

CITY OF HOQUIAM
Council Meeting Minutes

January 8, 2018

CALL TO ORDER

Mayor Dickhoff called the meeting to order at 7:00 p.m. and Paul McMillan led the flag salute after which a moment of silence was observed in honor of fallen Police Officer Daniel McCartney.

**SWEARING IN OF
NEWLY ELECTED
OFFICIALS**

Finance Director Schmid issued the oath of the office to the following Councilmembers:

Councilmember Denise Anderson, Councilmember Angela Forkum, Councilmember Jim George, Councilmember Greg Grun, Councilmember Paul McMillan and Councilmember Bill Nelson.

ROLL CALL

In attendance at the meeting were: Mayor Dickhoff and Councilmembers Anderson, Carlstrom, Forkum, George, Grun, Livingston, McMillan, nelson, Simera, Swope, Wilson and Winkelman.

Staff in attendance were Police chief Jeff Myers, 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.

COMMUNICATIONS

Swearing In of Officer
Martinez-Lopez

Mayor Dickhoff swore in the newest member of the Hoquiam Police Department Officer Juan Martinez-Lopez.

Request for Change in
Parking

Included in the packet was a letter from levee Lumber requesting a change to the 2 hour parking zone on 6th Street. Councilmember McMillan moved to send this request to the Public Safety Committee for their review and recommendation to the Council. The motion seconded and passed by voice vote.

PUBLIC COMMENT

Opposition to Contanda
Project

Arnie Martin, 600 Chenault, expressed his opposition to the newly proposed Contanda project. He provided information on some of the product they have listed to be stored in the new tanks.

CONSENT AGENDA

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

COMMITTEE REPORTS

Regulatory Committee –
Permit Fee Structure

- The City Council Minutes of December 11, 2017;
- The Regulatory Committee report recommending approval and payment of claim check numbers 88247 through 88448 in the amount of \$1,226,230.38; claim auto pays and EFT numbers 189 through 198 in the amount of \$193,696.14; payroll check numbers 28512 through 28575 in the amount of \$349,218.03; payroll ACH and EFT's in the amount of

\$745,766.72 and \$415,248.24 respectively; and that payroll and benefits for the hours worked in November and December be approved and issued at the proper time;

- A quote from Carahsoft Technology Group in the amount of \$45,880.00 for replacement of the City network.

Following questions regarding the replacement of the network, Ms. Schmid explained that this was already budgeted and that the computers and cameras are experiencing problems. The motion for approval of the consent agenda passed by voice vote.

OFFICER REPORTS

**Simpson Avenue Waterline
Project Change Order and
WSDOT Agreement for
Traffic Signals**

Mr. Shay provided a written report to the council regarding a change order for the Simpson Avenue Waterline Project. Rognlins, Inc. provided a change order proposal in the amount of \$125,243.41 plus sales tax of \$11,021.42 for a total of \$136,264.83. Rognlins will install a new traffic controlled traffic signal which will decrease wait time and improve traffic flow. The signal and installation is being funded by WSDOT. There will be no additional cost to the city. Staff recommends that council authorize the agreement with WSDOT and the change order with Rognlins. Councilmember McMillan moved to approve the staff recommendation to approve the agreement with WSDOT and authorize the change order with Rognlins. The motion was seconded and following a brief discussion passed by voice vote.

Award of Tree Planting Bid

The City made a call for bids for tree planting in the Hoquiam Watershed. One bid was received from Ramirez Reforestation, Inc. in the amount of \$9,905.00. Councilmember McMillan moved to accept the bid from Ramirez Reforestation and award the Tree Planting contract to them. The motion was seconded and following a brief discussion, passed by voice vote.

**Agreement with
Department of Ecology –
Contanda Project**

Mr. Shay presented a written report to the Council regarding a new project being submitted by Contanda to build bulk liquid storage tanks in Hoquiam and Aberdeen. Staff recommends that the Council authorize signing an agreement with Department of Ecology to serve as co-leads and an agreement with a qualified consultant to provide the City with the necessary expertise to perform permit/SEPA review. Contanda would be responsible to pay the necessary permit fees and the outside consulting fees in accordance with the recently revised City resolution. Councilmember Grun moved to adopt the staff recommendation and authorize the Mayor to sign any necessary paperwork. The motion was seconded and following a brief discussion, passed by voice vote.

