

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

**March 14, 2016**

**CALL TO ORDER**

Fire Chief Paul Dean led the flag salute and Mayor Dickhoff called the meeting to order at 7:00 p.m.

**ROLL CALL**

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

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

**COMMUNICATIONS**

E-Verify

Mr. Dave Forbes, 2216 Aberdeen Avenue, stated that he would like to see the council leave the e-verify in effect. If the Council does repeal it, he would like to see something else is in place to make sure the contractors use legal workers.

E-Verify

Pat Mulhouser, 2631 Queets, stated that she is in support of e-verify and does not want to see if repealed.

E-Verify and Democratic  
Caucus

Robin Moore, Monroe, Hoquiam, stated that she is also in support of e-verify. She also invited everyone to attend the democratic caucus on Saturday, March 26<sup>th</sup> at the Hoquiam High School.

E-Verify

Bill Whieland, 600 Washington Court, Hoquiam, stated that he is in support of repealing e-verify. There are 4 counties that have e-verify in effect. When you look at the State of Washington, there are only two cities that use e-verify. We are applying a tax to ourselves and the City has limited funds. Why should we be paying more money to hire these contractors?

E-Verify

Mr. Aaron Cain, Simpson Avenue, Hoquiam, stated that he hopes the council will stand on their principles.

**CONSENT AGENDA**

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

- The City Council Minutes of February 22, 2016;
- The Regulatory Committee report recommending approval and payment of claim check numbers 83910 through 83920 in the amount of \$1,151,034.53; ACH and EFT Deposits in the amount of \$330,291.89 and \$177,585.26 respectively; and payroll check numbers

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

**March 14, 2016**

---

27749 through 27783 in the amount of \$175,900.40;

- A Notice of Completion of work and Approval and Acceptance and Release of Retainage and Bonds to Rognlin's, Inc. for the N Street Paving Project.

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

**COMMITTEE REPORTS**

Public Utilities Committee

It was noted that the Public Utilities Committee did meet and review the Woodlawn Pipe Route Agreement and Wastewater Treatment Plant Upgrade agreements presented by HDR.

**OFFICER REPORTS**

Woodlawn Pipe Route Agreement

Council was provided with an agreement between the City and HDR Engineering in an amount not to exceed \$24,900 for the Woodlawn Water Pipeline Route Alternatives and Selection. Councilmember Grun moved to approve the agreement and the motion was seconded. Mr. Shay provided some background information and stated that there will be several alternatives looked at such as putting back the old crossing, connecting two dead ends that connect by 16<sup>th</sup> and Broadway or bring in a new line from Broadway. This agreement would do preliminary engineering to enable us to determine what is the quickest, least expensive and best route. Councilmember Wilson asked if the plan before was to put in a second line, Mr. Shay stated that in the Water System Plan there were three possible solutions to improve the fire flow and add the line. Hearing no further questions the motion to approve passed by voice vote.

Wastewater Treatment Upgrades

Council was provided with an agreement between the City and HDR Engineering in an amount not to exceed \$98,900 for design and construction phase services for the rehabilitation of the Wastewater Treatment Plant and rehabilitation of the existing clarifier. Councilmember Grun moved for approval of the agreement and the motion was seconded. Councilmember Grun asked for background information, Mr. Shay explained that this project is in the Wastewater Facilities Plan. This project would rehabilitate the existing clarifier at the plant and level the bottom of the tank as well as other repairs and rehabilitation of the existing facility. These improvements would give the City another 30 to 40 years of operation at the plant. The total cost of the project will probably be close to \$1,000,000. Hearing no further questions, the motion passed by voice vote.

Timber Sale Bids – Sale 2016-2

The City made a call for bids for Sale 2016-2 for an estimated 115 acre sale of mixed trees at the Hoquiam Watershed. Three

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

---

**March 14, 2016**

companies presented bids as follows: Hampton Timber - \$1,768,474.58; Sierra Pacific Industries - \$3,021,584.00 and WT Timber - \$3,239,026.60. Staff recommends that Council approve the bid and award the sale to WT Timber for the total bid of \$3,239,026.60. Councilmember Grun moved for approval of the staff recommendation and the motion was seconded and passed by voice vote.

