

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

---

**November 13, 2018**

**CALL TO ORDER**

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

**ROLL CALL**

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

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

**PUBLIC HEARING**

2019-2020 Budget

Councilmember McMillan moved to open the public hearing at 7:02 p.m. The motion was seconded and passed by voice vote. Ms. Schmid made a presentation on the budget and stated that things are looking better compared to past years. She did state that if passed, the City would have a 45 day reserve fund. She also reminded everyone that if they wanted to fund something or change something that those funds would need to come from somewhere else within the budget. She stated that she will be giving an update on the property taxes as we have received the final numbers from the county. Staff is also requesting that the sunset clause on the Ambulance rates be removed from the Ordinance and that that fee remain as is. The Cemetery fund is not self-sustaining. The budget includes \$10,000 for council tablets and also includes hiring one maintenance worker for public works, a records clerk for the police department, another police officer and funding the code compliance position as a full time position. A brief discussion was held on the council tablets. It was suggested that not everyone would feel comfortable with using them. They would take the place of the paper packets and other information provided on paper that the council receives. The price included is for the tablets, software and any other necessary items. Councilmember McMillan stated that he would like to amend the budget to include \$25,000 for repairs and maintenance at the Stadium. These funds would be taken from the beginning fund balance. Mr. Shay stated that the City is hoping to obtain a funding from the State capital budget. We have also submitted a grant for replacement of the lighting, etc., at the stadium but have not received any word on funding for that project as of this time. A brief discussion was held on replacement of some vehicles. Councilmember McMillan stated that the fire department does need to replace their rescue vehicle, but the council should revisit this after the rate study is complete. Councilmember McMillan asked if there was any interest to hold a

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

**November 13, 2018**

budget workshop next Monday. If not, he reminded Council that staff is available to answer any questions they might have. Mr. Steven Puvogel reminded council that if they do decide to purchase and use the tablets to make sure they are used for Council work only to meet the public records requirements. Councilmember McMillan moved to close hearing at 7:40 p.m. The motion was seconded.

**COMMUNICATIONS**

Ward 2 Council Vacancy

Mayor Dickhoff stated that the City received a letter of interest to fill the vacant Council Ward 2 position from Steven Puvogel. Councilmember Carlstrom moved to appoint Mr. Puvogel to the vacant Ward 2 position and her motion was seconded and passed by voice vote. Mayor Dickhoff issued the Councilmember oath of office to Mr. Puvogel and he was seated as our new Councilmember.

Hoquiam Beautification  
Committee

The City received a letter from a group of citizens who would like to form a Hoquiam Beautification Committee. This would be a volunteer group and they would plant flowers and maintain planters purchased by the city. Mary Stinchfield spoke on behalf of the group and stated that they would also weed the beds around the trees in the downtown area as well as maintain the flowers throughout the summer. They are requesting that the city budget \$5,000 for the initial purchase of the planters and plants.

**CONSENT AGENDA**

Councilmember Grun moved for the approval of Consent Agenda item A as presented and his motion was seconded and passed by voice vote. Item A included the City Council minutes of October 22, 2018.

**COMMITTEE REPORTS**

Public Safety Committee –  
Loading Zone 500 Block of  
8<sup>th</sup> St.

The Public Safety and Law Committee made a recommendation that the Council approve the addition of a subsection to MNC 7.80.120 to read as follows:

No person may park a vehicle in a thirty foot long area designated loading zone adjacent to the front of the building at 505 8<sup>th</sup> St., except to load or unload goods. Councilmember McMillan moved for approval of this committee report and his motion was seconded. Following a brief discussion, the motion passed by voice vote.

**MAYOR REPORTS**

Hoquiam High School  
Football

Mayor Dickhoff congratulated the Hoquiam High School football team on their playoff game. It was held at the stadium and she would like to see more uses like this in the future.

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

**November 13, 2018**

**COUNCIL REPORTS**

- Stadium Councilmember Hinchon thanked staff for all of their hard work on the stadium field. He also stated that the next playoff game will be Saturday at Stewart field at 5:00.
- Rec Soccer Teams Councilmember Winkelman stated that several rec soccer league teams from Grays Harbor have advanced to the State semi-final rounds.
- Football Councilmember Hinchon stated that Aberdeen came out on top for football. It was a record breaking year for the Hoquiam and Aberdeen Football Teams and everyone in our community benefits from their efforts.
- Veterans Day Councilmember Patterson stated that her family attended the Veterans Day concert at 7<sup>th</sup> St. Theatre. It was a great event. They also had a flag retirement ceremony at Channel Point and the VFW conducts the ceremony.

**LEGAL BUSINESS**

**Ordinances**

- Ambulance Service and Public Utility An Ordinance relating to ambulance service and public utility; repealing the “sunset clause” provided in Section 2 of Ordinance 2017-06. Ms. Schmid read the ordinance by title after which Councilmember McMillan moved for the adoption and his motion was seconded. Following a brief discussion, Ms. Schmid read the Ordinance by title a second time and the motion passed by a vote of 10 to 1 with Councilmember Wilson voting no.
- Ad Valorem Tax An Ordinance relating to ad valorem tax; setting and levying the ad valorem tax levies for the General Fund, the Ambulance Fund, and the Fire Truck Bond Fund and EMS Bond Fund of the City of Hoquiam for fiscal year 2019. Councilmember McMillan moved for adoption of the Ordinance and his motion was seconded. Councilmember Carlstrom moved to amend the Ordinance to reflect November 13, 2018. Her motion was seconded and passed by voice vote. Ms. Schmid read the Ordinance by title a second time after which the motion passed by unanimous roll call vote.

