



## CITY COUNCIL AGENDA

MAY 9, 2016

7:00 P.M.

### 1. 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.**

### 2. CONSENT AGENDA

- a. Council Minutes of April 25, 2016
- b. Claims & Payroll

### 3. COUNCIL ACTION/DISCUSSION

#### a. COMMITTEE REPORTS

1. Public Utilities Committee – Moorage and Boat Launch Fees
2. Public Utilities Committee – Bowerman Basin Restrooms
3. Public Safety and Law Committee – Discharge of Arrows Within city Limits
4. Public Safety and Law – Marking of Police Vehicles

#### b. OFFICER REPORTS

1. Scheduling Public hearing on the Six Year Transportation Improvement Plan (STIP) for 6/13/16
2. River Crossing Bids (Will be provided at meeting)
3. Ambulance Re-chassis Bids (Will be provided at meeting)

#### c. MAYOR REPORTS

1. Shorebird Festival
2. PUD Street Light Pole Audit

#### d. COUNCIL REPORTS

### 4. LEGAL BUSINESS

#### a. ORDINANCES

1. Relating to Criminal Offenses and Discharge of Arrows
2. Relating to the Marking of Police Vehicles

#### b. RESOLUTIONS

1. Declaration of Emergency to Repair Woodlawn Sewer Line

#### c. OTHER LEGAL

### 5. OLD BUSINESS

### 6. NEW BUSINESS

7. **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.*

8. **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 session will conclude.) No action will be taken during the Executive Session.

### 9. 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*

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

**April 25, 2016**

**CALL TO ORDER**

Councilmember Pennant led the flag salute and Mayor Pro-tem called Winkelman called the meeting to order at 7:00 p.m.

**ROLL CALL**

In attendance at the meeting were Councilmembers Anderson, Carlstrom, Forkum, Livingston, Pellegrini, Pennant, Simera, Wilson and Winkelman. Absent from the meeting were Mayor Dickhoff and councilmembers Grun, Nelson and Swope.

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

**PROCLAMATION**

Arbor Day

Mr. Folkers read a proclamation declaring April 29<sup>th</sup> as Arbor Day in the City of Hoquiam and the month of April as Arbor month in the City of Hoquiam. Mr. Shay stated that in honor of Arbor Day there will be a tree planting at the corner of N and 8<sup>th</sup> at 3:30 on Friday, April 29<sup>th</sup>.

**COMMUNICATIONS**

Water Testing

Dave Forbes, 2216 Aberdeen Avenue, asked if city was testing for lead in our water system. Mr. Shay stated that we do test every year as required and that results of the tests are mailed out to the customers with their utility bill. The city actually tests for many other things besides lead and also does random testing throughout several homes and lines as well.

Film – This Changes Everything

Tammy Domike, 823 Bluff, representing Citizens for a Clean Grays Harbor, invited everyone to attend a movie that they will be showing at the 7<sup>th</sup> Street Theatre on Tuesday called This Changes Everything. It will be shown at 7:00.

**CONSENT AGENDA**

Councilmember Pellegrini moved to approve items a through c on the consent agenda and the motion was seconded. Those items appearing on the consent agenda were as follows:

- The City Council Minutes of March 28, 2016;
- The Regulatory Committee report recommending approval and payment of claim warrant numbers 82484 through 84500 in the amount of \$895,455.27; ACH and ETF deposits in the amount of \$331,188.78 and \$179,136.95 respectively; and payroll check numbers 27784 through 27818 in the amount of \$181,188.11;
- A Notice of Completion of Project and Request for Approval of Acceptance and Release of Retainage & Bonds for Western Washington Construction on the Police

Department Jail Addition

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

**OFFICER REPORTS**

Watershed Bridges

The city issued a call for bids for the Watershed Bridges Project and three proposals were submitted as follows:

- Stellar J. Construction in the amount of \$737,436.53;
- Rognlin's Inc. Construction in the amount of \$620,299.93;
- Quigg Brothers Inc. Construction in the amount of \$542,516.93;

Staff recommends that the Council award the bid to Quigg Brothers as the apparent low bidder and authorize the Mayor and Staff to sign the necessary agreements. Councilmember Pellegrini moved to approve the staff recommendation and award the bid. The motion was seconded and following a brief discussion, passed by voice vote.

**MAYORS REPORTS**

Council Retreat

Mayor Pro-tem Winkelman stated that there was good attendance at the Council retreat and thanked all of those who attended. There were also some high school students who attended and offered feedback.

