



# CITY OF HOQUIAM

City Council Meeting Minutes

January 13, 2020

## **CALL TO ORDER**

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

## **Oath of Office**

Ms. Schmid issued the oath of office to Mayor Winkelman and then issued the oath of office to Councilmembers Wilson, Puvogel, Patterson, Dick, Carlstrom, Hinchén and Reid.

Mayor Winkelman introduced his family. Wife Jennifer, daughters Ellie, Maci and Josie, his parents and mother-in law. Also, thanked his extended family and friends. Brenda Carlstrom introduced her sister Bonnie and friend Donna.

## **ROLL CALL**

Those in attendance at the meeting were Mayor Winkelman and Councilmembers Anderson, Carlstrom, Dick, George, Grun, Hinchén, McMillan, Patterson, Puvogel, Reid and Wilson. Absent from the meeting was Councilmember Nelson.

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

## **CONSENT AGENDA**

Councilmember Grun moved to approve items a and b on the consent agenda as presented and his motion was seconded. Those items appearing on the consent agenda were as follows:

- The City Council Minutes of December 9, 2019;
- The Regulatory Committee report recommending approval and payment of claim check numbers 92853 through 93061 in the amount of \$1,630,957.10; claim auto pays and EFTs numbers 339 through 346 in the amount of \$173,655.05; payroll check numbers 29295 through 29357 in the amount of \$374,989.36; payroll ACH and EFTs in the amount of \$819,816.77 and \$416,719.13 respectively; and that payroll and benefits for the month of January be approved and issued at the proper time.

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



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### OFFICER REPORTS

Demolition Bid for 432  
Beacon Hill

The Building Department obtained bids to demolish the condemned home owned by the City at 432 Beacon Hill. Four bids were received as follows: Rognlins Inc. \$17,952; Quigg Brothers Inc. \$18,822; Bill Sell \$29,920; and Lasher Timber \$64,736. Staff recommends that Council authorize the bid from Rognlins, Inc. and have them proceed with the demolition. Councilmember McMillan moved to accept the bid from Rognlins and his motion was seconded. Staff was asked if this was the total cost, Mr. Shay stated there had been an expenditure for asbestos removal that was removed earlier but this will be the total for the demolition. He also stated that the Geologist has recommended that the foundation be left for stability. Following further discussion, the motion to approve passed by voice vote.

Timber Harvest – Within  
City Limits

The City received notice that the Dorothea Parker Family Trust intends to log timber on their property located between Endresen and the College Hill reservoir. Estes Timber, LLC, has been hired to manage that sale. Adjacent to that property are several parcels of marketable timber owned by the City which could be harvested at the same time. Staff recommends that Council authorize the Mayor to sign a service agreement with Estes Timber for this project and other on-call services as needed and that the City waive the provisions of HMC 6.52 related to Street Trees. Councilmember McMillan moved for adoption of the staff recommendation and his motion was seconded. A brief discussion was held regarding the location of the property, and what type of timber is located there. Mr. Shay explained the location and also stated that part of the area will probably be replanted. Following further discussion, the motion to approve the staff recommendation passed by voice vote.

Formation of a Regional  
Fire Protection Service  
Authority Planning  
Committee Consolidation  
Study

In December of 2019, the Ad Hoc Fire Department Cooperative Services Committee held a joint meeting and recommending the formation of a formal Regional Fire Protection Service Authority Planning Committee and authorize the expenditure for consulting fees of approximately \$10,000 (\$20,000 total



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Cemetery Preservation Grant

split between the two cities). Staff recommends that the Council authorize the Mayor to appoint three Councilmembers to the Regional Fire Protection Service authority Planning Committee and the expenditure of Hoquiam's share of the consulting fees. Councilmember McMillan moved for the approval of the staff recommendation and his motion was seconded. Following a brief discussion, the motion for approval passed by voice vote.

