pellegrini, Winkelman, and Diehm. Absent from the meeting was Councilmember Carlstrom.

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

COMMUNICATIONS

**Hoquiam School District
Levy**

Mike Parker, Superintendent of the Hoquiam School District spoke to the council regarding the upcoming vote for the school levy on February 14th – this will be a maintenance and operation levy. The Levy Committee is proposing that they not raise the cost of the levy. Their proposal will collect the same amount as what they collect now. The levy on the ballot is a replacement levy not a new one. Mr. Parker encouraged the councilmembers to vote and asked that they get the word out to others to vote.

Deputy Police Chief

Chief Myers introduced new Deputy Police Chief Don Wertanen. Don has been with the department for over 25 years and will be a great asset to the department as Deputy Chief.

City Issues

Mr. Dave Wilson, 1501 C St., Hoquiam. Congratulated the Councilmembers who will be serving their new terms. He also congratulated new Deputy Chief Wertanen. Mr. Wilson thanked Superintendent Parker for his work at the schools. He spoke about other issues such as the garbage rate increases and asked the council to oppose the rate increase. He is encouraged to see that our jail will be working with Aberdeen; - it has been disheartening to see it closed. He knows that the budget is tough but hopes there might be a way to get the jail reopened in the future.



**CITY OF HOQUIAM
Council Meeting Minutes**

January 9, 2012

Day Jail

Mr. Dave Forbes, 2216 Aberdeen Avenue, Hoquiam, stated he also believes the jail agreement with the City of Aberdeen will be a good thing.

PUBLIC HEARING

**1220 Washington –
Assessment of Abatement
Costs**

Councilmember McMillan moved to open the hearing to assess abatement costs for work done to abate dangerous building(s) at 1220 Washington Avenue at 7:24 p.m. Mr. Shay explained that 1220 Washington was abated by the City and the building has been demolished. The total cost for the abatement process \$11,023.75. Following no further discussion, Councilmember McMillan moved to close the hearing at 7:26 p.m.; the motion was seconded and passed by voice vote.

**3123 Sumner Avenue –
Assessment of Abatement
Costs**

Councilmember McMillan moved to open the hearing to assess abatement costs for work done to abate dangerous building(s) at 3123 Sumner Avenue at 7:27 p.m. The motion was seconded and passed by voice vote. Mr. Shay explained that the City abated the property which had sustained a fire and the City crews demolished the building. Total cost of the abatement was \$9,020.83. By utilizing the City crews the city saved approximately \$2,000 in abatement costs. 1220 Washington was abated by the City and the building has been demolished. The total cost for the abatement process \$11,023.75. Following no further discussion, Councilmember McMillan moved to close the hearing at 7:28 p.m. The motion was seconded and passed by voice vote.

CONSENT AGENDA

Councilmember McMillan moved to approve items a through c on the Consent Agenda as presented. The motion was seconded. Those items appearing on the consent agenda were as follows:

- The City Council Minutes of December 12, 2011;
- The Regulatory Committee report recommending approval and payment of claim check numbers 73653 through 73879 in the amount of \$426,258.52; ACH deposits in the amount of \$287,376.20; EFT deposits in the amount of \$158,108.07; and payroll check numbers 25111 through 25186 in the amount of \$219,328.14.
- Notice from Hometown Sanitation on planned Garbage Rate Increases for 2012

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



**CITY OF HOQUIAM
Council Meeting Minutes**

January 9, 2012

COMMITTEE REPORTS

**Public Safety Committee
Day Jail**

The Public Safety Committee made a recommendation that Council approve an agreement with the City of Aberdeen to operate a Day Jail in the Hoquiam Police Department Jail facilities. Councilmember McMillan moved for adoption of the committee recommendation and the motion was seconded. Councilmember Grun asked if the Judge was supportive of the day jail. Mr. Johnson stated that he is supportive of this. The motion to adopt the committee recommendation passed by voice vote.

**Urban Forestry Board –
Recommendation for Code
Changes**

The Urban Forestry Board made a recommendation that Council consider an amendment to the current code governing trees to allow for a 14 day comment period as well as a 14 day appeal period on the removal of trees in the City. Councilmember Moir moved to refer this recommendation to the Public Utilities Committee for review. The motion was seconded and passed by voice vote.