**Pre-Commercial Thinning**

The City made a formal call for bids to pre-commercially thin approximately 392 acres on the watershed. One bidder responded as follows: Mt. St. Helens Reforestation in the amount of \$99,269.00. Staff recommends that Council accept the bid from Mt. St. Helens Reforestation. Councilmember Grun moved to approve the staff recommendation and the motion was seconded. Following a brief discussion, the motion passed by voice vote.

**Waterfront Boat Launch – 9<sup>th</sup>  
and Levee**

Mr. Shay provided a written report to the Council stating that Quigg Brother's Construction has completed all in water construction on the 9<sup>th</sup> Street boat launch and moorage. As soon as weather permits they will pave the parking and walkway which will then complete the project. The original contract totaled \$542,532.50 and several small change orders were required as well as additional taxes required by the Department of Revenue for some of the work completed, which increased the cost to \$588,922.49. Staff has received a commitment from the Washington State Recreation and Conservation Office for an additional \$78,188.00 in funding. Staff recommends that Council refer the issue of the boat launch usage fees and moorage fees and rules to the Public Utilities Committee for their review and recommendation to the Council. Staff further recommends that the Mayor be authorized to sign the amendment with RCO for the additional grant funding for this project. Councilmember Grun moved to approve the staff recommendation and the motion was seconded. Following a brief discussion the motion to approve the staff recommendation and authorize the Mayor to sign the amendment passed by voice vote.

**MAYOR REPORTS**

**Council Retreat**

Mayor Dickhoff briefly discussed the Council Retreat which is scheduled for April 18, 2016 at 5:30 p.m. No location or agenda has been set at this time but she encouraged all Councilmembers to schedule that date for the retreat.

**LEGAL BUSINESS**

**Resolutions**

**Surplus Property**

A Resolution declaring certain personal property owned by the City to be surplus items pursuant to Hoquiam Municipal Code

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

---

**March 14, 2016**

Sections 1.64.005, 1.64.010 and 1.64.020. Councilmember Grun moved for adoption of the resolution and the motion was seconded and passed by voice vote.

**Homeless Encampments**

A Resolution of the City Council of the City of Hoquiam, Washington, relating to an amendment of Title 10, pursuant to Section 10.07.140 of the Hoquiam Municipal Code, concerning the development and adoption of land use regulations and development standards for temporary homeless encampments hosted by a religious organization. Staff stated this resolution will refer the issue of Homeless Encampments to the Planning Commission who will hold an open public hearing to develop and adopt land use regulations and development standards concerning temporary homeless encampments hosted by religious organizations. Councilmember Grun moved for approval of the resolution and the motion was seconded. Following a brief discussion, it was determined that this issue had been tabled at a previous meeting. Councilmember Livingston made a motion to remove it from the table and bring it back to the floor. That motion was seconded and passed by voice vote. The main motion for approval of the resolution and referral to the Planning Commission passed by voice vote.

**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 Livingston stated that she would like to change her vote on this issue and moved that the Resolution be brought back to the floor for reconsideration. The motion was seconded and passed. Councilmember Grun moved to repeal e-verify and the motion was seconded. Councilmember Wilson moved that the resolution be stricken from the agenda but the motion failed for lack of second. Councilmember Pennant moved to suspend the rules, and that the Resolution be reconsidered. The motion to suspend the rules was seconded and passed by voice vote. Councilmember Swope moved to table the issue until more Councilmembers are in attendance. The motion table was seconded and passed by voice vote.

**LEGAL BUSINESS**

**Other**

**Interlocal Agreement with GH** Before the Council was an Interlocal Agreement for cooperation  
**County Public Hospital District** and coordination of emergency medical and related services

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

---

**March 14, 2016**

between the City and Public Hospital District No. 2. Mr. Folkers provided background information on this agreement. Councilmember Grun moved for approval of the agreement and the motion was seconded. Following a brief discussion, the motion passed by voice vote.