The Community Services Department secured a \$40,600 Historic Cemetery Preservation Capital Grant from the Washington State Department of Archaeology and Historic Preservations for maintenance on the mausoleum roofs and ADA improvements. Staff recommends Council accept the grant for \$40,600. Councilmember McMillan moved to accept the grant and thanked Tracy for her work on putting it together. His motion was seconded and following a brief discussion, the motion to approve and accept the grant passed by voice vote.

### **MAYOR REPORTS**

Mayoral Appointments

Mayor Winkelman thanked staff and the employees for helping with his transition. He also thanked staff for their work during the recent mudslide and Mr. Carlyle for his efforts in getting the trees down on the slide, as well as the Police Department for their efforts during the slide.

Mayor Winkelman stated that he plans to try and meet with each employee over the next several months and get to know them and what they do. He has asked staff to put together a photo directory of staff and departments as well as look into photo identification cards for employees. Staff is also currently working on nametags for the council. He is concerned about fire control/protection on the Watershed. We recently added approximately 500 more acres and this is a very important resource for the City. It's not insured – it is not something that can really be insured. Would like to meet with Watershed Committee and discuss some ideas on fire safety.

He would like Cemetery Board to discuss tree management at the Cemetery. There is a large portion of trees on the backside



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of 1<sup>st</sup> Addition that could bring in some revenue to the Cemetery budget. He also hopes to work with the Community Services Board on increasing and promoting activities at the stadium.

The Council is to follow Parliamentary procedure and staff will provide them with a summary. The lunch with the Mayor's will be held on Tuesday January 28<sup>th</sup> at 11:30 at the Log Pavilion. Please let Tracy or Brian know if you would like to attend.

He looks forward to continuing discussions with BHP on the possible location of the Pot Ash facility here. He and staff have also been discussing sidewalks and safety improvements on Endresen as there is a lack of sidewalks and some issues with speeding on this road. The Beautification Committee has done an awesome job, and plan to leave the lights up in Hoquiam until March. Other businesses are adding lights to light up Hoquiam. Economic Development in our community is important. He believes we need a person that can assist in business retention/planning and how we can work with our businesses. He asked Councilmembers to please review their council materials and talk to staff if they have questions. He will be working on preparing for our future.

Mayor Winkelman asked for Council concurrence on the following committee/board appointments: Regional Fire Planning Committee: Councilmembers Dick, McMillan and Grun; Library Board: Councilmember Patterson; Council of Governments: Mayor Winkelman; Greater Grays Harbor, Inc: Mayor Winkelman; Hoquiam Business Association: Councilmember Carlstrom; Loggers Playday: Councilmember Anderson; 911 Board: Councilmember McMillan; Cemetery Board: Councilmember Grun; Civil Service Commission: Pete Hegg, Roger White and Gary Morgan; Historic Preservation: Al Gozart; Mickey Thurman and Jim Larsson. Councilmember McMillan moved to concur with the appointments, his motion was seconded and passed by voice vote.

### COUNCIL REPORTS



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Legislative Send-off

Councilmember Carlstrom stated she attended the Legislative send off and provided a summary of the topics that were discussed.

Hoquiam Business Association

Councilmember Carlstrom announced that the HBA Board will meet at 5:15 on Wednesday, January 15<sup>th</sup> at Sadistic Sycles

### **LEGAL BUSINESS**

#### **Ordinances**

Councilmember Salaries

An Ordinance fixing the compensation of the officers and employees of the City of Hoquiam from and after January 1, 2020; and repealing Ordinance No. 2019-02. Ms. Schmid read the ordinance by title. Councilmember McMillan moved for adoption of the Ordinance and his motion was seconded. Councilmember McMillan briefly discussed the Mayor's salary and asked that the Council consider raising it to \$885.00 per month. Mr. Johnson stated that this would require a separate ordinance. Ms. Schmid read the ordinance by title a second time after which the ordinance passed by unanimous roll call vote.