**Urban Forestry Board –
Recommendation for
Amendment to Code**

The Urban Forestry Board made a recommendation that Council consider an amendment to the current code governing trees to allow for removal of non-conforming trees providing the applicant funds replacement of the canopy cover in a suitable location to be approved by the City. Councilmember Moir moved to refer this to the Public Utilities Committee for their review. The motion was seconded and passed by voice vote.

OFFICER REPORTS

Ambulance Interfund Loan

Mr. Folkers reported that at the end of 2011, Council had approved an interfund load for the Ambulance budget. The loan was not necessary as the fund ended at a zero balance. He did caution that the fund ended at zero and that staff will need to work on a long term sustainable solution to this and other issues in the 2012 budget. Council asked that staff provide a comparison with other cities our size on what they spend for their ambulance service.

**Set Public Hearing Date –
CDBG Grant**

Staff requested that Council set a public hearing date to review the CDBG Grant Application for possible remodel of the Farmers Market. The hearing date will be set for January 23, 2012, at 7:00 p.m. Councilmember McMillan moved to set the hearing as requested and the motion was seconded. Mr. Shay provided some background information on the market project.



**CITY OF HOQUIAM
Council Meeting Minutes**

January 9, 2012

Councilmember Grun stated that he thinks the downtown area would benefit more from this grant. Following a brief discussion, the motion to set the hearing passed by voice vote.

**Set Public Hearing Date –
USDA Loan – Force Main
Project**

Staff requested that Council set a public hearing date to review the possible application for a USDA Loan for the Sewer Force Main project. The requested hearing date is January 23, 2012, at 7:00 p.m. Councilmember Dickhoff moved to set the hearing as requested. The motion was seconded and passed by voice vote.

Warrant Sweep #12

A written report was provided to the Council regarding the recent Warrant Sweep held within the City. This was the twelfth sweep of the year. 24 defendants were arrested and booked into jail. Bail totaling \$4,550 was collected and 27 warrants were cleared.

MAYOR'S REPORTS

**Reappointment to Building
Code Council**

Mayor Durney requested for Council concurrence on the reappointment of Matt Angelsey to the Building Code Council. Councilmember Moir moved for concurrence, the motion was seconded and passed by voice vote.

**Reappointment to Planning
Commission**

Mayor Durney requested Council concurrence on the reappointment of Dave Murnen to serve as a member on the Planning Commission. Councilmember McMillan moved for concurrence of this appointment. The motion was seconded and passed by voice vote.

**Reappointment to
Cemetery Board**

Mayor Durney requested Council concurrence on the reappointments of Hoki Moir, Iris Carter, Robert Reime and Rudy Spanich to the Cemetery Board. Councilmember Dickhoff moved for council concurrence. The motion was seconded and passed by voice vote.

**Reappointment to
Community Services Board**

Mayor Durney requested Council concurrence on the reappointment of Rick Strom to the Community Services Board. Councilmember McMillan moved for Council concurrence. The motion was seconded and passed by voice vote.

Library Board Vacancy

Mayor Durney reminded Council and the Public of a vacancy on the Library Board as Annette Moir has decided not to serve another term. If anyone is interested in serving on this board, please let him know.



**CITY OF HOQUIAM
Council Meeting Minutes**

January 9, 2012

New Business

Mayor Durney spoke briefly about the new business coming into Suzie's Cakes. It is called the Recipe Box.

Mayor Durney also stated that Britta Folden will be opening a fabric shop in the McHughes building with her mother.

2011 Accomplishments

Mayor Durney provided an overview of the 2011 accomplishments to the Council. He encouraged Councilmembers to develop expertise on some facet of the City. He also encouraged the Council to ask questions if they do not understand it or would like further information. He asked that they take their jobs as Councilmembers seriously, attend meetings and committee meetings, talk to staff, and be involved in the community outside of city hall. He was disappointed in the 2011 retreat attendance and hopes members will be more involved in 2012.

