



# CITY OF HOQUIAM

City Council Meeting Minutes

March 09, 2020

## **CALL TO ORDER**

Mayor Winkelman called the meeting to order at 7:00 p.m. and asked Mr. Sam Nazarrio to lead the flag salute.

## **ROLL CALL**

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

Staff in attendance were Police Chief 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.

## **COMMUNICATIONS**

Purchase of Harborena

Mr. Sam Nazarrio, owner of the Jitterhouse, stated that he and a business partner have purchased the Harborena. They plan to work with the community, HBA, the City and Mayor to keep it as an icon in our community.

## **CONSENT AGENDA**

Councilmember Grun moved for the approval of consent agenda item a as presented and his motion was seconded. Item A was as follows:

- The City Council Minutes of February 24, 2020;

His motion was passed by voice vote.

## **COMMITTEE REPORTS**

Historic Preservation Commission – Adding Lincoln School to Hoquiam Historic Register

The Historic Preservation Commission made a recommendation to the Council that Lincoln School be added to the Hoquiam Historic Register. Councilmember McMillan moved for adoption of their report and the motion was seconded. Following a brief discussion regarding the designation, the motion passed by voice vote.

Historic Preservation Commission – Adding Olympic Stadium to Hoquiam Historic Register

The Historic Preservation Commission made a recommendation to the Council that Olympic Stadium be added to the Hoquiam Historic Register. Councilmember McMillan moved for adoption of this committee report and his motion was seconded. Following a brief discussion, the motion passed



# CITY OF HOQUIAM

City Council Meeting Minutes

March 09, 2020

Civil Service Commission –  
Assistant Fire Chief Job  
Description

by voice vote.

The Civil Service Commission made a recommendation to the Council that the Assistant Fire Chief Job Description, as provided, be approved. Councilmember McMillan moved for the adoption of the committee report. The motion was seconded and following a discussion on the actual changes to the description being updated to include changes in the civil service rules the motion passed by voice vote.

Public Safety Committee –  
Hobby Beekeeping

The Public Safety Committee made a recommendation to the Council that a public hearing be set to discuss the proposed Hobby Beekeeping Ordinance for April 13, 2020. Councilmember Patterson moved to set the hearing and her motion was seconded. Following a brief discussion on what other cities are doing, the motion passed by voice vote.

## OFFICER REPORTS

Community Foundation  
Grants

Staff provided information to the Council regarding the award of two grants to the City from the m the Grays Harbor Community Foundation. The City has been award \$30,000 for the Adams St. Park and \$3,500 for the Hoquiam beautification project. Councilmember McMillan moved to accept the grants and his motion was seconded. A brief discussion followed, and Councilmember George stated he would abstain from voting as he works for the foundation. Following the discussion, the motion passed by voice vote.

Amendment to Personnel  
Policies and Procedures  
Manual

Staff requested that Council approve an amendment to the Personnel Policies and Procedures Manual regarding vacation accrual for the administrative secretary position. Councilmember McMillan moved to approve the amendment and his motion was seconded. Staff explained that this would change the accruals to match what is established for the AFSCME positions. The motion to approve passed by voice vote.

## MAYOR REPORTS

Municipal Court Judge

Mayor Winkelman stated that the Municipal Judge resigned her



## CITY OF HOQUIAM

City Council Meeting Minutes

March 09, 2020

Shorebird Festival

position. He and staff will be interviewing new applicants and bring their recommendation the council.

City Website

Ms. Bowerman Basin Outstanding Teen (his oldest daughter) will be doing a clean-up of the board walk and surrounding area before the festival.

Mayor Winkelman stated that improvements are being made to the city website. The search directory has been updated and other items are planned for the future.

### **COUNCIL REPORTS**

Council Retreat

Councilmember Puvogel stated that during the retreat the Councilmembers worked on narrowing down priorities for the Commerce project and also discussed legislative priorities for the council. Several items were discussed as follows: roads, hobby beekeeping, cemetery, transportation district to go before the voters, etc. Mayor Winkelman thanked Councilmember Puvogel for hosting the meeting.

Public Utilities Meeting

The Public Utilities Committee met before the meeting today and will have reports to bring before the council at a future date.

### **LEGAL BUSINESS RESOLUTIONS**

Declaring Emergency –  
Beacon Hill Sewer 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 a break in a sewer line and installation of a new manhole in the Beacon Hill area. Councilmember McMillan moved to adopt the resolution and his motion was seconded. Councilmember Reid asked if the work was already completed and staff answered that it had been. Councilmember McMillan thanked Quigg Brothers for getting there so quickly. The motion to approve the resolution passed by voice vote.

