

CITY OF HOQUIAM
Council Meeting Minutes

December 11, 2017

CALL TO ORDER

Mayor Dickhoff called the meeting to order at 7:00 p.m. and City Administrator Brian Shay led the flag salute.

ROLL CALL

In attendance at the meeting were Mayor Dickhoff and Councilmembers Carlstrom, Grun, Livingston, Nelson (entered at 7:04 p.m.), Pellegrini, Pennant, Simera, Swope, Wilson and Winkelman. Absent from the meeting were Councilmembers Anderson and Forkum.

PUBLIC HEARING

Mid-Biennium Budget
Review - Revenues and
Expenditures

Councilmember Pellegrini moved to open the public hearing at 7:03 p.m. The motion was seconded and passed by voice vote. Ms. Schmid reviewed the current status of the budgeted expenditures and revenues. She stated that all departments should be at around 46% of their budget. Every Department seems to be doing well at this time and are on target. The Ambulance is currently doing well and staff will continue to watch those expenditures as 2018 progresses. There were no public questions and Councilmember Pellegrini moved to close the hearing at 7:08 p.m. The motion was seconded and passed by voice vote.

COMMUNICATIONS

Housing Authority

A Representative from the Housing Authority made a brief presentation to the Council regarding the rehabilitation project that they are beginning on 10 properties throughout the Harbor. Most of these properties are located in Hoquiam and Aberdeen. This is a \$30,000,000 rehabilitation project which will begin in early 2018. Mr. Shay stated that the city signed a letter of support for the projects last year and the Housing Authority should be coming in for permits in February.

Recent Marijuana Grow
Operation

Mr. Dave Forbes, 2016 Aberdeen Avenue, asked Chief Myers if the recent raids were believed to be on "first harvests" on the grow operations. The Chief stated that some of the operations had been going for some time.

My Town Coalition

Representatives from the Hoquiam School District presented information on the My Town Coalition that has been operational for a few years now. They have increased programs in the schools to help with suicide prevention, a mentoring program and will continue with the "green tag" project to discourage alcohol sales and consumption by minors. They also partnered with the Hoquiam Police Department for National Night Out and distributed prescription lock boxes to many citizens that evening. Anyone is welcome to attend their meetings. More information can be provided through the Department of Health by contacting Wilma Weber.

CONSENT AGENDA

Councilmember Grun moved to approve item a 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 November 27, 2017

The motion for approval passed by voice vote.

COMMITTEE REPORTS

Regulatory Committee –
Permit Fee Structure

The Regulatory Committee made a recommendation that Council adopt Draft 2 of the Ordinance that will be presented regarding the Permit Fee Structure. Councilmember Pellegrini moved to accept the committee report and his motion was seconded. Mr. Shay reviewed the two ordinances that will be before the council later in the meeting: Draft 1 is more in line with what BHP had requested in their letter and presentation to the Council. Draft 2 is in line with the Port recommendation for tiers. Following a brief discussion, the motion to accept the committee report passed by voice vote.

Public Utilities Committee –
Capital Facilities Charge

The Public Utilities Committee made a recommendation that water and sewer capital facilities charges should be eliminated for all water and sewer meters 1 inch or smaller and for those meters greater than 1 inch, the capital facilities charge shall be reduced by 70%. Councilmember Pellegrini made a motion to accept the committee report and the motion was seconded. Following a brief discussion, the motion passed by voice vote.

OFFICER REPORTS

Ontario St. Storm Drain
Revisions and Simpson Water
Line Project – Phase II

Mr. Shay provided a written report to the council regarding the recent bid opening for Phase II of the Waterline replacements and Storm Drainage Revisions on Ontario Street. One bid was received from Rognlins, Inc. in the amount of \$800,768.00. Staff recommends that the Mayor or her designee be authorized to award the contract to Rognlins and be authorized to sign all necessary paperwork. Councilmember Pellegrini moved for approval of the staff recommendation and to authorize the Mayor or designee to sign all necessary agreements. The motion was seconded and following a brief discussion, passed by voice vote.

WASPC Accreditation –
Hoquiam Police Department

Included in each packet was a letter from the Washington Association of Sheriffs and Police Chiefs recognizing the Hoquiam Police Department for receiving their re-accreditation. Only 54 agencies in the State are WASPC Accredited. Mayor Dickhoff recognized the Department for their continued hard work on this accreditation process.

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MAYOR REPORTS

Farmers Market Coffee Stand Mayor Dickhoff stated that the Farmers Market Coffee Stand Lease has been signed.

