



**CITY OF HOQUIAM
Council Meeting Minutes**

November 28, 2016

CALL TO ORDER

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

ROLL CALL

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

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

PUBLIC HEARING

2017-18 Biennial Budget

Councilmember Pellegrini moved to open the hearing at 7:02 p.m. The motion was seconded and passed by voice vote.

Ms. Schmid stated that this is the second hearing for the 2017-18 Biennium Budget. She briefly reviewed the information provided at the previous hearing at the last Council meeting. Councilmember Grun stated that he has concerns with the ambulance budget and the proposed increase to the ambulance service fee. He also stated that he has concerns with using part of the cemetery endowment fund. There is a large amount in the budget for salaries and it does not make sense to continue to spend that amount of money for wages. The city needs to take care of the cemetery, but it might be cheaper to contract it out. He would like to see the city hire a crew to manage the cemetery maintenance. Ms. Schmid explained that the law was changed to allow for the endowment fund to be used for maintenance and operation. Councilmember Forkum stated that there are kids at school who need community service hours and it might be somewhere to get some help. Mr. Shay stated that staff has contacted the school several times with opportunities for hours and not many of the kids have taken advantage of it. Councilmember Winkelman stated that the Hoquiam Business Association had a service contract to work with the City as well as Greater Grays Harbor, Inc. He would like to see the council support those two organizations. In the past the amount of funding for those had been cut and he would like to see the city fund those at their full requests. Councilmember Wilson asked if we could use the Police Department inmates at the Cemetery. Staff stated that there would be additional costs for the supervision of the inmates which would not save any money for the Cemetery budget. Mr. Shay stated that the only way to cut



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the costs is to cut the hours that people are up there. Less maintenance, less people. Mr. Shay also spoke about the time it takes to maintain the grounds and that staff is also looking at the timeframe that maintenance will be done as well as the possibility for contracting out or using volunteers. Mayor Dickhoff reminded Council that if these are things that the Council wants to fund they will need to take them from elsewhere in the budget. There are necessities, but the city can't continue to function by providing the services for less than the costs. Councilmember Grun stated that it might be time to look at a volunteer fire department. Ms. Schmid stated that the solutions from the past have not taken care of the problems and we are worse off than we ever were. The City can't keep throwing all this money into the ambulance. We need to look at funding fundamentals. How are we spending, how are we funding, how can we solve the problems? The City will review these funds every six months and make adjustments as needed instead of at the end of the budget year.

Dru Garson, Greater Grays Harbor Inc. spoke to the Council regarding funding for their organization. He stated that they were funded at \$5750 up through 2014 and then funding was reduced to \$1200 in 2015-16; each municipality provides funding for their organization for specific duties listed in the services contract. They are again asking that the funding be increased back to the original \$5750. Greater Grays Harbor, Inc. works to recruit businesses into our areas. 60 businesses from Hoquiam are members of their organization. Mayor Dickhoff asked what the plans for Hoquiam are in the near future. Mr. Garson stated that they will continue to market the old paper mill site, the Anderson Middleton property, and continue to work with the Port.

Following no further discussion Councilmember Pellegrini moved to close the public hearing at 7:30 p.m. The motion was seconded and passed by voice vote.

COMMUNICATIONS

Port of Grays harbor

Commissioner Stan Pinnick , Executive Director Gary Nelson and Public Affairs Officer Kayla Dunlap, representing the Port of Grays Harbor were in attendance at the meeting. Ms. Dunlap provided a brief presentation and spoke about the activities of the Port in the past year. She also spoke about the Ports mission, and the projects that they have planned for the future. Following the presentation, they answered questions from the Council.



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CONSENT AGENDA

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

- The Council Minutes of November 14, 2016;
- The Regulatory Committee report recommending approval and payment of claim check numbers 85173 through 85906 in the amount of \$473,154.23; claim automatic payments and EFTS 103 through 108 in the amount of \$21,423.81; Payroll check numbers 28045 through 28079 in the amount of \$174,471.22; payroll ACH and EFT's in the amount of \$352,551.98 and \$188,138.44 respectively;
- A Request for Release of Timber Sale Bonds to WT Timber for Timber Sale 2016-02;
- A Grant for Public Defender Services through the Washington State Office of Public Defense in the amount of \$25,000;

Councilmember Grun asked a question regarding the Public Defender Grant. Mr. Shay explained that this is a competitive grant and that there was no guarantee of the award. Following no further discussion, the motion for approval of the consent agenda passed by voice vote.