Adopting Amendment to  
Personnel Policies and  
Procedures Manual

A Resolution adopting amendments to the City of Hoquiam Personnel Policies and Procedures Manual; amending Section 10.10, pertaining to vacation. Councilmember McMillan moved for adoption of this resolution and his motion was seconded and passed by voice vote.



## CITY OF HOQUIAM

City Council Meeting Minutes

March 09, 2020

### **OTHER LEGAL**

HDR – Broadway Road  
Project

Included in the packet was a contract with HDR Engineering to provide Scope of Design, Permitting and Right-of-Way Services for the Broadway Avenue Safety Improvement Project. The amount for the contract will be \$169,000.00. Councilmember McMillan moved to authorize the Mayor to sign the contract and his motion was seconded. Staff was asked what the timeline was for this project and Mr. Shay explained that they will start immediately. The funds are coming through COG. Councilmember Grun asked what the project will fix. Mr. Shay stated that this will be a permanent fix, across from the guard rail. Also, a larger culvert possibly will be installed. There has been an issue of a gradual slide happening in this area for some time. The motion to authorize the Mayor to sign the contract passed by voice vote.

Purchase Agreement – DTF

Included in the packet was a memorandum of understanding between Grays Harbor County and the Cities of Aberdeen and Hoquiam to purchase real property at 305 W. Arland, Montesano. The property will be used for possible offices and storage. Councilmember McMillan moved to authorize the Mayor to sign and his motion was seconded and passed by voice vote.

### **OLD BUSINESS**

Department of Commerce  
Project – City Priorities

Councilmember Puvogel stated that the City Council was tasked with selecting their top two priorities from the top five that came from the public meetings that were held. The top priorities selected were: Revitalize downtown/affordable housing; and maximizing funding to help with the renovation and preservation of Olympic Stadium. Councilmember Puvogel moved to formalize these as the city's top priorities. The motion was seconded and passed by voice vote.

Burned Out House on Ramer

Councilmember Anderson stated that the Ramer Street house that was burnt has finally been town down.



# CITY OF HOQUIAM

City Council Meeting Minutes

March 09, 2020

Removal of Derelict Vessel	Mr. Shay stated that DNR will need to bring down a crane to remove the Lady Grace as the wood hull would not hold up to the inflatables. Staff has also asked DRN to look into removing the other boats in that area.
Nametags	
<b>NEW BUSINESS</b>	
Public Hearing – Parks Master Plan	Council was asked to set a public hearing for April 13, 2020 at 7:00 p.m. to take testimony and discuss the updated Parks Plan. Councilmember McMillan moved to set the hearing as stated and his motion was seconded. Mr. Shay stated that the Draft Plan will be available for review on website before hearing. A discussion was held as to whether Sunset Memorial Park and Delta Park would be included. Mr. Shay will speak with COG. The motion to set the hearing passed by voice vote .
Department of Commerce Project	Councilmember Puvogel moved to authorize staff to apply for Department of Commerce funding for low and middle income housing and get community input for the community development block grant. His motion was seconded. Following a brief discussion on other projects that have been funded through CDBG grants, his motion passed by voice vote
Councilmember Wilson	Councilmember Wilson stated that he is selling his home and thanked everyone for the opportunity to sit as a councilmember for the city. He will notify the city if he moves. He also stated that the city can't give up on the less fortunate in our community. .
Dean Parsons Meeting	Councilmember Grun stated that Dean Parsons passed away recently. He worked as the City Public Works Director for a period of time
Special Olympics	Councilmember Puvogel stated that Special Olympics Washington has cancelled all events.



# CITY OF HOQUIAM

City Council Meeting Minutes

March 09, 2020

COVID-19

Staff was asked to provide regular updates they receive from the County regarding COVID-19.

## COMMUNICATIONS

Shorebird Festival

Arnie Martin, 631 Chenault, stated that they are still waiting on status of the festival tours. If the schools are open they will probably still happen. Not sure at this point what will happen with the actual festival.

Historic Hoquiam Event

Connie Parsons, Emerson Manor, stated that at this time the Historic Hoquiam Event will be held on April 18<sup>th</sup>.

BHP Project

Joan Julius, 702 Emerson Avenue, asked what the status of BHP was. Mr. Shay stated that BHP and Quinalt Nation asked for an extension from the hearing examiner. The current deadline is now March 31<sup>st</sup>. The hearing will formally close then. The hearing examiner will issue his recommendation after that. BHP will reach a decision on a location by February of 2021.

## ADJOURN

Councilmember McMillan moved to adjourn the meeting at 7:36 p.m. The motion was seconded, seconded and passed by voice vote.

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BEN WINKELMAN – Mayor

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TRACY WOOD – City Council Secretary