Hoquiam Business  
Association

The Hoquiam Business Association will be meeting on Wednesday at the Hoquiam Grand Central, 427 7<sup>th</sup> Street, at 5:00 p.m. They will be discussing the Hoquiam Sign Ordinance, the Timberworks Project, the Active Shooter Drill that the Police will be participating in, the Cascadia Rising Drill, and available property development opportunities. They are also looking at the Levee Street boat launch Ribbon Cutting.

**COUNCIL REPORTS**

Council Retreat

Councilmember Pellegrini attended the recent Council of Governments meeting. Various funding opportunities were discussed as well as the bike and pedestrian elements of the Regional plan.

HBA Evening Forum

Councilmember Pennant stated that he appreciates the HBA scheduling an evening forum. The morning sessions are often difficult to attend.

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

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**April 25, 2016**

**LEGAL BUSINESS**

**Resolutions**

Surplus Equipment

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 Pellegrini moved to adopt the resolution. The motion was seconded and passed by voice vote.

**NEW BUSINESS**

Committee Meetings

It was again announced that the Public Safety and Law and Public Utilities Committee will meet following the meeting.

Excuse Absent Members

Councilmember Pellegrini moved to excuse absent members who notified staff, the motion was seconded and passed by voice vote.

**ADJOURN**

Councilmember Pellegrini moved to adjourn the meeting at 7:20 p.m. The motion was seconded and passed by voice vote.

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Ben Winkelman – Mayor Pro-Tem

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Tracy Wood – Council Secretary

# REPORT OF COMMITTEE

Date: 9-May-16

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

We hereby recommend approval of the following:

Claims Check Numbers 845001 through 84518 for \$ \$63,497.44

ACH for \$ \_\_\_\_\_

EFT for \$ \_\_\_\_\_

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

Payroll Check Numbers \_\_\_\_\_ through \_\_\_\_\_ for \$ \_\_\_\_\_

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

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

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

Regulatory Committee:

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

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_



# PUBLIC UTILITIES COMMITTEE REPORT

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DATE: 4/25/2016

To: Mayor Jasmine Dickhoff and City Council members

Re: Boat Launch & Moorage Rates

We your Public Utilities Committee, recommend:

The city set moorage and boat launch fees  
in accordance with the rates of the Port of Grays Harbor  
set for the Westport marina.

In addition all rules required by the Recreation  
Conservation Office shall be incorporated into the ordinance.

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## Committee Members

Denise Anderson

Denise Anderson

Kim Simera

Kim Simera

John Pellegrini

John Pellegrini

Richard Pennant

Paul A. Riccio



# PUBLIC UTILITIES COMMITTEE REPORT

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DATE: 4/25/2016

To: Mayor Jasmine Dickhoff and City Council members

Re: Restroom at Bowerman Basin

We your Public Utilities Committee, recommend:

That the city pursue public restrooms at Bowerman  
Basin through potential partners including the Port of  
Grays Harbor, U.S. Fish & Wildlife and the Audubon Society.

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## Committee Members

Denise Anderson Denise Anderson

Kim Simera Kim Simera

John Pellegrini John Pellegrini

Richard Pennant Richard Pennant



## HOQUIAM CITY COUNCIL PUBLIC SAFETY COMMITTEE REPORT

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DATED: April 25, 2016.

TO THE HONORABLE MAYOR AND  
MEMBERS OF THE CITY COUNCIL:

WE, YOUR PUBLIC SAFETY AND LAW COMMITTEE, RECOMMEND:

That the City Council adopt the attached ordinance, amending Section 5A.35.030 of the Hoquiam Municipal Code concerning the discharge of arrows from bows and cross bows within city limits..

SIGNED:

\_\_\_\_\_  
Kevin Swope, Chair

  
\_\_\_\_\_  
Brenda Carlstrom

\_\_\_\_\_  
Bill Nelson

  
\_\_\_\_\_  
Richard Pennant

SEE ATTACHED STAFF REPORT OR OTHER DOCUMENT

# DRAFT

ORDINANCE NO. 2016 – \_\_\_\_\_

AN ORDINANCE relating to criminal offenses; amending Section 5A.35.030 of the Hoquiam Municipal Code.

