

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

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**August 26, 2019**

**CALL TO ORDER**

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

**ROLL CALL**

Those in attendance were Mayor Dickhoff and Councilmembers Anderson, Carlstrom, George, Grun, Hinchey, McMillan, Nelson, Patterson, Puvogel, Reid, Wilson and Winkelman.

Staff in attendance were Deputy Police Chief Joe Strong, Fire Representative Rich Malizia, 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 his motion was seconded. Those items appearing on the consent agenda were as follows:

- Council Minutes of August 26, 2019
- The Regulatory Committee Report recommending approval and payment of claim check numbers 92045 through 92253 in the amount of \$493,067.40; claim auto pays and EFT numbers 310 through 317 in the amount of \$50,918.93; correction for payroll checks for the month of June as follows: payroll check numbers 29112 through 29153 in the amount of \$191,264.84; and July payroll check numbers 29154 through 29192 in the amount of \$200,491.49; payroll ACH and EFT's in the amount of \$378,239.62 and \$204,416.32 respectively.

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

**OFFICER REPORTS**

**Donation of Property**

Mr. Shay provided a written report to the Council regarding the donation by private property owners of two pieces of property to the City. The addresses are 107 Lincoln and 432 Beacon Hill. Councilmember Puvogel moved to accept the report and his motion was seconded. Councilmember Puvogel asked what the timeline was on this. Mr. Shay stated Lincoln would like us to act on this as soon as we can. Beacon Hill could be decided at a later date. Councilmember Reid asked if the city accepts the donation would they be responsible for the cost of removing the house on Beacon Hill. Mr. Shay answered yes. Councilmember Patterson stated that the Council needs to decide if we would like to accept the property donation and demolish now before it falls onto city property below and we would still be responsible to clean it up. Councilmember Grun moved to accept the donation of the property. There was

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already a motion on the floor made by Councilmember Puvogel, and his motion passed by voice vote.

**COUNCIL REPORTS**

Logger's Playday

Councilmember Anderson reminded everyone that Logger's Playday will be on September 7<sup>th</sup>. Taylor Strom was selected as the Logger's Queen this year.

Retreat

Councilmember Winkelman thanked everyone who came to the retreat and reminded Council if they wanted to attend the Cities on Tap in October to please let Tracy know.

Logger's Playday

Councilmember Carlstrom stated that she and Councilmember George will have a booth at Logger's Playday. They will offer info on council, wards and also voter registration.

**LEGAL**

Resolutions

Hoquiam Historic Register –  
717 Bluff

A Resolution listing "The Judge Charles W. Hodgdon Home, 717 Bluff" on the Hoquiam Register of Historic Places. Councilmember Puvogel moved to approve the resolution and his motion was seconded. Following a brief discussion, the motion passed by voice vote.

**LEGAL OTHER**

Memorandum of  
Understanding – Department  
of Commerce

Included in the Council packet was an MOU between the City and the State Department of commerce which establishes an agreement between the Partners regarding joint collaboration and implementation of the Washington State Department of commerce New Approaches Pilot Project designed to examine a community engagement model that aims to maximize Commerce resources and increase local capacity. Mr. Shay explained that the city will identify two priorities in our community over the next two months and work with Department of Commerce to try and implement those priorities. There will be community meetings, a work group implemented, etc. Councilmember Hinchon moved to authorize the City to enter into the MOU and his motion was seconded. Following a brief discussion on different items that could be selected and the community meetings, the motion to approve passed by voice vote.

RCO Project Agreement –  
Adams Street Park

Included in the Council packet was a RCO Project Agreement between the State of Washington Recreation and Conservation Office and the City setting out terms and conditions for the grant which was received for the Adams Street Park. Councilmember McMillan moved to accept the agreement and his motion was seconded. A brief discussion followed. Mr. Shay explained that labor could be used for a portion of the match requirement. Also

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the Lion's club will be donating funds for the picnic shelter. Any remaining funds needed for the match are available in the budget. The City has three years to complete the project. The motion for approval passed by voice vote.

