

CITY OF HOQUIAM
Council Meeting Minutes

November 9, 2015

CALL TO ORDER

City Administrator Brian Shay led the flag salute after which Mayor Durney called the meeting to order at 7:01 p.m.

ROLL CALL

In attendance at the meeting were Mayor Durney and Councilmembers Anderson, Dickhoff, Diehm, Grun, McMillan, Pellegrini, Pennant, Simera, Swope, Tibbetts and Winkelman. Absent from the meeting was Councilmember Nelson.

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

PUBLIC HEARING
2016 Revenues

Councilmember McMillan moved to open the hearing at 7:02 p.m. The motion was seconded and passed by voice vote. Mr. Folkers provided information on projected 2016 Revenues. He reviewed the tax levies and reminded Council and the citizens that Ordinances and Resolutions on the Tax levies, Supplemental Budget, the General Levy and the EMS Levy will be before the council at the next meeting. Councilmember McMillan moved to close the public hearing at 7:15 p.m. The motion was seconded and passed by voice vote.

COMMUNICATIONS
Sale of Motorcycle Shop

Mr. Scott Weyer introduced Jody Peterson, one of the new owners of Chris' Motorcycle Shop. Jody and her husband Mike are looking forward to being part of the community.

CONSENT AGENDA

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

- Council Minutes of October 26, 2015
- The Regulatory Committee report recommending approval and payment of claim check numbers 83253 through 83281 in the amount of \$29,019.17.

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

COMMITTEE REPORTS

Regulatory Committee –
Administrative Assistant
Position

The Regulatory Committee made a recommendation that the Administrative Assistant position be removed from the Administrative Benefits Policy. Councilmember McMillan moved to adopt the committee report and the motion was seconded and passed by voice vote.

OFFICER REPORTS

Chopper Pump Bids

Mr. Shay provided a written report to the council regarding the recent request for bids for two Chopper Pumps for the Wastewater Treatment Plant. Only one bid was received from PumpTech Inc., for \$57,743.70 which includes tax. Staff recommends that Council award the bid to PumpTech. Councilmember McMillan moved to award the bid and the motion was seconded. Following a brief discussion, the motion passed by voice vote.

Homeless Encampments

Mr. Johnson provided a written report to the Council regarding Homeless Encampments and the State law that allows religious organizations to host them. In order for the City to adopt regulations pertaining to these encampments, the Council would need to refer by resolution, a proposed zoning code amendment to the land use hearing examiner. Staff requests that it be referred to Public Safety Committee for their review and recommendation to the Council. Councilmember McMillan moved to send it directly to hearing examiner and the motion was seconded. Staff would need to bring back a resolution to the council at a future meeting. The motion to send the proposed zoning amendment to the land use hearing examiner was passed by voice vote.

Library Renovation

Mr. Shay provided a written report to the Council regarding the recent request for qualifications for the design and project management of the Library renovation project. Harbor Architects was the only firm to reply and staff recommends that the Council award the contract to them for a maximum amount not to exceed \$94,000. Councilmember McMillan moved to award the design and project management to Harbor Architect as recommended and the motion was seconded. Following a brief discussion on the proposed renovation, the motion to approve passed by voice vote.

Demolition of Dangerous Buildings

The City recently requested bids to demolish 3 structures damaged during the landslide last January. Five bids were received as follows: Bill Sell Trucking - \$39,321.35; Brumfield Construction - \$16,132.96; KDS Environmental - \$21,720.62; Quigg Brothers - \$23,436.00; and Rognlin's Inc. - \$21,483.00. Staff recommends that the bid be awarded to Brumfield Construction as the lowest apparent bidder. Councilmember McMillan moved to approve the staff recommendation and award the bid to Brumfield Construction. The motion was seconded and following a brief discussion, the motion passed by voice vote.

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MAYORS REPORTS

Flood Control Meeting

Mayor Durney provided a brief update on the meeting held last week with the City of Aberdeen, regarding possible improvement to flood control. If such improvements were made it would significantly help to alleviate the high costs of flood insurance for the residents in our communities. A master plan should be completed and presented at the next council meeting.

Mayor Durney stated that he met with Mayor Elect Dickhoff earlier in the day.

COUNCIL REPORTS

Mayor's Ball

Councilmember McMillan reminded the Council, staff and citizens that the 125th Anniversary Mayors Ball will be held on Saturday, November 14th at the Elks Lodge. He and Tracy both have tickets if anyone is interested in attending.

Small Business Saturday

Councilmember Winkelman reminded everyone that Small Business Saturday will be on the Saturday following Thanksgiving. He encouraged everyone to support the local small businesses who are participating.

Business Community

Councilmember Winkelman also stated that work is being done on the old Chevron station and they hope to have it open soon. The same owner will also be renovating the old Shell station across from Dominos in the near future. Tully's coffee shop will open on Thursday under new management.

LEGAL BUSINESS

Ordinances

Ambulance Charges

An Ordinance relating to charges for ambulance service; and amending Subsections (3) and (5) of Section 1.45.080 of the Hoquiam Municipal Code. Councilmember McMillan moved for adoption of the ordinance and the motion was seconded. Following a brief discussion, Mr. Folkers read the ordinance by title a second time after which the motion to approve passed by a roll call vote of 10 to 1, with Councilmember Grun voting no.

Resolutions

Administrative Assistant/Legal
Assistant Job Description

A Resolution adopting a revised position description for the position of Administrative Secretary/Legal Assistant. Councilmember McMillan moved for adoption of the resolution and the motion was seconded. Mr. Johnson explained that the application process closed today and that staff will be scheduling interviews. The motion to approve the resolution passed by voice vote.

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OTHER LEGAL

Lease Agreement – Farmers
Market Coffee Stand

Included in the packet was a Lease Agreement for the Farmers Market Coffee Stand between the City and Grammy Anne’s Espresso. Mr. Shay stated that Eagan’s Drive-in has decided not to lease the building. Councilmember McMillan moved to authorize the Mayor to sign the agreement and the motion was seconded and passed by voice vote.

NEW BUSINESS

Excuse Absent Member

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

OLD BUSINESS

Truck Route – Polk Street

Councilmember Tibbetts briefly discussed the issue with trucks using Polk Street. He suggested that the City look at using the old railroad bed for the truck route which would alleviate the problems of the trucks using Polk. He moved to have this issue referred to the Public Safety Committee for their review. The motion was seconded and passed by voice vote.

COMMUNICATIONS

Flood Issue and City
Improvements
Members

Scott Weyer, Sumner Avenue, thanked the Mayor for working on the flood issue. Any improvements that can be made to alleviate flooding will make a huge difference in attracting new businesses and residents.

Traffic Infractions

Arnie Martin, Chenault Avenue asked if infractions such as the trucks using non-designated truck route streets must occur in the officers presence. Chief Myers stated that traffic infractions must occur in the officers presence.

ADJOURNMENT

Councilmember McMillan moved to adjourn the meeting at 7:54 p.m. The motion was seconded and passed by voice vote.

JACK DURNEY – Mayor

TRACY WOOD – Council Secretary

