

CITY OF HOQUIAM
Council Meeting Minutes

December 9, 2019

CALL TO ORDER

Mayor Dickhoff called the meeting to order at 7:00 p.m. Police Chief Myers 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 Police Chief Jeff Myers, 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.

PUBLIC HEARING

Mid-Biennium Budget

Councilmember McMillan moved to open the hearing on the Mid-Biennium Budget Review at 7:01 p.m. The motion was seconded and passed by voice vote. Ms. Schmid stated that the Council currently receives monthly financial statements every month. She provided a summary of the 2019 highlights: new positions were brought back in the Public Works department; library renovation has been nearly completed; the ambulance fund is in the black; began a new K-9 program; installed new fencing at the Police Department; Simpson Avenue project design work was completed; and beautification committee was established. She also stated that the Cemetery fund is looking better and that we received a \$35,000 grant for improvements/maintenance. A brief discussion followed wherein Ms. Schmid answered questions for the Council. It was noted that there are still a few things left on the Library renovation and the contractor has been notified. Councilmember Puvogel moved to close the public hearing at 7:07p.m. and his motion was seconded and passed by voice vote

CONSENT AGENDA

Councilmember Grun moved for the approval of Consent Agenda item a, as presented. His motion was seconded. Item a consisted of:

- a. City Council Minutes of November 25, 2019;

The motion for approval of Consent Agenda Item A passed by voice vote.

OFFICER REPORTS

Water and Wastewater
Controls Remote Network
and Monitoring

Staff made a call for bids for the purchase of a complete materials package to upgrade the City's remote monitoring and controls system for the Water and Wastewater Facilities. One bid was received from Coast Controls and Automation, Inc. in the amount of \$40,922 plus tax. Staff recommends approval of this bid and purchase of the equipment. Councilmember McMillan moved to

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award the bid to Coast controls and authorize staff to proceed with the purchase of the necessary materials. His motion was seconded and followed a brief discussion, the motion passed by voice vote.

Email Upgrade

The City obtained 3 quotes to upgrade the City email system. This item is included in the budget. The 3 quotes that were received were as follows: Tech Connex \$14,821.28; VCore \$19,491.00; and Blue Lite \$25,500.00. Staff recommends that Council award the bid upgrade to Tech Connex. Councilmember McMillan moved for approval and his motion was seconded. Following a brief discussion, the motion passed by voice vote.

Thermal Imaging Camera

The Fire Department is requesting Council approval to purchase a thermal imaging camera. This item is not in the budget, but needs to be replaced. The current equipment is 20 years old. One quote was received for \$5,820.82 from Mallory Safety and Supply, LLC. Councilmember McMillan moved to authorize this purchase and his motion was seconded and the motion passed by voice vote.

Patrol Vehicle

The City budgeted for the replacement of a patrol car in 2020, anticipating the replacement of the 2010 Ford Crown Victoria Vehicle #305. Ford anticipates a 14-16 week build time due to backlog so the vehicle will not be received until well into 2020. The Department is requesting the Council accept the State bid and authorize placing the order now. Councilmember McMillan moved for approval for the purchase of the vehicle and his motion was seconded. Council asked if staff had looked into purchasing the vehicles locally. It was explained that any dealer can apply to be placed on the State bid if they desire to. Prices for purchasing through the State bid are much better than directly through a dealer. The motion to authorize the purchase passed by voice vote

**Simpson Ave. Sidewalk
Project and 23rd St. Paving
Project**

The City applied for and received \$500,110 in grant funds for the Simpson Avenue Side Project and 23rd St. Paving Project. The necessary City match for this grant is \$335,000. Staff recommends that the Council authorize the \$335,000 for the necessary match and \$50,000 towards additional street repairs if there are any change orders negotiated. Councilmember McMillan moved to authorize the required match funds and additional \$50,000 for possible negotiated change orders. His motion was seconded and following further discussion on the actual areas that will be completed, the motion for approval passed by voice vote.

MAYOR REPORTS

Stadium Grant

Mayor Dickhoff thanked Mr. Shay for his recent work on a grant of \$2,000 for the stadium.

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Library Board Mayor Dickhoff asked for Council concurrence on the appointment of Sue Ann Durney to serve on the Library Board. Councilmember McMillan moved to approve the appointment and his motion was seconded and passed by voice vote.

COUNCIL REPORTS

Public Safety – Bee Keeping in City Limits It was reported that the Public Safety Committee met to discuss bee keeping inside city limits. The Committee will review more information regarding this.

Polson Museum Holiday Open House Councilmember Patterson stated she attended the holiday open house at Polson Museum. It is a great thing they do every year.