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Cost Sharing MOU – Fire District 2

Included in the council packet was a Memorandum of Understanding between the City of Hoquiam and Fire District No. 2 expedite the establishment of a web based CAD system. Emergency Reporting will provide these services. The cost for the city will be \$647.53 to cover our share and \$100.00 per year for maintenance. Councilmember McMillan moved to sign the cost sharing MOU and the motion was seconded. Following a brief

Mayor Reports

Appointment to Civil Service Board

Mayor Dickhoff asked for Council concurrence on the appointment of Gary Morgan to the Hoquiam Civil Service Board. Councilmember McMillan moved to concur and the motion was seconded and passed by voice vote.

LEGAL BUSINESS

Resolutions

U.S. Purchasing Cooperative

A Resolution authorizing purchasing by the City of Hoquiam political subdivision of Washington State from or through the United States. Councilmember McMillan moved to adopt the resolution and the motion was seconded. Ms. Schmid explained this would authorize the city to purchase items through the United States Purchasing Exchange. The motion passed by voice vote.

OLD BUSINESS

Council conduct Policy

Mayor Dickhoff explained that a special committee could be appointed to review and make a recommendation to the council as a whole on a Council Conduct Policy. Councilmembers Forkum, Carlstrom, Anderson, Winkelman and Wilson were appointed and the Mayor received council concurrence.

Sign Code

Staff was asked what the status of the new Sign Code was. Mr. Shay stated that it will be discussed again at the next planning commission meeting.

NEW BUSINESS

Alley's

Councilmember Wilson asked if staff could look at the alleys on Riverside and C Street and Cherry and Sumner – there are large pot holes and they are in need of repair. Mr. Shay explained that we have less staff and they are working some overtime on weekends to accomplish some of the needed maintenance. He also suggested that the citizens in those areas could look at the possibility of forming an Alley LID to have them chip sealed. He will contact a company and get a per foot quote on the cost.

Employee BBQ

Councilmember McMillan reminded Council of the employee recognition BBQ that the council has sponsored in the past. He asked that each council person donate \$25 towards the BBQ and

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Councilmember Anderson will collect that. The BBQ is generally held at the end of August.

Election of 2018 Council President

Council opened nominations for the 2018 Council President. Councilmember Wilson nominated Councilmember Winkelman; Councilmember Grun nominated Councilmember Carlstrom and Councilmember Livingston nominated Councilmember McMillan. Following a vote of the Council to find the top two, Councilmember McMillan was voted in as the 2018 Council President by a vote of 7 to 5.

Council Committee's

A brief discussion was held regarding the Council Committee assignments and Mayor appointments. Each Councilmember was provided with a sheet explaining the various committees and was asked to express their interest and provide those sheets to Tracy so that the Committee on Committee could make the appointments at the next meeting of the City Council.

COMMUNICATIONS

New Contanda Proposal

Arthur Grenbaum, Grays Harbor, spoke regarding his opposition to the new proposal by Contanda.

Eagle Scout Project

Justin Hanson provided information to the City Council on a proposed Eagle Scout project to provide a covered area at Chevron Park. He would like approval from the Council to proceed with the project. Councilmember McMillan moved to approve the project and the motion was seconded and passed by voice vote.

Opposition to Contanda Project

Donna spoke in opposition of the tank projects and stated that climate change is not only in danger from possible spills but also from the burning of fossil fuels.

Opposition to BHP Potash Project

Arnie Martin, 600 Chenault, spoke in opposition to the BHP Potash project.

HBA Appointment and Businesses in Downtown

Kyle Pauley stated that the HBA sent a letter to the Council regarding the appointment of a city councilmember to the HBA. He also reminded all in attendance to support the local businesses during the construction. He welcomed the two newest Councilmembers and also thanked the City Attorney for his work on the sign code.

Farmers Market and Deidre's Deli

Tammy Domike, 823 Bluff, spoke about the Farmers Market – they recently closed for one week but back open. She stated that Deidre's Deli will be back open for business starting on January

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15th and thanked all that supported the fund raising campaign to help Deidre to reopen.

Emerson Manner

Connie Parsons, Emerson Manor. As chair of Senior Citizen Board she reminded the City that many of the residents have nowhere but the manner to go. When there are road closures or proposed water outages, they appreciate the notification so they can plan for those citizens that must stay at the manor.

Executive Session

Mayor Dickhoff announced that council would take a 5 minute recess after which they will convene in Executive Session for approximately 15 minutes to discuss real estate. No action will be taken following the session.

ADJOURN

Council reconvened in regular session at 8:19 p.m. Councilmember McMillan moved to adjourn the meeting and the motion was seconded and passed by voice vote.

Jasmine Dickhoff - Mayor

Tracy Wood – Council Secretary