COMMITTEE REPORTS

Lodging Tax Advisory
Committee 2016 Funding
Recommendations

The Lodging Tax Advisory Commission met in November and made the following 2016 funding recommendations for the Councils consideration and approval:

Friends of Olympic Stadium

Hoquiam Business
Association

- City of Hoquiam Olympic Stadium Operations and Maintenance \$10,000;
- Loggers Playday Committee, Stadium rental fees and security for Loggers Playday \$1,500;
- City of Hoquiam, fun Runs and Event Advertising \$5,000;
- 7th Street Theatre – Rack Cards/Event Advertising \$2,500
- Hoquiam Business Association, promotion and advertising \$1,500;
- Out and Proud, GH, Pride Festival promotion and advertising \$2,500;
- Santa Comes to Town, printing and advertising \$1,000;

LEGAL BUSINESS
Ordinances
Property Tax Levy

Councilmember Pellegrini moved to approve the recommendations of the LTAC for the 2016 funding as presented.



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The motion was seconded. Councilmember Anderson asked to abstain from voting as she serves as a member on one of the applicant's boards. Councilmember Winkelman also asked to abstain due to his affiliation with the HBA. Councilmember Wilson to remove the request from the Out and Proud GH. His motion died for lack of a second and the main motion passed by voice vote.

COUNCIL REPORTS

Friends of Olympic Stadium

Councilmember Forkum stated that the Friends of Olympic Stadium are waiting on their non-profit status. They will be having another meeting in December. They Would love to have more people attend the meetings.

LEGAL BUSINESS

Ordinances

Ambulance Utility Service Fee

Ms. Schmid asked that Council consider the Ambulance Utility Fee first before voting on the actual budget ordinance.

An Ordinance relating to ambulance service and public utility; increasing the monthly ambulance utility service fee; amending subsection (2) of Section 1.45.090 of the Hoquiam Municipal code; and creating an effective date. Councilmember Pellegrini moved to approve the Ordinance and the motion was seconded. Councilmember Wilson expressed his concern in the amount of the increase. Ms. Schmid explained what was looked at when the fee increase was considered. Staff can explain on the bill why the increase is necessary. This increase will cover the deficit encountered by the ambulance fund for the next 3 years. From that point we should be able to put away funding for equipment not funded by the levy that was recently passed. Councilmember Grun asked if the entire increase is necessary. Is it all or nothing? Mayor Dickhoff stated there is no fluff built into this number. Councilmember Grun stated that he doesn't feel right voting for this increase after the citizens just voted and approved the EMS levies. He moved to table the ordinance on the ambulance Utility Service Fee until the meeting of November 12th. The motion was seconded and passed by voice vote.

The 2017-2018 Budget Ordinance includes the increase as outlined in the tabled Ordinance. If that is not adopted the budget ordinance cannot be considered at this time.

Resolutions

Property Tax Levy

A Resolution of the City Council of the city of Hoquiam, Washington, declaring the need for the Housing authority of the city of Hoquiam to operate within the boundaries of the City. Councilmember Pellegrini moved to adopt the resolution and the



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motion was seconded. Mr. Shay stated that a representative from the Housing Authority was supposed to be in attendance at the meeting tonight. He stated that the Housing Authority has received funding to do some renovations at the Emerson Manor and Hoquiam Manor. This resolution is required for them to obtain and use the funds. Councilmember Wilson moved to table the resolution and his motion died for lack of a second. The main motion to approve the resolution passed by voice vote.

Refund Levy

A Resolution of the City of Hoquiam, Washington, declaring the need to recover the 2017 ad valorem tax levy over the 2016 tax levies. Councilmember Pellegrini moved for approval of the resolution. Ms. Schmid provided a brief explanation of what this resolution will do. She also stated that there is no guarantee of receiving this money, but the resolution is necessary to try and receive the funding. Following no further comment, the motion for approval of the resolution passed by voice vote.

Ambulance Interfund Loan

A Resolution authorizing fiscal 2016 temporary interfund loans. Councilmember Pellegrini moved to adopt the resolution and the motion was seconded. Ms. Schmid explained that staff is requesting an interfund loan up to \$450,000 but will only use what is necessary to fund the deficit in the Ambulance fund. The amount will come from the Equipment Rental Reserve Fund #505 to the Ambulance fund #109. The first payment on the loan will be due on June 30, 2017, and interest will begin accruing on January 1, 2017. Following a brief discussion, the motion to approve the resolution passed by voice vote.