**COUNCIL REPORTS
Watershed Committee**

Councilmember McMillan spoke briefly regarding the Public Utilities and Watershed Committees being combined. He moved to separate the two committees, the motion was seconded. A discussion followed on why this motion is being made. There will be some harvesting, etc., this year, and the members believe the two committees should work separately. Councilmember Moir offered a friendly amendment that this be reviewed after one year. The motion to amend was seconded and passed by voice vote. The main motion to separate the Utilities and Watershed committees as amended passed by voice vote.

**LEGAL BUSINESS
RESOLUTIONS**

Cemetery Fee Schedule

A Resolution establishing a Cemetery Fee Schedule. Councilmember Moir moved for adoption of the resolution. The motion was seconded. Mr. Folkers explained that these changes are due to an IRS determination that we no longer need to charge sales tax on certain services we provide at the Cemetery. He also requested that on page two of the Resolution before Council, the under Other Setting Options, the "plus tax" also be removed. The motion for approval passed by voice vote.

**Assessing Abatement Costs
1220 Washington**

A Resolution confirming the report of the Building Department specifying the work done and the itemized and total cost of the work done to demolish and abate the building located at 1220 Washington Avenue, Hoquiam, Washington; and ordering that the total charge shall be the amount of \$11,025.73; and further



**CITY OF HOQUIAM
Council Meeting Minutes**

January 9, 2012

ordering that the charge shall be assessed against the property and recorded on the assessment roll of Grays Harbor County. Councilmember McMillan moved for adoption of the Resolution. The motion was seconded and passed by voice vote.

**Assessing Abatement Costs
3123 Sumner**

A Resolution confirming the report of the Building Department specifying the work done and the itemized and total cost of the work done to demolish and abate the building located at 3123 Sumner Avenue, Hoquiam, Washington; and ordering that the total charge shall be the amount of \$9,020.83; and further ordering that the charge shall be assessed against the property and recorded on the assessment roll of Grays Harbor County. Councilmember Moir moved for adoption of the Resolution. The motion was seconded and passed by voice vote.

**Elks Lodge – Hoquiam
Historic Register**

A Resolution listing “The Hoquiam Elks Lodge,” 624 K Street, on the Hoquiam Register of Historic Places. Councilmember McMillan moved for adoption of the resolution and the motion was seconded. 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 McMillan moved for adoption of the resolution, the motion was seconded and passed by voice vote.

**OTHER LEGAL
Day Jail Agreement**

Council was presented with a Memorandum of Understanding between the City of Hoquiam and the City of Aberdeen for operation of a Day Jail at the Hoquiam Police Department. Councilmember McMillan moved to authorize the Mayor to sign the MOU on behalf of the City. The motion was seconded and passed by voice vote.

**NEW BUSINESS
Council Committee
Assignments**

Councilmember Moir reminded councilmembers that the Committee on Committees will be making appointments for the 2012 Council committees at the next meeting. Ms. Wood will send out the listing of committees and their descriptions. Please indicate your preferences on assignments. Also provided to the council was the listing of Mayoral appointments. Please indicate which of those you would like to be considered for.

**Election of Council
President**

Councilmembers need to elect a Council President for 2012. It can be done at the meeting tonight or at the next Council



**CITY OF HOQUIAM
Council Meeting Minutes**

January 9, 2012

meeting. Councilmember Pellegrini nominated Councilmember Winkelman. The nomination was seconded. There were no other nominations and Councilmember Winkelman was voted in as President of the Council by voice vote.

School Levy Support

Councilmember Swope moved to offer Council support of the M&O School Levy. Mr. Johnson reviewed the rules regarding such support. Council can discuss this at the next Council meeting.

Executive Session

Mayor Durney announced that Council will adjourn to Executive Session at which will last for approximately 10 minutes. Council will take a 10 minute recess and convene in executive session at 8:25 p.m. No action will be taken following the session. Real Estate and Labor Agreements will be discussed. Council will reconvene following the Executive Session in the regular meeting at which time they will move to adjourn.

ADJOURNMENT

Council reconvened in regular session at 8:57 p.m. Councilmember McMillan moved to adjourn the meeting. The motion was seconded and passed by voice vote.

JACK DURNEY – Mayor

TRACY WOOD – Council Secretary