#### **Other Legal**

Collective Bargaining Agreement – Police Association

Included in the Council packet was the Collective Bargaining Agreement between the City and the Police Association. Councilmember McMillan moved to authorize the Mayor to sign the agreement and his motion was seconded. Councilmember Puvogel thanked staff for their work on the contract and thanked the officers for their hard work. Ms. Schmid and Mr. Shay provided a brief summary of the agreement after which the motion to authorize the Mayor to sign the agreement passed by voice vote.

Jay's Farm Stand Lease

Included in the Council packet was a lease with Jay's Farm Stand. Councilmember McMillan moved to authorize the Mayor to sign the lease. The motion was seconded. It was explained that the previous lease expired in December. This will be a month to month lease with a new owner. The motion to authorize the Mayor to sign the lease passed by voice vote.



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Indigent Defense – Doug Bitar

Included in the Council packet was an Agreement for Public Defense between the City and Doug Bitar. Councilmember McMillan moved to authorize the Mayor to sign the agreement and his motion was seconded and passed by voice vote.

Indigent Defense – Geoff Arnold

Included in the Council packet was an Agreement for Public Defense between the City and Geoff Arnold. Councilmember McMillan moved to authorize the Mayor to sign the agreement and his motion was seconded and passed by voice vote.

Indigent Defense – Sound Defenders

Included in the Council packet was an Agreement for Public Defense between the City and Sound Defenders. Councilmember McMillan moved to authorize the Mayor to sign the agreement and his motion was seconded. Following a brief discussion, the motion passed by voice vote.

## **OLD BUSINESS**

Department of Commerce

Councilmember Patterson stated that she has talked with several people who appreciated the opportunity to meet with the Department of Commerce and have input into what the priorities are in Hoquiam. She asked when we will hear more. Mr. Shay stated there will be another meeting scheduled later in February. He will send out information when he receives it.

## **NEW BUSINESS**

Election of Council President

The floor was opened for nominations for the Council President for 2020: Councilmember Anderson nominated Councilmember Puvogel; Councilmember Carlstrom nominated Councilmember McMillan; and Councilmember Wilson nominated Councilmember Grun. A voice vote was taken and the top two were Councilmember Puvogel and Councilmember McMillan. A roll call vote was taken and Councilmember Puvogel won the nomination by a vote of 6 to 5.

Committee on Committee's Employee Barbeque

The Committee on Committee's consists of the current President, the past President and a member at large. Councilmember Puvogel and McMillan will serve on the committee and Councilmember McMillan nominated



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Committee Interest

Councilmember Grun to be the member at large. His motion to nominate Mr. Grun was seconded and passed by voice vote.

Each Councilmember received a list of the committees and what each committee does. Please note your 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> choice on assignments and return them to the Committee on Committee's. They will meet following tonight's meeting and present the 2020 Council Committee assignments at the 2<sup>nd</sup> meeting in January

Landlord Certification Committee

Councilmember Carlstrom stated that this committee has now met twice and are still looking at this program.

Employee Barbeque

Councilmember McMillan reminded the Councilmembers that each year the Council sponsors a barbeque for the employees. Councilmembers are asked to donate \$25.00 towards the barbeque which is held at the end of the summer.

Excuse Absent Member

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

## COMMUNICATIONS

Friends of the Library; ADA Doors and Fines

Mary Thornton, Librarian, thanked the Friends of Library who paid to have all of the chairs refurbished and bought 20 new chairs for the library. She also stated that the ADA doors have been installed and that the Library District is going fine free

Shorebird Festival

Arnie Martin, 631 Chenault, stated he is the Chairman of the 2020 Shorebird Festival. He provided save the date postcards to each Councilmember. The dates for the festival are April 24-26, 202. He also stated that they will be cleaning up litter previous to the festival along the gated roadway and the walkway and asked if anyone would like to assist with this project.

**ADJOURN**

Councilmember Hinchin moved to adjourn the meeting at 8:07 p.m. and his motion was seconded and passed by voice vote.



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BEN WINKELMAN – Mayor

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TRACY WOOD – City Council Secretary