RCO Project Agreement –  
Gable Park Lighting

Included in the Council packet was a RCO Project Agreement between the State of Washington Recreation and Conservation Office and the City setting out terms and conditions for the grant which was received for the \$64,000 for the Gable Park Lighting Project. Councilmember McMillan moved to approve and his motion was seconded. Following a brief discussion on park hours, and what the project entails, the motion to approve passed by voice vote.

Rental Agreement with  
Hoquiam School District for  
Olympic Stadium and John  
Gable Field

Included in the Council packet was a rental agreement with the Hoquiam School District Contract for use of Olympic Stadium and Gable Park Fields for athletic and school events. The agreement goes through August 30, 2020 for \$40,000. Councilmember McMillan moved to authorize the Mayor or her designee to sign the contract and his motion was seconded. A brief discussion followed on the costs of operating the Stadium, after which the motion to approve passed by voice vote.

**OLD BUSINESS**

Employee Appreciation BBQ

Councilmember Carlstrom reminded the council of the upcoming staff BBQ on September 9<sup>th</sup>. They are still looking for raffle prizes and help at the event.

Nametags

Councilmember Winkelman asked if staff could look into the costs of getting identification tags for the Council.

Stadium Painting

Councilmember Reid asked when the stadium was painted last. Mr. Shay stated approximately 14 years ago, but painting is part of the restoration that will be done with the grant that we recently received.

Certified Landlord Program

Councilmember McMillan stated that the Councilmembers discussed a certified landlord program at the Council retreat. They would like the Mayor to appoint 3 members to serve on a special committee for this program. She appointed Councilmembers Anderson, McMillan and Carlstrom. The City Attorney and Building Inspector will also be involved.

Pet Cemetery

Also discussed at the retreat was the possibility of setting aside a portion of the Cemetery for a "pet" cemetery. Staff was asked to see what this might bring in on revenue.

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**NEW BUSINESS**

Donation of Properties                      Councilmember Grun moved to accept the donation of the two properties on Lincoln and Beacon Hill, discussed earlier in the meeting. His motion was seconded. A discussion followed regarding the costs for demolition and the costs to shore up the hill side on Beacon. Mr. Shay explained that the owners of the Beacon Hill property are now in California. The County lowered the taxes on the property as it is inhabitable. It would be a benefit to take care of it now for the neighborhood and for safety. Following further discussion, the motion to accept the donated properties passed by voice vote.

Affordable Housing – HB 1406                      Councilmember Anderson spoke briefly regarding HB 1406 which talks about affordable housing and local revenue sharing. Mr. Shay stated the County is having an information meeting on this.

Watershed Meeting                      It was announced that the Watershed Committee will meet before the next council meeting at 6:00 in the Mayor’s office.

Public Safety Committee                      It was announced that the Public Safety Committee will schedule a meeting date at the next Council meeting to review the items that have been referred to them.

Council Committee Assignments                      Councilmember Reid will serve on the Regulatory Committee which meets at 6:15 before each regular Council meeting. Also – she will serve on the Public Safety Committee which meets as announced.

**COMMUNICATIONS**

Sunken Boats                      Arnie Martin, 631 Chenault, has noticed that two more boats moored behind the Humdinger area have sunk. Staff stated that the State has already sent a team out. The property owner has charges against him and will appear in court after he has recovered from some health issues.

Traffic Light by Emerson Grade School                      Connie Parsons, Emerson Avenue, informed Council that she watched three cars run the traffic light on Emerson Avenue recently.

Traffic Light by Central School                      Staff was asked if the State has answered our questions on concern over the removal of the traffic light by Central School. Mr. Shay stated that they are meeting on September 9<sup>th</sup> at 2:00 with DOT. He also said that DOT informed him that prior to removing the light, they had met with the principal at the school and that they had no concerns with removing the light at that time. The Chief and Brian will be in attendance at the meeting on the 9<sup>th</sup>.

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**ADJOURN**

Councilmember Mcmillan moved to adjourn the meeting at 7:41 p.m. His motion was seconded and passed by voice vote.

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JASMINE DICKHOFF – MAYOR

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TRACY WOOD – COUNCIL SECRETARY

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