

CITY OF HOQUIAM
Council Meeting Minutes

April 13, 2020

CALL TO ORDER

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

ROLL CALL

In attendance at the meeting were Mayor Winkelman, Councilmembers Carlstrom, Dick, George (entered at 7:28 p.m.), Grun, Hinchin, McMillan, Nelson, Patterson, Puvogel, Reid, Wilson. Absent from the meeting was Councilmember Anderson...

Staff in attendance were Police Chief Myers, Fire Representative Rich Malizia, City Attorney Steve Johnson, City Administrator Brian Shay, Finance Director Corri Schmid and Council Secretary Tracy Wood.

PUBLIC HEARING

Comprehensive Parks Plan

Councilmember McMillan moved to open the hearing at 7:03 p.m. and his motion was seconded and passed by unanimous roll call vote.

Mr. Shay explained that the Draft Comprehensive Parks Plan was available on the City Website for viewing for the past several weeks. No public comments have been received. He stated that if the city wants to apply for state funding, we are required to have an updated park plan. Page 37 lists those parks we would want to apply for funding for. The WSRCO grant is due in June and we plan to apply for funding. Councilmember McMillan moved to close the hearing at 7:07 p.m. His motion was seconded and passed by unanimous roll call vote.

**Community Development
Block Grant**

Councilmember McMillan moved to open the hearing at 7:08 p.m. His motion was seconded and passed by unanimous roll call vote.

Mr. Shay explained if we are planning to apply for a block grant the City is required to hold a public hearing. We have received funding in the past through this grant process and staff feels the stadium would be a good fit for this funding also. There were no public comments, and Councilmember McMillan moved to close the hearing at 7:11 p.m. His motion was seconded and passed by unanimous roll call vote.

COMMUNICATIONS

Councilmember McMillan made a motion to remove the public comment section from the meeting and his motion was seconded. Councilmember Puvogel stated he would vote no as we should be able to allow public comment. Ms. Schmid stated that since we are receiving comments online they would not be recorded at this time. If we are to hold future meetings virtually we will work through this so people will be able to comment. The motion to remove the public comment period from the agenda passed by roll call vote.

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CONSENT AGENDA

Councilmember Grun moved to approve 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 March 9, 2020;
- The Regulatory Committee Report recommending approval and payment of claim check numbers
- The Notice of Completion on the Library Renovation Project;

Councilmember Puvogel asked if the library project was done, Mr. Shay stated yes the work by the contractor was done. Councilmember McMillan asked if the doors and elevator are now working. Mr. Shay stated that the doors are but that the elevator was not included in the grant. Timberland Regional Library is considering applying for a grant which would include our library elevator. Following this discussion, the motion to approve the consent agenda passed by roll call vote.

COMMITTEE REPORTS

Public Utilities Committee
Transportation Benefit
District Ordinance

The Public Utilities Committee made a recommendation that the Council approve an ordinance to put a ballot measure before the voters to create a Transportation Benefit District. Councilmember Wilson moved to approve the committee report and the motion was seconded. Councilmember McMillan expressed his concern that with people out of work, that this would not be a good time to do this. Several councilmembers agreed that this was not a good time. Council was reminded that this is a discussion on adopting the report, and that an Ordinance would need to come before the council for adoption at a later meeting. Councilmember Reid stated that the City needs to educate the public before putting this on the ballot so they are more informed. The motion to adopt the Committee Report passed by roll call vote.

Lodging Tax Advisory
Committee – 2020 LTAC
Funding Awards

The Lodging Tax Advisory Committee made a recommendation that the Council approve LTAC funding awards as follows:

Olympic Stadium Renovation/Preservation \$20,000
Hoquiam Beautification Committee – Downtown Baskets \$2,000
Hoquiam Rotary Club – Advertising Events \$1,500
City of Hoquiam Easter Egg Hunt \$900
Loggers Playday Committee-Events/Advertising/Rental \$3,000
Polson Museum – Signage \$4,261
7th St. Theatre – Rack Cards/Advertising \$2,800
HBA – Events/Social Media Advertising \$2,500
Shorebird Festival – Education Events, Advertising \$2,500
Total of recommended funding requests \$39,461

Councilmember McMillan moved for the approval of the committee report and to authorize funding as recommended. His motion was seconded. A brief discussion was held regarding the funding for those festivals or events that might not be held. Ms. Schmid stated these are reimbursable funds. (Councilmember George joined the meeting at 7:28 p.m.). If the event is not held and funds not expended, then the funds would be rolled over to next year. The motion for approval of committee report and funding requests passed by roll call vote.

OFFICER REPORTS

Biosolids Projects
Public Safety Committee –
Hobby Beekeeping

Mr. Shay presented a report to the Council regarding the recent call for bids on the Biosolids Removal Project. Callus Clean Sweep, Romero Bros. and Synigrow submitted bids, and staff recommends award of the bid to Synigrow as the apparent low bidder at 815,995.65. The Engineering estimate for this project was \$865,000.00. Councilmember Puvogel moved to adopt the report and his motion was seconded. Councilmember Hinchin asked how often does the work need to be done. Mr. Shay stated that this will be the second time the City has done this. A discussion was held regarding consolidation of some of the Wastewater efforts with the City of Aberdeen. Mr. Shay stated that the City is still looking at our options. He stated that \$1,000,000 was budgeted for this this project. Following no further discussion, the motion for approval passed by unanimous roll call vote.

Police Department Annual
Report

Chief Myers stated that the annual review reports were provided to the Council and Mayor.