OTHER LEGAL

Consulting Contract for the Shorelines Permit Review

Mr. Shay stated that staff is removing this item from the agenda due to a conflict between the city and the Company.

OLD BUSINESS

Passage of Equipment Tax

Councilmember Anderson moved to refer the Council Conduct and Ethics Policy to the Committee on committees for their review and recommendation and the motion was seconded. If councilmembers have ideas for the Policy they should submit them to Mr. Johnson, also MRSC has some examples on their website from other cities. The motion to refer passed by voice vote.

NEW BUSINESS

Public Safety Committee Meeting

Councilmember Swope stated that the Public Safety and law Committee meeting that was scheduled for tonight is being rescheduled to December 5th at 5:30 p.m. at the Police Department.



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- Excuse Absent members Councilmember Pellegrini moved to excuse the absent members. The motion was seconded and passed by voice vote.
- Weekend Events Councilmember Winkelman reminded Council and the citizens of the events planned for Ho Ho Hoquiam this weekend. There is a fun run, Santa Comes to Town and a cocoa stroll and the festival of trees in the evening as well as the movie at the 7th St. Theatre.
- Regulatory Committee Councilmember Grun stated that the Regulatory Committee will meet on December 12th prior to the regular council meeting.
- Shop with a Cop Mayor Dickhoff reminded everyone that the Shop with a Cop will also be taking place on Saturday.
- Grant Funding for Sidewalks on Simpson Avenue Mr. Shay announced that the City was notified that we will be receiving a \$460,000 grant to replace sidewalks on Simpson Avenue from 22nd Street to Myrtle. The city will need to match approximately \$100,000.
- North Shore Levee – Timberworks Meeting There will be a Timberworks Public Meeting on Tuesday, December 6th at 6:00 at the Rotary Log Pavilion.

COMMUNICATION

- Consultant Arnie Martin – 631 Chenault, asked a question regarding whether the City hiring a consultant to review the permits. Mr. Shay stated that the city will either hire a company to review and then have Attorney review that or possibly just hire an attorney to do all. The Company does not hire the consultant, the city does and we require the company to pay the costs for those reviews.
- Opposition to Oil Robert Ford, 1st Street, Aberdeen, asked that Council recognize what a hazard this is.
- Opposition to Oil and Separation of church and State Tammy Domike, Bluff Avenue, Hoquiam, submitted letters to the editor regarding opposition to oil. She also asked why their group was not allowed to show their video but the Port was just allowed to show one. Mayor Dickhoff said that the Port makes a presentation to the council each year. Ms. Domike also asked if there was not a separation of Church and State and asked that Councilmember Wilson adhere to this.
- Opposition to Oil Tim Karr 905 Wheeler, asked that the Council use caution when the Port says their future plans do not involve oil.
- Police Department Efforts and Sue Phillips, 750 Broadway Avenue, thanked police department



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Run-Off Water Problem on
Broadway

for efforts of Officer Taylor and Officer Wells. She also stated that the run-off water is a problem in her area. The drainage ditch needs to be cleaned.

Street Light Repair

Dave Forbes, 2216 Aberdeen Avenue, Hoquiam, thanked the City for their quick response in fixing a street light in his neighborhood.

Intersection Safety in
Tyler/Monroe Area

Kyle Pauley, KXRO, thanked City for LTAC for funding and spoke about concerns with intersection safety by the Coastal Harvest building area. He asked that the Council consider additional traffic signage in that area and provided some suggestions on which intersections he would recommend. Also there is a problem with the roadway sinking behind the 101. The roadway drops several inches in that area. There is also a tree that blocks the stop sign at Chenault and Monroe that should be trimmed back. Councilmember Forkum moved to refer these issues to the Public Safety and Law committee for their review and recommendation to the council. The motion to refer was seconded and passed by voice vote. Mr. Pauley stated if any councilmember would like to tour the Coastal Harvest building – they have scheduled a tour in December. If that date does not work for someone please get in touch with him and he will personally take you on a tour of the building.

ADJOURN

Councilmember Pellegrini moved to adjourn the meeting at 8:58 p.m. The motion was seconded and passed by voice vote.

Jasmine Dickhoff – Mayor

Tracy Wood – Council Secretary



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