**Janitorial Services Contract**

Included in the Council packet was an agreement between the City and Diann Shumate, dba Diann's Details for janitorial services for City Hall, the Library and the Police Station. Staff recommends that Council approve entering into a personal services contract with Diann's Designs for these services in an amount of \$1,338.00 per month. Councilmember Grun moved to approve the agreement and the motion was seconded. Following a brief discussion, the motion for approval passed by voice vote.

**OLD BUSINESS**

**Ward 6 Council Vacancy**

Three of the five candidates who expressed interest in the Council vacancy were in attendance at the meeting. They were each asked to introduce themselves and tell the council why they believe they are qualified to fill the council vacancy.

Mr. Aaron Cain introduced himself and stated that he works well with others to make decisions and is very interested in serving the community and businesses. Ms. Miki Cabell introduced herself and stated that she believes her multi-disciplines qualify her well for the position. She works cooperatively with others, has experience in conflict resolution and would like to represent the citizens and be their voice on the Council. She is the clinical director of Family Services at the Community Action Program. Ms. Robin Barkham introduced herself and stated that her time spent with the US Dept. of Commerce has provided her with good experience in working with others and she would like to work to bring more people to our area to stay. Unfortunately, the other two candidates could not attend due to illness. Councilmember Winkelman moved to table the appointment to the vacant position until the next meeting, at which time the other two candidates could attend and introduce themselves. The motion was seconded and passed by voice vote.

**NEW BUSINESS**

**Wind Damage**

Mr. Shay stated that the railing on the dike that blew over from the wind was fixed today. There are other posts that will need to be replaced eventually.

**Buoy in River - Pier**

Councilmember Winkelman stated that the buoy that marked the piling from the 8<sup>th</sup> St. pier has moved again. Mr. Shay explained

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

---

**March 14, 2016**

that it was reset again. At this time the Coast Guard wants the piling removed, but it has not been determined who is responsible for the removal. The City has been looking into the history of the pier and it was possible that the City and railroad partnered to pay for the old bridge and the County was to maintain it. When the Riverside bridge was opened in the 70's, the Department of Resources removed middle pier and bridge – but left the two outside piers.

Shoreline Meeting                      Three Council and staff attended the Shoreline public meeting recently held. There will be more meetings scheduled.

Sidewalks                                      Councilmember Wilson stated that he has had several complaints about the safety issues with the sidewalks. He would like to see the city focus on the corridor and main roads. The City has received a \$12,000 grant for the sidewalks for this next year, but the Council needs to stay involved with the program.

Parliamentary Procedure                Staff was asked to provide information to the Council on proper parliamentary procedure and motions.

Shut-off Utilities                              Councilmember Wilson stated that a resident in his ward had their water shut-off recently. He feels there are flaws with the way the utility shut-offs are handled and would like to have staff look at the issue.

Council Size                                    Councilmember Wilson stated he would like the Council to consider reducing the size of the council from 12 to 7.

**COMMUNICATIONS**

Microphones                                    Mr. Dave Forbes 2216 Aberdeen Avenue, requested to have the recording/microphone system looked at.

Laborers                                        Mr. Bob Espisido, 400 Beacon Hill Drive, stated he recently read an article on another State hiring the homeless as laborers. Maybe the City should look into this.

E-Verify                                        Mr. Bill Whieland, 600 Washington Court, stated that one bidder on the pre-thinning contract is not good. The Council seriously needs to look at the e-verify issue. Mayor Dickhoff spoke briefly regarding the e-verify program. Mr. Whieland also stated that he supports a 12 member council.

Bid Awards                                      Ms. Robyn Barkham stated that the City needs to look at awarding bids on a local basis to support the local businesses.

**CITY OF HOQUIAM  
Council Meeting Minutes**

---

**March 14, 2016**

Excuse Absent Members

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

**ADJOURNMENT**

Councilmember Swope moved to adjourn the meeting at 8:25 p.m. The motion was seconded and passed by voice vote.

---

Jasmine Dickhoff – Mayor

---

Tracy Wood – Council Secretary