**RESOLUTIONS**

- 2019 Ad Valorem Tax Levy A Resolution of the City of Hoquiam, Washington, declaring the need to increase the 2019 ad valorem tax levy by one percent over the tax levy of 2018. Councilmember McMillan moved for the adoption of the Resolution and his motion was seconded. Following a brief discussion the motion passed by voice vote.

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

**November 13, 2018**

Refund Levy

A Resolution of the City of Hoquiam, Washington, declaring the need to recover the 2018 ad valorem tax levy over the 2018 tax levies. Councilmember McMillan moved for adoption of the resolution and his motion was seconded. Following a brief discussion, the motion passed by voice vote.

Declaring Emergency –  
Purchase of Storm Pump  
Motor

A Resolution declaring an emergency pursuant to RCW 39.04.280(1)©, and waiving the bid requirements of RCW 35.23.352, and authorizing the immediate purchase of a replacement motor which would operate on of the City’s storm water pump stations. Councilmember McMillan moved for the adoption of this Resolution and his motion was seconded. Mr. Shay stated that the cost for this motor is around \$10,000-\$12,000. Following a brief discussion, the motion for approval passed by voice vote.

**OTHER LEGAL**

Library Project Change  
Orders

Mr. Shay presented information to the council for a change order on the Library Project. Councilmember McMillan moved to adopt the change order as presented and his motion was seconded. Following a brief discussion the motion passed by voice vote.

Mr. Shay reported that the contractors removed the old flooring and that the last carpet tiles were put down with the wrong glue. As such there will need to be another change order as they will need to replace the underlay. They are estimating the cost to be around \$7000. Councilmember McMillan move to approve the future change orders for up to \$10,000. The motion was seconded and passed by voice vote.

Moon Island Road  
Restoration Project

Mr. Shay provided information to the council from HDR for feasibility, design and permitting of the Moon Island Road Restoration Project. This project will be 100% paid by a State grant. Councilmember McMillan moved to approve the agreement with HDR and his motion was seconded. Mr. Shay explained the project and importance of restoring the shoreline in that area. The city has been awarded \$425,000 from the State for this project. Following a brief discussion, the motion to approve passed by voice vote.

**OLD BUSINESS**

Sunken Vessels on River

Councilmember Grun asked if the City had any updates regarding removal of the sunken boats. Mr. Johnson stated that the Police Chief is in contact with State Officials, but we have had no updates from regulatory agencies although we know they are discussing it and working on it.

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

**November 13, 2018**

Chenault

Councilmember McMillan stated that there is a portion of roadway on the upper part of Chenault that is caving away. Mr. Shay stated that they have a waterline project in that area budgeted in the 2019-2020 budget. The roadway could be repaired as part of that project.

**NEW BUSINESS**

Council Meeting of  
November 26, 2018

Councilmember McMillan made a motion to move the next regular meeting of November 26<sup>th</sup> to Tuesday, November 27<sup>th</sup>. His motion was seconded. A brief discussion followed wherein he explained that he and Councilmember Hinchey have a conflict with that night. The motion to move the meeting passed by voice vote.

Fire Services Survey

Council asked what the status of the rate/services survey was for the fire and ambulance. Ms. Schmid stated everything is complete and the city needs to go out for an RFP.

**PUBLIC COMMENT**

Coastal Harvest/Foodball

Kyle Pauley representing Coastal Harvest, thanked the City for their support and all of the students for their efforts during foodball.

Myrtle Street Dance

Becky Carrasino stated that she is impressed with how the communities work together. She is working with others on the t – Myrtle St. Dance which will be August 10<sup>th</sup>. The event will go from 2:00 to 9:00 p.m. and she hopes that staff and Council will get involved. She also thanked the community for their support after the fire at the armory.

Library Sidewalks

Arnie Martin, 631 Chenault, asked what the status of the concrete work was at the Library. Mr. Shay stated that they were supposed to pour earlier today. They will also be working on the flooring in the basement in the next few weeks.

Sunken Vessels

Bill Wieland, 600 Washington Court, expressed his continued concern with the boats. There is another vessel that looks like it is just about ready to sink. He hopes that the agencies will look at the history of the pilings located in that area and find a way to alleviate the problem without removing that history.

BHP

Arnie Martin, spoke regarding the BHP project. He noted that they have requested removal of some pilings. Mr. Shay stated that most of those they are looking at removing are in the Chehalis River with a few located at the mouth of the Hoquiam River. Mr. Shay also stated that as lead agency for the BHP SEPA review, we have issued a mitigated notice of non-significance on the project.

School Levy

Paul McMillan 2401 Queets, served as Chairman of the School Levy and he thanked everyone who supported its passage.

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

---

**November 13, 2018**

Beautification Committee  
Proposal

Councilmember Grun moved to budget \$10,000 for the next two years for the Hoquiam Beautification Project. His motion was seconded. Ms. Schmid again encouraged council to look at finding somewhere in the budget to move the money from vs. taking it from the beginning fund balance. Councilmember Puvogel moved to table this discussion until the next meeting. His motion was seconded and passed by voice vote.

Excuse Absent Member

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

**EXECUTIVE SESSION**

Lease/Rental of Real Estate  
and Labor Negotiations

Mayor Dickhoff called for a 5 minute recess at 8:47 p.m. after which the council will adjourn to executive session for approximately 15 minutes to discuss real estate and labor negotiations.

Reconvene in Regular  
Meeting

Council came back to order in regular session at 9:11 p.m.

Lease of Real Property

Councilmember Wilson moved to authorize the Mayor to negotiate a lease for the real estate in the 500 block of 8<sup>th</sup> Street. His motion was seconded and passed by voice vote.

**ADJOURN**

Councilmember McMillan moved to adjourn the meeting at 9:13 p.m. His motion was seconded and passed by voice vote.

---

JASMINE DICKHOFF – Mayor

---

TRACY WOOD – City Council Secretary