THE CITY COUNCIL OF THE CITY OF HOQUIAM, WASHINGTON DO ORDAIN AS FOLLOWS:

SECTION 1. Section 5A.35.030 of the Hoquiam Municipal Code is amended to read as follows:

**5A.35.030 Discharging air gun, slingshot, mechanical device, arrow.**

(1) It is unlawful to use any air gun, sling, or other mechanical contrivance, including a bow or cross bow, for the purpose of throwing any stone, metal, arrow or other missile which is apparently capable of producing bodily harm within the corporate limits of the city. This section shall not apply to the use of a bow or cross bow in an indoor archery range approved by the city building department.

(2) Violation of this section is a misdemeanor.

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

\_\_\_\_\_  
JASMINE DICKHOFF – MAYOR

ATTEST:

\_\_\_\_\_  
MIKE FOLKERS – FINANCE DIRECTOR

PUBLISHED:



## HOQUIAM CITY COUNCIL PUBLIC SAFETY COMMITTEE REPORT

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DATED: April 25, 2016.

TO THE HONORABLE MAYOR AND  
MEMBERS OF THE CITY COUNCIL:

WE, YOUR PUBLIC SAFETY AND LAW COMMITTEE, RECOMMEND:

That the City Council adopt the attached ordinance, adding a new Chapter 1.39 to the Hoquiam Municipal Code concerning the marking of Police Vehicles.

SIGNED:

\_\_\_\_\_  
Kevin Swope, Chair

Brenda J. Carlstrom  
Brenda Carlstrom

\_\_\_\_\_  
Bill Nelson

Richard Pennant  
Richard Pennant

SEE ATTACHED STAFF REPORT OR OTHER DOCUMENT

# DRAFT

ORDINANCE NO. 2016 - \_\_\_\_\_

AN ORDINANCE relating to the marking of police vehicles; adding a new Chapter 1.39 to the Hoquiam Municipal Code.

THE CITY COUNCIL OF THE CITY OF HOQUIAM, WASHINGTON DO ORDAIN AS FOLLOWS:

NEW SECTION. Section 1. A new Chapter 1.39 is added to the Hoquiam Municipal Code, to read as follows:

**Chapter 1.39**  
**Police Vehicles – Marking**

1.39.010      Police Vehicles – Marking

The marking requirements for vehicles owned or controlled by local governmental agencies provided in RCW 46.08.065 shall not apply to vehicles used by the Hoquiam Police Department for general undercover or confidential investigative purposes. Vehicles used for traffic control shall be exempted from the marking requirements at the discretion of the Chief of the Hoquiam Police Department.

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

\_\_\_\_\_  
JASMINE DICKHOFF – MAYOR

ATTEST:

\_\_\_\_\_  
MIKE FOLKERS – FINANCE DIRECTOR

PUBLISHED:

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(2) Violation of this section is a misdemeanor.

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

\_\_\_\_\_  
JASMINE DICKHOFF – MAYOR

ATTEST:

\_\_\_\_\_  
MIKE FOLKERS – FINANCE DIRECTOR

PUBLISHED:

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

\_\_\_\_\_  
JASMINE DICKHOFF – MAYOR

ATTEST:

\_\_\_\_\_  
MIKE FOLKERS – FINANCE DIRECTOR

**PUBLISHED:**

**RESOLUTION NO. 2016 – \_\_\_\_\_**

**A RESOLUTION** declaring an emergency, and waiving the bid requirements of RCW 35.23.352, and ratifying the actions of the City in repairing a break in the sewer line that crosses under the Hoquiam River to service the Woodlawn area.

**WHEREAS**, a break in the sewer line that crosses under the Hoquiam River to service the Woodlawn area of Hoquiam was discovered, requiring immediate emergency repairs to be made to prevent further discharge of sewage into the river; and

**WHEREAS**, it was essential to the health, safety and welfare of the people that immediate action be taken to repair the damaged sewer line;

**WHEREAS**, the City contracted with Advanced American Construction, Inc. and Quigg Bros, Inc., to immediately repair the sewer line without utilizing the bid procedure provided by RCW 35.23.352; and

**WHEREAS**, the City incurred charges of \$44,987.20 from Advanced American Construction, Inc., and \$47,699.16 from Quigg Bros, Inc,

**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 bid requirements of RCW 35.23.352 are hereby waived, and the action taken and the costs incurred by the City to have the repairs to the above-described sewer line immediately performed by Advanced American Construction, Inc. and Quigg Bros, Inc. is hereby ratified.

**ADOPTED** by the Mayor and City Council on May 9, 2015.

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JASMINE DICKHOFF – Mayor

**ATTEST:**

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MIKE FOLKERS – Finance Director