

CITY OF HOQUIAM
Council Meeting Minutes

May 8, 2017

CALL TO ORDER

Mayor Dickhoff called the meeting to order at 7:00 p.m. and Councilmember Nelson led the flag salute.

ROLL CALL

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

Staff in attendance were Police Chief Jeff Myers (arrived at 7:15 p.m.), Fire Chief Paul Dean, City Attorney Steve Johnson, City Librarian Mary Thornton, City Administrator Brian Shay (arrived at 7:05 p.m.), Finance Director Corri Schmid and Council Secretary Tracy Wood.

COMMUNICATIONS

HDR Presentation – Simpson Avenue Sidewalk Project

Mason Skinner, PE, HDR Engineering, made a presentation to the Council regarding the upcoming Simpson Avenue Sidewalk Project which will go from 22nd to Myrtle. ADA accessible ramps will also be installed at all corners through the grant but the City will be responsible for cross streets. The project will replace the sidewalks on the entire south side of Simpson except those that have been completed recently. The blocks from 22nd to 27th Street will be completed on the Northside. Included as part of the project is replacement of some of the waterlines. The sidewalk and curb replacements will be done with a \$575,000 TIB grant that was received and a city match of \$115,000. Surveying will begin in May and design work will begin in June. The actual construction work will begin in the summer of 2018

Hoquiam Landfill Monitoring and Closure

Lisa Gilbert, Geologist at Parametrix and Jeff Nelson, G.H. County, spoke to the Council and staff regarding the post-closure monitoring at the old Hoquiam Landfill. The monitoring has been going on since the closure in 1994. The Department of Ecology approved the closure plan in 1990 but the City has been required to obtain a solid waste closure permit each year since that time and continue monitoring and testing. In 2011 Ecology came out with a post-closure status report which provided guidelines. Mr. Nelson, Grays Harbor County Director of Environmental Health, provided some background information and answered questions for the Council. Once Ecology approves the current work plan, we can move forward with the actual closure. Mr. Shay stated that the City currently has approximately \$20,000 left in the fund and the expected cost from Parametrix is close to \$54,500. The remainder of those funds will need to come from the General Fund.

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CONSENT AGENDA

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

- The City Council Minutes of April 24, 2017;
- A Contract with Robbins Air to replace a 5 Ton heat pump.

The motion for approval passed by voice vote.

OFFICER REPORTS

Watershed Culvert Project

Mr. Shay provided a written report to the council regarding bids received for the Hoquiam Watershed culvert Replacement and Abandonment Project. Bids were opened on April 27, 2017, and were as follows:

- Schermer Construction - \$52,833.28
- Garage Brothers LLC - \$102,000.00;
- Quigg Brothers Inc. - \$116,416.00

Staff recommends that Council award the bid to Schermer Construction as the apparent low bidder. Councilmember Pellegrini moved to accept the report and award the bid to Schermer in the amount of \$52,833.28. The motion was seconded and following a brief discussion, passed by voice vote.

MAYOR REPORTS

Street Light Replacement

Mayor Dickhoff reported that the city has received word that we will receive a \$202,000 DOT grant for street light replacement.

LEGAL BUSINESS

Other

Contract with AHBL –
Shorelines Code Update

Included in the packet was a contract with AHBL to assist the City with the Shoreline master Program Update. AHBL will prepare the final version of the SMP and the final ordinance for the updated regulations. Councilmember Grun moved to accept the contract and the motion was seconded. Mr. Shay stated that Ecology notified the city that there are some unused funds that might be available. The City is currently writing an amendment to our grant to help fund this. Following a brief discussion, the motion passed by voice vote.

Simpson Avenue Sidewalk
Project

Included in the packet was a scope of work from HDR Engineering for the design, survey and PS&E development for the Simpson Avenue Sidewalk Project. Councilmember Pellegrini moved to award the contract with HDR and the motion

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was seconded. Following a brief discussion the motion passed by voice vote.

Landfill Monitoring Contract – Parametrix
Included in the packet was a scope of work with Parametrix for post closure monitoring of the Hoquiam Landfill. The total cost of the work to be performed is estimated to be \$54,582. Councilmember Pellegrini moved to accept the Scope of Work and enter into a contract with Parametrix as outlined. The motion was seconded and following a brief discussion, passed by voice vote.

Lease with Department of Licensing – Train Station
Included in the packet was a Lease with the Department of Licensing to continue to lease the Train Station at 719 8th Street. Councilmember Pellegrini moved to approve the lease agreement and the motion was seconded. Mr. Shay provided some background information regarding the maintenance and repairs that will need to be done on the building after which the motion to approve the lease passed by voice vote.

NEW BUSINESS

Cemetery Board Meeting
Councilmember Grun announced that the Cemetery Board will meet following the next council meeting on May 22nd.

Regulatory Committee Meeting
The Regulatory Committee will meet at 6:15 before the next Council meeting on May 22, 2017.

Parking of Commercial Vehicles
The issue of Commercial vehicles/busses parking in residential areas was discussed. Lincoln Street seems to be the worst area where this is occurring and there is concern that this causes a safety issue. Councilmember Carlstrom moved to refer this issue to the Public Safety Committee for their review and recommendation to the council. The motion was seconded and passed by voice vote.

Postal Service Food Drive
Councilmember Anderson reminded all that the postal service will hold their annual food drive this Saturday. Please leave your donations by your mail box.

City Property – Farmers Market
Ambulance Rate Study
Councilmember Forkum asked what the status of leasing the coffee stand at Farmers Market was. She stated that there has been concern from business owners that the city sign ordinance prohibits off premise signs. She asked if we could look at the Ordinance to allow the City to be more business friendly. She moved to refer the sign code to the Planning Commission for their review and recommendation to the Council. The motion

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was seconded and passed by voice vote. Mr. Johnson will draft a resolution for the next meeting to make this referral. Councilmember Winkelman asked that the Business Association be involved in the discussions on the Code.

OLD BUSINESS

Staff Appreciation Barbeque

Councilmember Anderson reminded council that the Staff appreciation barbeque has been typically held the Thursday before Labor Day. Due to conflicts with some of the Councilmembers she asked if there would be any opposition to moving it to the Monday before Labor Day which will fall on August 28th. Council agreed to this date.

Excuse Absent Members

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

Grant for Light Replacement

Councilmember Forkum moved to authorize the Mayor to sign any necessary agreements to receive the grant for Street Light Replacements. The motion was seconded and passed by voice vote.

COMMUNICATION

Shorebird Festival and Crude Oil

Arnie Martin, Chenault, Hoquiam, thanked the city for their involvement and help with the Shorebird Festival. He also spoke to the council again regarding the Contanda expansion permit.

EXECUTIVE SESSION

Labor Negotiations

Mayor Dickhoff announced that the Council will break for a 5 minute recess at 8:20 p.m. after which they will convene in Executive Session to discuss labor negotiations. The Executive Session will last approximately 15 minutes and no action will be taken following the session. Councilmember Pellegrini moved to adjourn to executive session following the five minute recess and the motion was seconded and passed by voice vote.

ADJOURN

Council reconvened in regular session at 8:32 p.m. Councilmember Pellegrini moved to adjourn the meeting and the motion was seconded and passed by voice vote.

Jasmine Dickhoff – Mayor

Tracy Wood – Council Secretary