Myrtle Street Donneybrook Councilmember Puvogel thanked Councilmember George and Anderson for their attendance at the Myrtle St. donnybrook and congratulated Aberdeen on their win.

LEGAL

Ordinances

Supplemental Budget An Ordinance adopting Supplemental Budget No. 19-2 and appropriating funds. Ms. Schmid read Ordinance by title. Councilmember McMillan moved for adoption of the Ordinance and his motion was seconded. A brief discussion was held with Ms. Schmid answering questions. She read the Ordinance by title a second time, after which the motion to approve passed by unanimous roll call vote.

RESOLUTIONS

Surplus Equipment – Fire Department Rescue Utility Truck A Resolution declaring certain personal property owned by the City to be surplus items pursuant to Hoquiam Municipal Code Section 1.64.005, 1.64.010 and 1.64.020. Councilmember McMillan moved for the approval of the Resolution and his motion was seconded. Councilmember Grun asked if the vehicle will be replaced. Ms. Schmid stated that it has not been in service and the City is not sure if they plan to replace it. A brief discussion was held on how vehicles are disposed of after which the motion to approve the resolution passed by voice vote.

OLD BUSINESS

New Ambulance Staff was asked if the new ambulance has been received. Not at this time.

Stadium Grant Councilmember Reid asked if painting would be done on the stadium as part of the grant. Mr. shay explained that the grant we received is for the sprinkler system, structural repairs, painting/siding, etc. The City will try and include as much as we can get done with the \$500,000 received.

Lights on City Buildings Councilmember McMillan thanked the city for getting the lights up

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at fire station, city hall, library, police station and east side.

NEW BUSINESS

Cancel December 23, 2019
City Council Meeting

Councilmember McMillan moved to cancel the Regular City Council meeting of December 23, 2019. His motion was seconded and passed by voice vote.

Mayor Dickhoff

Councilmember Puvogel thanked Mayor Dickhoff for her many years of service as a Councilmember and as the Mayor. He stated that he appreciates all that she has done and she has proven to definitely be a very important member of the city. City Administrator Shay presented her with a plaque and gift from the city. Mayor Dickhoff spoke briefly regarding her tenure. She has worked very hard to make sure the City can serve the most people as possible. She also commented on the great staff and stated that she is very appreciative to have worked with all of staff and councilmembers. She wished all the best and hopes they continue to be a voice for the citizens.

Broadway Avenue

Councilmember Wilson stated he hopes that the City can get the needed staff and personnel out on Broadway to take care of some of the problems with the clean out of the ditches as well as the repairs to the roadway. He also wanted to wish everyone here a Merry Christmas and Happy New Year.

Crisis Clinic

Councilmember Winkelman asked staff if they have reached out to the crisis clinic to see what opportunities there might be to meet the needs in our community. Staff stated that they have had discussions with the health department and the company that operates the clinic does not want the contract any longer

Hoquiam Public Meeting –
Department of Commerce

Council was reminded that the Hoquiam Public meeting will be on Thursday, December 12th at the Elks. Would be great if councilmembers can make time to stop in.

COMMUNICATIONS

Sue Phillips, Broadway

Sue Phillips, 750 Broadway, stated she has been attending council meetings twice a year since 2005 to discuss the needed maintenance and repairs needed on Broadway Avenue. The ditch on her side of the road has not been dug out since 2003. Equipment and crews came out and cleaned half a block on the other side of the street, but did nothing on her side. The road is cracked from the top of the hill all the way down past her house. Something needs to be done. There is log truck traffic – all day long. Need to be concerned about the safety of the people living out there. She feels like she is wasting her breath – she is a Hoquiamite. She would

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appreciate it if the city will take care of Broadway Avenue. She thinks the flowers and what the beautification committee has done are beautiful.

Security on Remote Access
for Plants

Arnie Martin, 631 Chenault Avenue, asked if security upgrades are being included on the remote access for the plants. Mr. Shay stated that that issue is being addressed as part of the upgrade.

Public Meeting Opportunity

Mary Thornton stated that there will be another Public opportunity to speak with the Department of Commerce staff at the Library on the 19th from 10:00 to 4:00.

Mayor Dickhoff and City
Lights

Connie Parsons, Emerson Manor, thanked the Mayor for her time and she hopes she will stay active. She also thanked everyone involved in the lights and plants.

ADJOURN

Councilmember Carlstrom moved to adjourn the meeting at 7:50 p.m. The motion was seconded and passed by voice vote.

JASMINE DICKHOFF – MAYOR

TRACY WOOD – COUNCIL SECRETARY

