



## **CITY COUNCIL AGENDA**

**APRIL 25, 2016**

**7:00 P.M.**

- 1. PROCLAMATION** – Arbor Day
- 2. COMMUNICATIONS**
  - a. Public Comment: This is the time for anyone wishing to speak before the council to do so.  
**PLEASE LIMIT YOUR COMMENTS TO 5 MINUTES.**
- 3. CONSENT AGENDA**
  - a. Council Minutes of March 28, 2016
  - b. Claims & Payroll
  - c. Notice of Completion of Project and Request for Approval of Acceptance and Release of Retainage & Bonds – Western Washington Construction – Police Department Jail Addition
- 4. COUNCIL ACTION/DISCUSSION**
  - a. COMMITTEE REPORTS
  - b. OFFICER REPORTS
    1. Call for Bids - Watershed Bridges
  - c. MAYOR REPORTS
  - d. COUNCIL REPORTS
- 5. LEGAL BUSINESS**
  - a. **ORDINANCES**
  - b. **RESOLUTIONS**
    1. Surplus Property
  - c. **OTHER LEGAL**
- 6. OLD BUSINESS**
- 7. NEW BUSINESS**
- 8. Public Comment:** This is the time for anyone wishing to speak before the council to do so. *The duration for public comment may have a time limit so that all interested parties may be heard. The public comment period may also be moved or continued to another portion of the meeting to facilitate city business on the agenda.*
- 9. EXECUTIVE SESSION:** To consider the acquisition, sale or lease of real estate, to discuss with the City Attorney matters relating to agency enforcement action, litigation or potential litigation, to receive and evaluate complaints or charges brought against a public officer or employee, and/or any other purpose permitted by RCW 42.30.110 (NOTE: Actual topics to be discussed will be announced at the Council meeting, as well as the estimated time when the
- 10. ADJOURN**

***If you require special accommodations during your attendance at the Council meeting please contact us at 360-538-3970 at least 48 hours in advance of the meeting***

**The Regulatory Committee will meet at 6:15 before the regular Council meeting.**

**The Public Safety and Law and Public Utilities Committee will both meet immediately following the regular Council meeting.**

# THE CITY OF HOQUIAM



## Proclamation

**A PROCLAMATION** declaring April 29, 2016 as “Arbor Day” and April, 2016 as “Arbor Month,” in the City of Hoquiam, Washington.

**WHEREAS**, In 1872, J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees; and

**WHEREAS**, this holiday, called Arbor Day, was first observed with the planting of more than one million trees in Nebraska; and

**WHEREAS**, Arbor Day is now observed throughout the nation and the world; and

**WHEREAS**, trees can reduce the erosion of our precious topsoil by wind and water, cut heating and cooling costs, moderate the temperature, clean the air, produce life-giving oxygen, and provide habitat for wildlife; and

**WHEREAS**, trees are a renewable resource giving us paper, wood for our homes, fuel for our fires and countless other wood products; and

**WHEREAS**, trees in our city increase property values, enhance the economic vitality of business areas, and beautify our community; and

**WHEREAS**, trees wherever they are planted, are a source of joy and spiritual renewal,

**NOW, THEREFORE**, I, Jasmine Dickhoff, Mayor of the City of Hoquiam do hereby proclaim April 29, 2016, as

### ***ARBOR DAY***

and April, 2016, as

### ***ARBOR MONTH***

in the City of Hoquiam, and I urge all citizens to join me in this special observance and to support efforts to protect our trees and woodlands and to plant trees to gladden the heart and promote the well-being of this and future generations.

Sign this \_\_\_\_ day of \_\_\_\_\_, 2016.

---

Jasmine Dickhoff – Mayor

**CITY OF HOQUIAM**  
**Council Meeting Minutes**

---

**March 28, 2016**

**CALL TO ORDER** City Attorney Steve Johnson led the flag salute and Mayor Dickhoff called the meeting to order.

**ROLL CALL** In attendance at the meeting were Mayor Dickhoff and Councilmembers Anderson, Carlstrom, Grun, Livingston, Nelson, Pellegrini, Simera, Swope, Wilson and Winkelman. Absent from the meeting was Councilmember Pennant.

**COMMUNICATIONS**

New Animal Control Officer Chief Myers introduced Tom Taylor, the new Animal Control Officer. Tim will be providing animal control and code compliance services for the city.

Firefighter/Paramedic Chief Dean introduced Joe McCabe, the newest Firefighter/Paramedic for the City. Joe started with the city in March. .

E-Verify Bill Wieland, 600 Washington Court, stated his opposition to the E-Verify requirement on contractors currently required by the City. This requirement was put into effect by the Federal Government and it is not the law of the land. The City is paying a significant amount of increased costs due to this requirement.

