

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

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**August 22, 2016**

**CALL TO ORDER**

Mayor Pro-Tem Winkelman called the meeting to order at 7:00 p.m. City Administrator Shay led the flag salute.

Mayor Pro-Tem Winkelman announced that Mayor Dickhoff had a healthy baby boy and will be absent tonight.

**ROLL CALL**

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

Staff in attendance were Police Chief Jeff Myers, Fire Chief Paul Dean, City Librarian Mary Thornton, City Attorney Steve Johnson, City Administrator Brian Shay, Finance Director Corrie Schmid and Council Secretary Tracy Wood.

**COMMUNICATIONS**

There were no public comments.

**CONSENT AGENDA**

Councilmember Pellegrini moved to approve items a and b 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 August 8, 2016;
- The Regulatory Committee Report recommending approval and payment of claim check numbers 85104 through 85306 in the amount of \$871,638.68; Auto pays and EFTS numbers 91 through 94 in the amount of \$45,295.15; payroll check numbers 27930 through 27970 in the amount of \$183,858.16; and ACH and EFT deposits in the amounts of \$343,101.91 and \$187,923.35 respectively.

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

**COMMITTEE REPORTS**

Historic Preservation  
Commission

Mr. John Larson, Chair of the Historic Preservation Commission, provided information to the Council on the proposed Historic District Design Guidelines that the commission has been working on over the past several months. Mr. Larson encouraged the Council to approve the guidelines as presented. Adoption of the guidelines would make it easier for businesses and owners of the buildings to find resources in the rehabilitation of their historic buildings. Mr. Larson answered questions regarding the historic district. Making a downtown district with a historic look you will

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attract tourists and new businesses. The District boundaries were set and adopted by ordinance in 2013. The Commission meets the first Wednesday of each month at 4:00 here in the council chambers. Councilmember Pellegrini moved to direct staff to create a resolution to adopt the Guidelines. The motion was seconded. The advantages of being in the historic district were briefly discussed after which the motion to draft a resolution passed by voice vote.

Friends of Olympic Stadium

Councilmember Forkum announced that the Friends of Olympic Stadium will hold their first meeting on September 12<sup>th</sup> at 5:30 p.m. in the council chambers.

**OFFICER REPORTS**

WWTP Clarifier Bids

Mr. Shay presented a written report regarding the bid opening on the WWTP Secondary Clarifier Rehabilitation Project. Three bids were received as follows: Rognlin's, Inc. \$625,285.50; Pease and Sons \$633,237.47 and McClure and sons \$695,582.00. Staff made a recommendation that council approve the bids and award the project to Rognlin's as the apparent low bidder. Councilmember Pellegrini moved to accept the bid from Rognlin's, Inc. as the apparent low bidder. The motion was seconded and following a brief discussion, the motion passed by voice vote.

Tentative Public Hearing Dates for 2017-2018 Budget

Ms. Schmid stated that the tentative Public hearing dates for the 2017-18 Budget will be September 26<sup>th</sup> and November 28<sup>th</sup>.

**MAYORS REPORTS**

Mayor Pro-tem Winkelman stated that Mayor Dickhoff wanted to thank staff and council for attending the ward meetings. She also wanted to thank them for the flowers and well wishes.

**COUNCIL REPORTS**

Washington Coastal Review Team

Councilmember Pellegrini stated that the review team has submitted their rankings and scores of all of the projects to the State for their review and determination on what will be funded. There were a total of 19 projects.

Cemetery Board and Watershed Committee

Staff will be setting up a Cemetery Board meeting possibly on September 12<sup>th</sup> at 6:00 p.m., dependent upon the availability of the Board members. Also the Watershed Committee will meet following the next regular council meeting.

Loggers Playday

The next Loggers Playday meeting will be Thursday at 7:00 at the Elks

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**LEGAL BUSINESS**

**Resolutions**

Surplus Vehicles

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 for approval of the resolution and the motion was seconded. The Resolution will surplus three vehicles, a 2010 Dodge Charger and a 2005 Ford Explorer from the Hoquiam Police Department and a 1998 Chevrolet Astro-Glide van from the Hoquiam Fire Department. Following a brief discussion, the motion to approve the resolution passed by voice vote.

**NEW BUSINESS**

Water and Wastewater  
Treatment Plants

Council requested that staff set up tours of the city facilities as they have done in the past for newer members. Councilmember Carlstrom asked that staff check with transit to see if a bus could be used for transport to the facilities.

Excuse Absent Members

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

**COMMUNICATIONS**

Council Attendance

Mr. Dave Forbes, 2216 Aberdeen Avenue, Hoquiam, asked how many council need to be in attendance at a meeting. Mr. Johnson stated that there needs to be seven members in attendance to make a quorum.

Friends of Polson Museum

Mr. John Larson, Polson Museum, stated that the Friends of Polson recently purchased two buildings west of the museum, the small house and the four-plex. They are hoping to rehabilitate the house at 1607 Riverside through Heritage funding from the State. The four-plex will continue to be rented at this time.

Cemetery Board

Mr. Bill Wieland, 600 Washington Court, asked what time the Cemetery Board will possibly meet on September 12<sup>th</sup>. At this time it is tentatively scheduled for 6:00 p.m. Cemetery meeting. September 12<sup>th</sup>.

**ADJOURN**

Councilmember Pellegrini moved to adjourn the meeting at 7:45 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

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