

**CITY OF HOQUIAM**  
**Council Meeting Minutes**

**March 26, 2018**

**CALL TO ORDER**

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

**ROLL CALL**

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

Staff in attendance were Deputy Police 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.

**CONSENT AGENDA**

Councilmember Grun 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:

- The City Council Minutes of March 12, 2018;
- The Regulatory Committee report recommending approval and payment of claim check numbers 88800 through 89000 in the amount of \$1,097,067.86; claim auto pay and EFT numbers 209 through 213 in the amount of \$19,248.95; payroll check numbers 28610 through 28642 in the amount of \$174,935.32; payroll ACH and EFT's in the amount of \$372,441.03 and \$189,865.52 respectively; and that payroll and benefits for the month of March 2018 be approved and issued at the proper time.

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

**COMMITTEE REPORTS**

Public Safety Committee – 6<sup>th</sup>  
Street Parking

The Public Safety Committee made a recommendation that the two hour parking limit on 6<sup>th</sup> Street between Levee and Simpson remain in effect. Councilmember McMillan moved for the approval of the committee report and the motion was seconded and passed by voice vote.

Public Safety Committee –  
Speed Limits on 5<sup>th</sup> St.  
Industrial Route

The Public Safety Committee made a recommendation that the speed limits on the following streets be designated as follows:

- Early Industrial Way – 25 mph;
- 5<sup>th</sup> Street Extension – 35 mph;
- Airport Way – 35 mph;
- Paulson Road – 35 mph

- Moon Island Road – 25 mph;

Councilmember McMillan moved for the approval of the committee report and the motion was seconded. Following a brief discussion, the motion passed by voice vote.

Public Safety Committee –  
Sky Lanterns

The Public Safety Committee made a recommendation that the City Council adopt an ordinance prohibiting the release of untethered sky lanterns in the City of Hoquiam. Councilmember McMillan moved for the approval of the committee report and the motion was seconded and passed by voice vote.

### **OFFICER REPORTS**

Police Station Roof – Notice  
of Completion

Mr. Shay presented a written report to the Council regarding the completion of the Police Station roof repairs and requested approval for acceptance of the work and release of retainage and bonds to Western Washington construction. Councilmember McMillan moved to accept the report and approve the staff recommendation and his motion was seconded. Following a brief discussion, the motion to approve passed by voice vote.

Update to Sick Leave Policy

Mr. Johnson provided a written report to the council regarding changes to the Personnel Policy dealing with Sick Leave and adding a new Section 10.20 to the Personnel and Procedures Manual. He stated the changes were needed based upon the passage of I433. Councilmember McMillan moved for the adoption of the Officers report and staff recommendation. The motion was seconded and following a brief discussion, passed by voice vote.

### **MAYOR REPORTS**

Veto of Ordinance

Mayor Dickhoff stated she has provided her written response to her veto of the Ordinance regarding Capital Facility Charges. A copy of her response has also been included in the packet.

### **COUNCIL REPORTS**

Council Retreat

Council President McMillan spoke briefly about the Council retreat. He stated he has provided a copy of the ideas that were presented at the retreat to each councilmember. He will update that list with a few things that were left off. He thanked staff for attending.

### **LEGAL BUSINESS**

#### **Ordinances**

Capital Facility Charges

An Ordinance relating to capital facility charges imposed to connect and receive city water service and city sewer service; amending Section 8.10.035 to the Hoquiam Municipal Code; and amending Section 8.12.047 to the Hoquiam Municipal code. Ms. Schmid read the ordinance by title and Councilmember Wilson

made a motion to override the Mayors veto. His motion was seconded. Following a brief discussion, Councilmember McMillan stated that the Regulatory Committee is reviewing information on a rate study and he moved to table the Ordinance until the next meeting. His motion was seconded and passed by voice vote.

**LEGAL BUSINESS**

**Resolutions**

Personnel Policy and  
Procedures Amendments

A Resolution adopting amendments to the City of Hoquiam Personnel Policies and procedures Manual; amending Section 10.20, pertaining to sick leave. Councilmember McMillan moved for the adoption of the Resolution and his motion was seconded. A brief discussion followed wherein Mr. Johnson explained that the amendments being made are due to the changes in law from the passage of Initiative 433. Following this discussion, the motion to approve passed by voice vote.

**NEW BUSINESS**

Surplus Property

Councilmember McMillan spoke regarding the suggestion to install a no maintenance park at end of Adams Street and made a motion to remove that piece of property from the City surplus list. His motion was seconded and followed by a brief discussion on what the improvements should be. Following that discussion, the motion to remove the property from surplus passed by voice vote.

Comments from mayor at  
Last Council Meeting

Councilmember Wilson stated that he felt personally attacked by what was said by the Mayor at the last meeting regarding the Veto. He felt the comments were out of line and lack of integrity or character and immoral conduct are the furthest thing from his mind as a councilmember.

Excuse Absent Member

Council moved to excuse the absent member and the motion was seconded and passed by voice vote.

**COMMUNICATIONS**

Hoquiam Business  
Association

Kyle Pauley stated that he is no longer President of the Hoquiam Business Association and introduced Jody Peterson, from the motorcycle shop, who has recently been appointed to that role. Ms. Peterson stated that the HBA will hold their monthly quorum on Wednesday, March 28<sup>th</sup> at 5:00 at the Motorcycle Shop.

Adams Street Park Proposal

Mr. Arnie Martin, 631 Chenault Avenue, stated that the area being proposed for the no maintenance park is a great place for bird viewing. There are some old foundations that will need to be removed in that area but it is usually quiet and a great place to view birds.

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**EXECUTIVE SESSION**

Mayor Dickhoff stated that Council will take a 5 minute recess after which they will convene in Executive Session for approximately 15 minutes to discuss the possible sale of lease of City owned property.

**Call to Order**

Council came back to order in regular session at 7:44 p.m.

Councilmember McMillan moved to adjourn the meeting at 7:44 p.m. and the motion was seconded and passed by voice vote.

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Jasmine Dickhoff - Mayor

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Tracy Wood – Council Secretary