E-Verify Dave Forbes, 2216 Aberdeen Avenue, stated his support of E-Verify. It is not expensive for the contractor to participate. If the City is not going to require e-verify then we need some kind of system in place to make sure that the contractors are using legal workers.

E-Verify Robin Barkholm 2939 Sumner Avenue, heard a lot of good arguments for both sides regarding the E-Verify program. She feels the City should be using local contractors from our area and that the City could look at a dollar limit on which contracts/contractors are required to follow E-Verify.

E-Verify Pat Muhlouser, 2631 Queets, stated her support for the E-Verify program.

E-Verify County Commissioner Frank Gordon, stated that L&I will provide information on every contractor that submits bids or works for the City. They are required to obtain a license through the State.

**CONSENT AGENDA** Councilmember Grun moved to support consent agenda items a and b as presented and the motion was seconded. Those items appearing on the consent agenda were as follows:

**CITY OF HOQUIAM**  
**Council Meeting Minutes**

---

**March 28, 2016**

- The City Council Minutes of March 14, 2016;
- The Regulatory Committee Report recommending approval and payment of claim check numbers 83921 through 84283 for \$ \$1,264,943.62.

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

**OFFICER REPORTS**

**WWTP SCADA Bids**

Mr. Shay provided a written report to the Council regarding the WWTP SCADA System Bids. One bid was received from Coast Controls and Automation, Inc. out of Elma for \$56,258.50. Staff recommends that Council approve the bid and authorize the Mayor to sign any necessary documents. Councilmember Pellegrini moved to approve the contract and award the bid. The motion was seconded. Following a brief background discussion on the condition of the old equipment and the company, the motion to approve passed by voice vote.

**TIMBERWORKS – Walking  
Tour**

The cities of Aberdeen and Hoquiam have begun to develop a resiliency and restoration master plan to reduce flood risk, enhance fish habitat and increase recreation and open space opportunities. There will be a walking two walking tours on Thursday, March 31<sup>st</sup> for anyone interested in attending. The Frye Creek Tour begins at 9:00 at Grays Harbor PUD and the Wilson Creek Tour will begin at 2:00 at the Rotary Log Pavilion.

**MAYOR REPORTS**

**Council Retreat**

There will be a Council Retreat on April 18, 2016 at 5:30 p.m. Staff will provide more details on the location and agenda in the near future.

**LEGAL BUSINESS**

**Resolutions**

**Rescinding E-Verify**

A Resolution repealing Resolution No. 2013-03, which established and adopted a policy requiring that public works contracts provide that all public works contractors must utilize the Federal E-Verify Program to verify that each employee of the contractor and any sub-contractor are legally authorized to be employed in the United States. Councilmember Pellegrini moved to bring the resolution off the table and the motion was seconded and passed. The motion that was tabled was to pass the resolution and rescind the e-verify requirement. Several Councilmembers stated their opposition and support of the E-Verify requirement after which the motion to support the resolution failed by a vote of 7 to 4.

**Supporting MRSC**

A Resolution of the City Council of the City of Hoquiam, Washington, expressing support for full state funding of the

**CITY OF HOQUIAM**  
**Council Meeting Minutes**

**March 28, 2016**

Municipal Research and Services Center. Councilmember Pellegrini moved to adopt the resolution and the motion was seconded. Mr. Shay provided some background information on the current funding and proposed changes by the State after which the motion to approve the Resolution passed by voice vote.

**OTHER LEGAL**

2016 Environmental  
Monitoring – Hoquiam  
Landfill

Included in the packets was a proposal from Parametrix to provide 2016 Environmental Monitoring of the Hoquiam Landfill. Total cost will be \$20,241 but does not include the laboratory analyses. Those invoices will be reviewed and forwarded to the city for payment. Councilmember Pellegrini moved for approval of the agreement with Parametrix and the motion was seconded and passed by voice vote. A brief discussion followed on how much longer the City will be required to monitor the landfill. Staff is currently working on the issue.

Council Vacancy

Angela Forkum and Jennifer Gillies both spoke to the Council regarding their interest in the Ward 6 Council position. They reviewed their qualifications and why they would like to service on the Council.

**EXECUTIVE SESSION**

Collective Bargaining  
Agreement with AFSCME and  
Vacant Ward 6 Council  
Position

A motion was made to adjourn to Executive Session to discuss the Collective Bargaining Agreement with AFSCME and to discuss the candidates that have expressed interest in the vacant Ward 6 Council position at 7:50 p.m. The session will last for approximately 20 minutes and possible action will be taken when Council comes back to order in regular session. The motion to move to executive session was seconded and passed by voice vote.

**Call to Order**

Council came back to order in regular session at 8:18 p.m.

