

CITY OF HOQUIAM
Council Meeting Minutes

April 9, 2018

CALL TO ORDER

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

ROLL CALL

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

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

COMMUNICATIONS

Sign Code Ordinance

Kyle Pauley, representing the Hoquiam Business Association, asked for Council support for the Sign Code Ordinance that will be reviewed later in the meeting. He stated that the Business Association as well as the Planning Commission and City staff have worked together for over a year to bring the proposed changes to the Council.

Sign Code Ordinance

Denise Burke, Hoquiam Planning Commission, stated that the sign code has been discussed for some time and the Planning Commission as well as the HBA have worked closely with the City Attorney on the Ordinance that is being presented tonight. The Commission would appreciate the support of the Council on this Ordinance.

CONSENT AGENDA

Councilmember Grun moved for the approval of item a on the Consent Agenda as presented and his motion was seconded. Item a was as follows:

- The City Council Minutes of March 26, 2018

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

COMMITTEE REPORTS

Regulatory Committee –
Utility Rates and Capital
Facility Charge Study

The Regulatory Committee made a recommendation that staff be authorized to advertise for an RFP for a water, sewer and stormwater rate and Capital Facility charge study. Councilmember McMillan moved for adoption of this recommendation and his motion was seconded. Following a brief discussion on the approximate cost for the study and the timeline, the motion to approve passed by voice vote.

CITY OF HOQUIAM
Council Meeting Minutes

April 9, 2018

Planning Commission – Sign Code Ordinance The Planning Commission made a recommendation that the City Council adopt an Ordinance that incorporates the amendments to the Sign Code as presented at their public hearing of April 4, 2018 and attached to the report in the Council packet. Councilmember McMillan moved for the adoption of the Planning Commission recommendation and his motion was seconded. Staff briefly reviewed the proposed changes and following a brief discussion, the motion for approval of the Planning Commission recommendation passed by voice vote.

MAYOR REPORTS

Easter Egg Hunt Mayor Dickhoff thanked staff for their efforts and work on the public Easter Egg Hunt held at Olympic Stadium. The City received a letter from the Food Bank acknowledging the 542 pounds of food that were collected at the hunt and donated to them.

Historic Hoquiam Memories Mayor Dickhoff reminded Council and citizens of the Historic Hoquiam memories event that will be held on Saturday, April 21st at Emerson Manor from 1:00 to 5:00.

COUNCIL REPORTS

Washington State Pageant Spring Forum Councilmember Winkelman recently attended the State pageant spring forum which helps contestants prepare for the Miss Washington pageant. We have several local young ladies representing us at the pageant this year.

My Town Coalition – Martin Fleming Presentation Councilmember McMillan stated that the My Town Coalition is hosting an event on Thursday, April 19th at the Hoquiam Timberland Library. Martin Fleming, Founder of ForKidSake, a company which provides training and consults with schools and communities on engaging in difficult conversations with their children will make a presentation from 6:30 to 7:30 p.m.

LEGAL BUSINESS

Ordinances

Salary Ordinance An Ordinance fixing the compensation of the officers and employees of the City of Hoquiam from and after May 1, 2018; and repealing Ordinance No. 2017-13. Ms. Schmid read the ordinance by title and Councilmember McMillan moved for adoption of the Ordinance. His motion was seconded. Ms. Schmid explained that the change to the ordinance reflects a reduction in the salary of the Assistant Finance Director. Following a brief discussion, the Ordinance was read by title a second time after which the motion passed by unanimous roll call vote.

Regulation of Signs An Ordinance relating to the regulation of signs; amending Section 10.05.130 of the Hoquiam Municipal Code. Ms. Schmid read the Ordinance by title. Councilmember McMillan moved for the

CITY OF HOQUIAM
Council Meeting Minutes

April 9, 2018

adoption of this Ordinance and the motion was seconded. Mr. Johnson briefly explained the main changes that were made to the sign code. Councilmember Winkelman moved to amend page 6 of the Ordinance to change 7 days to 14 days, in the first paragraph (item ii). His motion to amend was seconded and passed by voice vote. Following the second reading, the main motion, as amended, passed by unanimous roll call vote.

Resolutions

Emergency Repair – Sewer
Force Main Break

A Resolution declaring an emergency, and waiving the bid requirements of RCW 35.23.352 and ratifying the actions of the City in repairing and replacing a break in the sewer force main on Western Avenue. Councilmember McMillan moved for the approval of the Resolution and his motion was seconded. Following a brief discussion on the location and associated costs, the motion to approve passed by voice vote.

OLD BUSINESS

Vacant Ward 6 Council
Position

Staff advertised for letters of interest to fill the Ward 6 Council position vacated by the resignation of Councilmember Kim Simera. One letter of interest was received from Dave Hinchin. Councilmember McMillan moved to nominate Mr. Hinchin to fill the position and his nomination was seconded. Following a brief discussion on the options and timeframe for filling a vacant Council seat, the motion to approve the nomination and appoint Mr. Hinchin to the Council Ward 6 position passed by voice vote. Mr. Hinchin will take his Council seat at the next regularly scheduled meeting.

Employee BBQ

Councilmember McMillan reminded the Councilmembers of the upcoming Employee BBQ that will be held the end of August. He asked that Council submit their \$25.00 donation to Councilmember Anderson.

Attendance

Councilmember Wilson thanked those members who were in attendance at the meeting.

Boat Yard Property

Councilmember Carlstrom stated her concern for the amount of debris and derelict vehicles and boats located on the property at 22 Monroe. Mayor Dickhoff and staff stated that the City is working with various State officials as well as the Coast Guard and Code Compliance to solve the issue.

NEW BUSINESS

City Departments

Councilmember McMillan suggested that the Council visit the various Departments of the City on the off-Monday's to become familiar with what each Department does. Chief Myers stated that a ride along can be arranged with his Department any day of the

**CITY OF HOQUIAM
Council Meeting Minutes**

April 9, 2018

week. Councilmembers would just need to call and make those arrangements.

Excuse Absent Members

Councilmember McMillan moved to excuse the absent members and his motion was seconded. Those not in attendance did notify staff of their absence. The motion to excuse the absent members passed by voice vote.

COMMUNICATIONS

Tsunami Staging

Mr. Clair Love, 7th and M St., stated that he has been looking at where he would go in case of a Tsunami warning and asking about using the Post Office upper floors. Mayor Dickhoff stated that the city tsunami staging area is Sunset Memorial Park.

Ribbon Cutting

It was announced that there would be a Ribbon Cutting Ceremony on Tuesday, April 10th at the Crisis Support Network newly opened at 711 Simpson. The Ceremony will begin at 11:00 a.m.

Adjourn

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

JASMINE DICKHOFF – Mayor

TRACY WOOD – City Council Secretary