

CITY OF HOQUIAM
Council Meeting Minutes

September 25, 2017

CALL TO ORDER

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

ROLL CALL

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

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

PROCLAMATION

Domestic Violence Month

Ms. Schmid read a Proclamation declaring the Month of October, 2017, Domestic Violence Awareness Month in the City of Hoquiam and inviting all to attend the Candlelight Vigil at Zelasko park on October 4, 2017.

COMMUNICATIONS

Port of Grays Harbor

Port of Grays Harbor Commissioner Stan Pinnick introduced Executive Director Gary Nelson and Public Affairs Manager Kayla Dunlap. Ms. Dunlap made a presentation to the Council regarding on-going and future projects at the Port. The Port of Grays Harbor turns 106 in December. There are 3 Port Commissioners, Stan Pinnick, Chuck Caldwell and Jack Thompson and the Port has a staff of 60 employees. Ms. Dunlap reviewed the Port leases and provided information on the various projects that have been completed, are currently on-going or are planned for the future. Mr. Nelson was available to answer any questions.

BHP Open House

Robin Moore, 1019 Monroe St., stated that she attended the open house for BHP regarding the Potash facility and asked questions regarding what types of commodities they would be able to ship.

CONSENT AGENDA

Councilmember Grun moved to approve Consent Agenda items a through d, as presented and the motion was seconded. Those items appearing on the Consent Agenda were as follows:

- The City Council Minutes of August 28, 2017;
- The Regulatory Committee Report recommending approval and payment of claim check numbers 87650 through 87837 in the amount of \$920,946.49; claim auto payment and EFT numbers 168 through 176 in the amount of \$47,108.07; payroll check numbers 28408 through 28444 in the amount of \$182,407.53; payroll ACH and EFT's in the amount of \$355,869.09 and \$197,129.47 respectively; and that payroll

and benefits for the month of October be approved and issued at the proper time.

- An Interlocal Agreement between Grays harbor County and the City of Hoquiam for a building and radio tower on Beacon Hill for emergency services communications;
- A Request for release of Timber Sale 2017-01 Bonds to Harbor Timber.

The motion to approve the Consent Agenda passed by voice vote.

COMMITTEE REPORTS

Regulatory committee
Utility Rate Increase

Councilmember Grun stated that the Regulatory Committee had discussed the yearly utility rate increase of 1.5% based on the CPI. He believes the city rates are too high. He also stated that some rate increases are set up on a yearly basis and citizens don't hear about them and he believes rate increases should be set up to come before the council.

OFFICER REPORTS

Notice of Completion – Street
Patching Project

Mr. Shay provided a written report to the Council regarding the recent Street Patching Project. The project has been completed and staff requests that the project be accepted and the City release retainage and bonds to lakeside Industries. Councilmember Pellegrini moved to accept the project and release the retainage and bonds. The motion was seconded and passed by voice vote.

Notice of Completion –
Library Roof Project

Mr. Shay provided a written report to the Council regarding the recent Library Roof Project. The project has been completed and staff recommends that Council accept the project and release any retainage and bonds to Western Washington construction. Councilmember Pellegrini moved to accept the project and release retainage and bonds. The motion was seconded and passed by voice vote.

Woodlawn Inflow and
Infiltration Project

Mr. Shay provided a written report regarding the scope and budget presented by Skillings Connolly Engineering to prepare a formal analysis and report regarding the inflow and infiltration problems within the sewer system in the Woodlawn area. Staff requests that Council authorize the mayor to sign a contract with Skillings Connolly as outlined in their scope of work. Councilmember Pellegrini moved to approve the staff recommendation and authorize the Mayor to sign the contract. The motion was seconded and passed by voice vote.

Division St. Flood Protection
Project

Mr. Shay provided a written report to the council regarding flooding issues along Division Street. Berglund Schmidt Engineering prepared a cope and budget to design improvement to

CITY OF HOQUIAM
Council Meeting Minutes

September 25, 2017

the ditch in that area to prevent continued flooding. Staff recommends that the Council authorize the Mayor to sign a contract with Berglund Schmidt so that the analysis can be conducted and completed prior to the winter. Councilmember Pellegrini moved to approve project and authorize the Mayor to sign the contract. The motion was seconded and passed by voice vote.

**Consultant Permit Review
Services**

Mr. Shay provided a written report to the Council requesting that the City be allowed to hire a qualified consultant to review shorelines permit applications, critical areas permit applications and SEPA checklists. Following review, the consultant would provide a recommended permit decision to the City. The cost for the consultant will be billed to the project applicant. Staff requests that the Council authorize the Mayor to sign contracts with one or more qualified consults to provide the necessary expertise to perform the permit reviews. Councilmember Pellegrini moved to authorize the Mayor to sign contracts for these services. The motion was seconded and passed by voice vote.

Police Vehicle Purchase

Information was provided to the Council regarding the replacement of a patrol vehicle for the Police Department. The vehicle would replace vehicle #309 which was damaged beyond repair and would be purchased through the State bid. The cost will be covered through the City insurance. Councilmember Pellegrini moved to approve the request to purchase the new vehicle. The motion was seconded, and following a brief discussion, passed by voice vote.

MAYOR REPORTS

AWC Regional Meeting

There will be an AWC Regional Meeting held at the Hoquiam Brewery on Thursday October 26, 2017. If any Councilmember is interested in attending please contact Corri or Tracy and they will get you registered.