AFSCME Collective  
Bargaining Agreement

Councilmember Pellegrini moved to approve the labor contract with AFSCME. The motion was seconded and passed by voice vote

**OLD BUSINESS**

Ward 6 Council Vacancy

Angela Forkum was chosen to fill the Council vacancy by receiving the majority of Council votes. She was sworn into office to serve as the newest Council representative for Ward 6.

**NEW BUSINESS**

Signage

Councilmember Winkelman stated that HBA will be discussing the Sign Code and providing ideas to the Planning Commission on what they feel the changes should be.

Councilmember Winkelman also stated that his building is available for the Council retreat.

**CITY OF HOQUIAM**  
**Council Meeting Minutes**

---

**March 28, 2016**

**Excuse Absent Members**

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

**COMMUNICATIONS**

Paul McMillan, 2401 Queets, stated that he believes the Council has accomplished a lot and appreciates the discussion he heard on the various items.

Bill Wieland stated that he likes the second session of public communication and appreciates the Council letting the citizens have this second opportunity.

**ADJOURN**

Councilmember Pellegrini moved to adjourn at 8:29 p.m. The motion was seconded and passed by voice vote.

---

Jasmine Dickhoff – Mayor

---

Tracy Wood – Council Secretary

# REPORT OF COMMITTEE

Date: 25-Apr-16

To the Honorable Mayor and City Council of the City of Hoquiam

We hereby recommend approval of the following:

Claims Check Numbers 82484 through 84500 for \$ \$895,455.27

ACH for \$ \$331,188.78

EFT for \$ \$179,136.95

Direct Pay (26-27) for \$ \_\_\_\_\_

Payroll Check Numbers 27784 through 27818 for \$ \$ 181,188.11

Payroll and benefits for the month of \_\_\_\_\_ be approved and issued at the proper time.

Interdepartmental transfers \_\_\_\_\_ for \$ \_\_\_\_\_

\_\_\_\_\_  
Finance Director

Regulatory Committee:

\_\_\_\_\_, Chairperson

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_



**Office of the City Administrator  
CITY OF HOQUIAM**

609 – 8<sup>th</sup> Street, Hoquiam, WA 98550  
(360) 538-3983 – FAX (360) 538-0938  
Email: [bshay@cityofhoquiam.com](mailto:bshay@cityofhoquiam.com)

---

## **Report From Officer**

DATE: April 19, 2016  
TO: Mayor Jasmine Dickhoff and Council Members  
FROM: Brian Shay, City Administrator  
SUBJECT: Hoquiam Watershed Bridges Project Bid Award

The City opened bids for the Watershed Bridges Project on April 19, 2016 and received the following three proposals which included Washington State sales tax:

Stellar J Construction	\$ 737,436.53
Rognlin's Inc. Construction	\$ 620,299.93
Quigg Brothers Inc. Construction	\$ 542, 516.93

**Recommendation:**

Staff recommends that the Council award the bid to Quigg Brothers and authorize the Mayor and staff to sign the necessary agreements.

**RESOLUTION NO. 2016 – \_\_\_**

**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.

**WHEREAS**, the Hoquiam Police Department has in its possession two firearms which have been seized and forfeited to the department or have been found and abandoned pursuant to state law, and two Kustom Falcon radar units, which the department has determined are not material to nor needed in the operations of the department or the City of Hoquiam;

**NOW THEREFORE,**

**BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF HOQUIAM, WASHINGTON, IN REGULAR MEETING DULY ASSEMBLED, AS FOLLOWS:**

**SECTION 1.** The firearms in possession of the Hoquiam Police Department, listed as follows, are hereby declared to be surplus items which are not material to nor needed in the operation of the City of Hoquiam:

Remington SportMaster, .22 Short/Long Rifle, Model 341P, Serial Number 50066.

Winchester 67A, .22 Rifle, Serial Number not found.

**SECTION 2.** The Hoquiam Police Department shall be authorized to trade the firearms listed above to a licensed firearms dealer for other firearms, equipment, ammunition, or other supplies as deemed fit by the Police Chief.

**SECTION 3.** The following personal property is hereby declared to be surplus and not material to nor needed in the operations of the Hoquiam Police Department or the City of Hoquiam:

1. Kustom Falcon radar unit, Number 9948
2. Kustom Falcon radar unit, Number 9729

**SECTION 4.** The Finance Director is hereby authorized and instructed to sell the above-described items listed in Sections 3, at public auction or by public sale on a date or dates to be set by the Finance Director. A report of said sale be submitted to the Mayor and the City Council.

**ADOPTED** by the Mayor and City Council on \_\_\_\_\_, 2016.

---

JASMINE DICKHOFF – Mayor

**ATTEST:**

---

MIKE FOLKERS – Finance Director