Judicial Appointment Mayor Dickhoff stated that the city recently received applications for the appointment of a new Municipal Court Judge. All of the candidates were well qualified and staff has selected Andrea Vingo to serve as our Municipal Judge. Ms. Vingo introduced herself to the Council and provided a brief summary of her background. She is excited to be a part of the City. Mayor Dickhoff asked for Council concurrence on her appointment. Councilmember Pellegrini moved to confirm the appointment and the motion was seconded and passed by voice vote.

COUNCIL REPORTS

Youth Soccer Councilmember Winkelman stated that the U13 Girls soccer team took 2nd in the State as well as several other Harbor teams placing in the State finals.

LEGAL BUSINESS

Ordinances

Use of City Facilities An Ordinance fixing the compensation of the officers and employees of the City of Hoquiam from and after January 1, 2018; and repealing Ordinance No. 2017-07. Councilmember Pellegrini moved to approve the ordinance and the motion was seconded. Councilmember Grun moved to amend the ordinance to reflect the change in the salary of the Cross Connection/Shopkeeper position which will be adopted under resolutions. His motion to amend was seconded and passed. Ms. Schmid read the ordinance by title a second time after which the motion for approval as amended passed by unanimous roll call vote.

Supplemental Budget An Ordinance adopting Supplemental Budget No. 17-2 and appropriating funds. Ms. Schmid read the ordinance by title after which Councilmember Pellegrini moved to adopt. His motion was seconded and following the second reading, passed by unanimous roll call vote.

RESOLUTIONS

Interim Financing Loan A Resolution authorizing fiscal year 2017 a temporary interfund loan for the purchase of an ambulance. Councilmember Pellegrini moved for adoption and his motion was seconded. Following a brief discussion, the motion for adoption passed by voice vote.

Cross Connection/Shop Keeper Position Description A Resolution adopting an amended position description for the Cross Connection Specialist/Shop Keeper position in the Water Department. Councilmember Pellegrini moved to adopt the resolution and the motion was seconded. Following a brief

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discussion, the motion for adoption of the new job description passed by voice vote.

Permit Fee Schedule

Two fee schedule resolutions were submitted for the councils review. The Regulatory Committee made a recommendation earlier in the meeting that Draft 2 be adopted by the City Council. A Resolution updating the Building and Planning Fee Schedule. Councilmember Pellegrini moved to adopt option 2 of the Fee Schedules and his motion was seconded and passed by voice vote.

OTHER LEGAL

Indigent Defense Contracts

Three agreements for Public Defense Services were presented to the Council for their review and approval. Councilmember Pellegrini moved to adopt the agreement with Douglas Bitar, Orlando Tadique and Geoff Arnold. His motion was seconded and passed by voice vote.

OLD BUSINESS

GGHC

Councilmember Winkelman moved to increase the payment for Greater Grays Harbor Inc. to \$4,000 for 2017. His motion was seconded and passed by voice vote.

NEW BUSINESS

GGHC

Councilmember Winkelman made a motion to increase the amount paid to Greater Grays Harbor Inc. to our per capita share as the other cities do (approximately \$5,300). His motion died for a lack of second.

**Contract Proposal with
Greater Grays harbor Inc.**

Councilmember Winkelman moved to have GGHC provide a contract proposal at the next meeting. His motion was seconded and passed.

Excuse Absent Members

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

**Councilmembers Pennant and
Pellegrini**

Mayor Dickhoff thanked Councilmember Pennant and Councilmember Pellegrini for their service to our community and asked if they would like to say a few words. Councilmember Pennant stated that he has enjoyed his time as a councilmember. It has been an education on how the city works.

Councilmember Pellegrini spoke regarding his time on various commissions and boards as well as his 12 years as a City Councilmember. He said the city has been through some tough times with financial stability and that we need more employers and more industry. The costs for services are going to continue to rise and he urged everyone to keep an open mind on how to continue to provide those services without making it so expensive the

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community can't afford it. Think outside the box! Don't neglect the infrastructure – encourage people to get involved and attend the meetings and speak to the council.

Mayor Dickhoff invited the citizens and staff to stay after the meeting for refreshments. She also made a presentation to each of the outgoing Councilmembers thanking them for their service and commitment to the City of Hoquiam.

December 25, 2017 City
Council

Councilmember Pellegrini moved to cancel the second regular meeting of December. The motion was seconded and passed by voice vote.

ADJOURN

Councilmember Pellegrini moved to adjourn the meeting at 8:33 p.m. His motion was seconded and passed by voice vote.

Jasmine Dickhoff - Mayor

Tracy Wood – Council Secretary