COUNCIL REPORTS

Grand Avenue Drainage

Councilmember Winkelman spoke briefly regarding the drainage on Grand Avenue. He has met with constituents and staff regarding the issue. He encouraged each Councilmember to identify needed repairs or projects in their ward and to talk to staff about how those could be funded. He would also like to see a kayak launch put in at the new boat launch.

LEGAL BUSINESS

Ordinances

Parking – Truck Route

An Ordinance relating to parking; amending subsection (35) to Section 7.80.030 of the Hoquiam Municipal Code. Councilmember Pellegrini moved for approval of the Ordinance and the motion was seconded. Following its second reading, the motion passed by unanimous roll call vote.

CITY OF HOQUIAM
Council Meeting Minutes

September 25, 2017

Resolutions

Surplus Property

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 items being surplus are a 2012 Dodge Charger and an M-49 .22 Caliber Rifle. Following a brief discussion, the motion for approval passed by voice vote.

OLD BUSINESS

Monroe and Chenault – Road
Damage

Councilmember Carlstrom asked that staff look at the possible repair of a large dip in the roadway at the intersection of Monroe and Chenault.

Fireworks Ban

Councilmember Carlstrom moved to discuss the officer report provided to the Council on the costs for placing the issue of banning fireworks on the ballot. The motion was seconded and passed by voice vote. Staff explained that the most inexpensive way to place it on the ballot would be through the General Election in the fall. If the Council decides to place it on a special election, the cost is much more expensive. Mr. Shay stated that council could also look at creating a ballot that people could send back in with utility bill or the city could use an online survey company such as “Survey Monkey”. Councilmember Forkum moved to have staff do create on-line survey to obtain the input of the citizens. The motion was seconded. Following further discussion, staff was instructed to also use other ways such as the utility billing and Facebook to make sure people are aware of the survey. The Council passed the motion by voice vote.

Tour of Watershed

Planning Commission – Sign
Code

Immanuel Baptist Athletic
Fields

NEW BUSINESS

Children At Play Signs and
Speed Limit

Councilmember Wilson requested that the Children at Play sign at the corner of 14th and C be replaced. Also discussed was the speed limit in that area, especially on Broadway. The large trucks are driving over the speed limit as well as cutting the corners and it is becoming a safety issue.

Councilmember Wilson also asked what the status was of the two sunken vessels in the river. Mr. Shay stated that the Coast Guard has been to the site and it is being worked on.

Flood Resiliency Project

Mr. Shay stated that staff is seeking authorization to spend up to \$15,000 for the Flood Resiliency Project in partnership with the City of Aberdeen. WSU Extension would provide GIS data collection on properties in Aberdeen and Hoquiam of which the data collected could be used by the cities to seek grants and loans for the Timberworks levee project. The total cost of the project

would be \$30,000 of which the two cities would split equally. Councilmember Grun moved to proceed with review this project and authorize the funds up to \$15,000.00. These funds will be taken from the watershed funds. The motion was seconded and passed by voice vote.

COMMUNICATIONS

League of Women Voters
Excuse Absent members

Robin Moore, 1019 Monroe, stated that the League of Women Voters will be holding their candidate night on Tuesday October the 3rd at the Events on Emerson. She also requested that more signage be put up regarding the one way traffic on 4th Street. You do not see the sign until you have already turned. Staff could look at putting a "No Left Turn" sign on Emerson at this intersection.

Broadway/Woodlawn Area
Fireworks

Brenda Niemi, 1215 Broadway, spoke to the issue of the speeding and truck traffic problem in that area. There are no sidewalks in some of the area and the area along the roadway where people need to walk is very narrow. It is becoming a public safety issue.

Mary Krickstrom, 1011 Broadway, also spoke to the issue along Broadway. She has almost been hit by the traffic on several occasions. She would like to see more police presence and have the problem with the loud stereos, speeding and truck traffic taken care of.

Fireworks

Tanya Johnson 411 L Street, stated that she opposes banning fireworks in the City. If the City is going to pursue a survey of the citizens she suggested that we utilize the dike signs to get the word out to people.

Event at 7th St. Regarding
Trafficking of Children

Brian Gallinger, 360 Queen Avenue, 801 W 9th Los Angeles, CA 90015; spoke briefly about the event that will be held at 7th St. Theatre on September 30th. The event is open to all ages and it is alarming to see that this is a fast growing epidemic. There will be speakers and music. The intent is to build solid relationships with organizations such as Law Enforcement and Educators in this area.

Property and Survey Monkey

Kyle Pauley, 603 G St. Cosmopolis, representing the HBA asked if the City had purchased the property across the Street (parking lot) next to the Brewery. The City did purchase this property and Mr. Shay discussed possible actions the council could take regarding what they would like to see the property used for. Mr. Pauley also discussed the Wednesday HBA forum and his past experience with Survey Monkey.

CITY OF HOQUIAM
Council Meeting Minutes

September 25, 2017

Broadway/Woodlawn Public Safety Issue Councilmember Grun moved to refer the Broadway/Woodlawn traffic and speeding issue to the Public Safety Committee for their review and recommendation to the Council. The motion was seconded and passed by voice vote.

Excuse Absent Members Councilmember Carlstrom moved to excuse the absent members, and the motion was seconded and passed by voice vote.

ADJOURN Councilmember Nelson moved to adjourn the meeting at 8:34 p.m. The motion was seconded and passed by voice vote.

Ben Winkelman – Mayor Pro-tem

Tracy Wood – Council Secretary