MAYOR REPORTS

Emergency Declaration

Mayor Winkelman thanked the department heads, employees and citizens for their efforts during these difficult times. He did declare an emergency and only essential employees are working at this time and the City is taking every measure to insure social distancing for those employees. Some difficult decisions needed to be made. Information changes so quickly that it has been challenging. Everyone is employed, with some employees working from home. For those positions that can follow the recommended social distancing, they are working. some people are working from home. It is going to cost the some money, but we will make it work. The City has made accommodations for people to pay utilities/arrange for payments without having suspension of services. A few weeks ago he also encouraged citizens in Hoquiam to do a light of hope, and he is proud of how our city and residents have done this. The scouts put up flags along Riverside and will do it again in the future. The City is striving to work with residents as well as answer questions and calls they

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might have. This Friday, April 20, at 8:20 p.m. the City will join other cities across the State and turn on the lights at our stadium to honor the many High School seniors and athletes from our town. There have been some concerns brought to his attention such as the 72 hour parking rule during the stay at home order. In checking with staff, there have only been 3 citations issued since the stay at home order went into effect. Hometown Sanitation has made accommodations for submittal of payments and have stated that they would like to postpone the spring clean-up to a later date. The Beautification Committee has instituted an adopt a pot program and are still out there working on plants and beautification efforts around town. If they are dealing with any planters, etc., they need to do it in a safe way. Puvogel thanked the mayor and staff for what they have been doing. Mayor Winkelman also spoke briefly regarding the podcast that Councilmember Puvogel did. .

Community Foundation
Grants

Councilmember Carlstrom stated that HBA appreciates all of the information that the City has been able to provide to them. Many of the small businesses did not apply for emergency funding, but they received the information so that they could. The funds are now capped.

Fire Consolidation

Councilmember McMillan stated that the fire consolidation team has not met and probably won't until at least June.

**LEGAL BUSINESS
RESOLUTIONS**

Declaring Emergency –
Beacon Hill Sewer Break

A Resolution of the City of Hoquiam adopting the Comprehensive Parks Plan. Ms. Schmid read the resolution by title. Councilmember McMillan moved to adopt the resolution and his motion was seconded and passed by unanimous roll call vote.

OLD BUSINESS

BHP Project

Mr. Shay provided an update on the BHP project. An extension was requested by the Quinault Nation and BHP and was granted by the Hearing Examiner until March 31st. The Quinault Nation was going to discuss this at their March meeting but it was cancelled so the extension has now been moved until June. Councilmember Carlstrom asked why are they getting more extensions. Mr. Shay stated that both the Quinault Nation and BHP felt they could work with each other regarding some of the issues and concerns.

Sidewalks 22nd to 23rd St. on
Sumner

Councilmember McMillan asked if the sidewalks on Sumner from 22nd to 23rd would be completed as part of the sidewalk/paving project being done by Roglins. Mr. Shay stated that the north side would be when work is allowed to continue. Council would like to have staff look into completing the south side also.

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- Candlestick Barriers
Removed from Riverside Councilmember Wilson asked why the candlesticks were removed from Riverside on the turn lane. Mr. Shay stated that DOT took them down and he has not received a specific answer from them as to why.
- Hobby Beekeeping Councilmember Carlstrom asked if the council will still be holding a public hearing on hobby beekeeping. Ms. Schmid stated that this will be done at a future meeting so those citizens wishing to comment can attend.
- NEW BUSINESS**
- Cancellation of May 25th
City Council Meeting Staff requested that Council cancel the City Council meeting of May 25th as it falls on Memorial Day. Councilmember McMillan moved to cancel the meeting of May 25th and his motion was seconded and passed by roll call vote.
- Emerson Pump Station Included in the Council packet was an agreement with HDR Engineering to provide design and permitting services for the Emerson Pump Station Project. Councilmember McMillan moved to have the mayor sign the document and his motion was seconded. A brief discussion followed. Mr. Shay stated that this project would tie into the North Levy Project and that the City was awarded \$500,000 in funding and grants to accomplish this. Following this discussion, the motion to authorize the Mayor to sign the agreement passed by roll call vote.
- Excuse Absent Member Councilmember McMillan moved to excuse the absent member and his motion was seconded and passed by a roll call vote of 11 to 1, with Councilmember Wilson voting no.
- Sign on Lincoln/Emerson Councilmember Puvogel thanked whoever was responsible for putting up the sign at the corner of Lincoln and Emerson reminding people that the parks and beaches are closed.
- Public Comment A motion was made to remove the public comment period from the agenda during the virtual meetings and the motion was seconded. A discussion was held on finding a way for the public to be able to comment during the meetings. Ms. Schmid stated that there is no way to record their comments. They can email their questions or comments to Tracy before each meeting and they can be provided to the council. The motion passed by roll call vote of 7 to 4.
- Update from Police
Department/Fire Department Chief Myers provided an update to the council on precautions, etc., being taken during this time. He stated that staff have been provided with masks and gloves and that their call volumes are down. People are not out like normal. Many are out of work, some are experiencing mental health issues, some criminals taking advantage of the situation.

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Jail is at about half the capacity as normal. Fire Representative Rich Malizia stated that the fire department calls are running at about 1/3 down from normal. The Department personnel are using protective equipment. Slowly getting some supplies in. Not as many as we'd like. Both departments are working with county Incident Management Team.

ADJOURN

Councilmember McMillan moved to adjourn the meeting at 8:35 p.m. and his motion was seconded and passed by roll call vote.

BEN WINKELMAN – Mayor

TRACY WOOD – City Council Secretary

