



CITY OF HOQUIAM

City Council Meeting Minutes

May 11, 2020

CALL TO ORDER

Mayor Winkelman called the meeting to order at 7:01 p.m. and wished the City Administrator a Happy Birthday and thanked him for all that he has been doing lately. He asked Mr. Shay to lead the flag salute.

ROLL CALL

In attendance were Mayor Winkelman and Councilmembers Anderson, Carlstrom, Dick, George, Grun, Hinchin, McMillan, Nelson, Patterson, Puvogel and Reid. Councilmember Wilson did resign his position from the Council effective today before the meeting. Mayor Winkelman thanked him for his service.

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

COMMUNICATIONS

There were no public comments submitted.

CONSENT AGENDA

Councilmember Grun moved to approve item a, the city Council minutes of April 27, 2020, as presented. His motion was seconded and passed by voice vote.

OFFICER REPORTS

Estes Timber

Staff recommends that the Council authorize the Timber Harvest Sales within City limits to move forward under the scope of work provided by Estes Timber. Councilmember McMillan moved for approval of the staff recommendation and his motion was seconded. Mr. Shay spoke briefly regarding the report and areas that will be harvested. Councilmember Anderson asked if the city would be replanting trees in some of the harvested area. Mr. Shay stated there were no plans at this time to do so. Following no further discussion, the motion to approve the agreement with Estes Timber, LLC passed by voice vote.

Janitorial Contract

The City recently requested quotes for Janitorial Services for the City buildings. Two quotes were received. AZZ Cleaning Professionals and Christal Clear Cleaning- Staff recommends that the City execute a contract with Christal Clear Cleaning for \$1,550 per month. Councilmember McMillan moved to



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MAYOR REPORTS

Judicial Appointment

approve the staff recommendation to execute the contract and authorize signature. The motion was seconded. A brief discussion followed regarding COVID requirements, after which the motion passed by voice vote.

Mayor Winkelman stated he has interviewed some applicants for the Judicial Appointment. The appointment would be for the remainder of the existing contract, through the end of 2021. Mayor Winkelman asked for council consent on his appointment of Jean Cotton to the position. Councilmember McMillan moved to confirm the appointment of Jean Cotton and his motion was seconded and passed by voice vote.

Municipal Court

Mayor Winkelman stated that he has his first zoom court appearance tomorrow and staff will be working on getting the Hoquiam Court opened back up and operating soon.

Update on Removal of Derelict Vessel

Quiggs has been working on the removal. Mr. Shay will speak with them and provide an update to the council.

HWY 12 Rail Project

Mayor Winkelman was asked to author a letter supporting Aberdeen's HWY 12 rail separation project. That letter was sent out last week.

BHP Project

The BHP project is still being reviewed by the Hearing Examiner.

Fishing Industry

Representatives Kilmer and Butler announced that they secured \$50,000 in funding assistance for the non-tribal fishing industry.

Simpson Sidewalk/Paving Project

DOT and some of the contractors will be returning to work soon on sidewalk and Simpson paving project.



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Public Hearings	Mayor Winkelman stated that the Council will be asked to set Public Hearings for the 6 Year Transportation Improvement Program and other business projects later in the meeting.
Small Businesses	Mayor Winkelman stated there is some frustration from small businesses in town, regarding opening up and other issues they have experienced. He would like to try and establish a position at the City to focus on business and business retention. Consistency and planning are important moving forward and that the City figures out some kind of strategy to help those businesses who are struggling. There may be some things that the city can do to help
Regional Fire Authority	Regional Fire Authority is still being discussed. It has been hard to make progress when the committees cannot meet at this time. We will provide updates to the Council as they are available. Mayor Winkelman stated that he appreciates the Council and Staff for hanging in there during these times. Everyone is doing a great job working through this. He urged the members to continue to check their email, etc., and if issues or questions arise he or staff are here to help.
COUNCIL REPORTS	
Regional Fire Authority – Committee Meeting	Councilmember McMillan asked if the Committee could set up a zoom meeting to start this process. Staff can reach out to the consultant and Corri can set up a zoom meeting once a date and time have been decided.
Hoquiam Business Association	Councilmember Carlstrom stated that the HBA’s website is up and running – www.hoquiambusinessassociation.com . It is bare bones at this time but they are working on it.
Loan Program for Small Businesses	Councilmember George spoke briefly regarding this program. They have gone through a very quick learning process. There is a second wave that is about to happen. First step is to get the loan and the second step is to get that loan forgiven. GGH Inc, had some good information. It is vitally important that we as a city figure out how to help those little businesses.



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	<p>Councilmember Puvogel stated that the City should look into what assistance and help we can provide, keeping in line with City regulations.</p>
Beautification Committee	<p>Councilmember McMillan recognized the beautification committee. He would like to make sure they are aware of how much the City appreciates the volunteers and all that they are doing</p>
NEW BUSINESS	
Public Hearing – 6 Year TIP	<p>Staff requested that the Council set a Public Hearing for the 6 Year Transportation Improvement Program. Councilmember Puvogel moved to set the hearing for June 8, 2020, at 7:00 p.m. His motion was seconded. A hearing notice will be published in the Daily Word. Following no further discussion, the motion passed by voice vote.</p>
Public Hearing - Use of Right of Way	<p>Staff requested that Council set a Public Hearing to consider applications for Use of City Right of Way by the Hoquiam Brewing Company and the 8th Street Ale House. Councilmember McMillan moved to set the hearing for June 8, 2020, at 7:00 p.m. Mr. Shay stated that we would hold the hearing and issue a permit. He spoke regarding what other cities do for these types of permits. Following no further discussion, the motion to set the hearing passed by voice vote.</p>
Public Hearing – Bee Keeping Within City Limits	<p>Councilmember Puvogel moved to set a Public Hearing to consider bee keeping within the city limits for June 8, 2020. His motion was seconded and passed by voice vote.</p>
Reopening After COVID	<p>Mayor Winkelman spoke briefly regarding how the city will be working to open back up. He and staff will be discussing this over the next few weeks.</p>
Council Vacancy	<p>Councilmember Puvogel asked if there was any action needed by the Council for citizens who might be interested in filling the Council vacancy. Ms. Schmid stated that an advertisement will be placed in the paper and also posted on the City website, and will instruct them to submit their letter of interest to the Council Secretary.</p>



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ADJOURN

Also – anyone wishing to make comments for the public hearings can submit them previous to the meeting to the Council Secretary.

Councilmember Reid stated that her daughter was just offered a commission to help put together the World’s First Live Stream Punk Opera in September. She is very proud of her Hometown Hoquiam girl.

Councilmember Puvogel moved to adjourn the meeting at 7:53 p.m. His motion was seconded and passed by voice vote.

BEN WINKELMAN – Mayor

TRACY WOOD – City Council Secretary