

CITY OF HOQUIAM
Council Meeting Minutes

July 13, 2020

CALL TO ORDER

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

ROLL CALL

In attendance at the meeting were Mayor Winkelman and Councilmembers Carlstrom, Dick, George (7:03), Hinchey, McMillan, Nelson, Patterson, Puvogel and Reid. Absent from the meeting were Councilmembers Anderson and Grun.

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

Utility Rate Study – Shawn Koorn

Shawn Koorn, from HDR, made a presentation to the Council regarding the Utility Rate Study that their company completed for the City. Each Councilmember was provided with a written copy of the presentation. Concern was expressed over the proposed increases in costs for our citizens. It was asked if the Watershed fund could be used to cover some of the debt service and keep the rates lower for the citizens. Mr. Koorn stated that the only place Watershed was used on an annual basis was to help pay for the water treatment plant; some of the changes in the rates that you are proposed are due to moving away from using the watershed fund. Mr. Koorn also reviewed the proposed capital facilities charges which are used to pay directly for the oversizing or expansion of the system. Those charges paid by the customer go directly to where the money is spent. If Council decides to eliminate the capital facilities charges, ultimately the City would have to come back to the watershed fund, if it is not coming from rates or capital facilities charges it needs to come from somewhere. When water, sewer storm need money it comes from the watershed. The City can't bank on watershed always having funds there as we don't know what will happen with timber sales and the fund will fluctuate based on that. It was asked what exactly is the customer paying for storm water, are they paying for drains, etc. Mr. Shay stated they are paying for treatment and the workforce, i.e., cleaning drains, replacing pumps, etc. Following a lengthy discussion, the Councilmembers were asked to put any other questions in writing and get those to Corri.

CONSENT AGENDA

Council Vacancy

Three letters of interest were submitted regarding the Ward 1 Council Vacancy. Mr. Darrel Cramer, Mr. John Pellegrini and Mr. David Day submitted their letters which were provided to the Councilmembers. Councilmember Puvogel moved that each candidate be allowed to speak for two minutes as to why they would be a great addition to the

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council. Mayor Winkelman stated that no motion was needed. Mr. Darrell Cramer stated that he is withdrawing his letter at this time. He does not believe he can commit the time needed for the position at this point.

Mr. David Day thanked the council for the opportunity. He never been in politics before but he feels if you get involved, you learn and it interests him at this particular point. At this time we need people who can think with a clear head, and he feels he can do that. He is a Home Health Nurse and has lived in the ward for the last seven years.

Mr. John Pellegrini stated that he spent 12 years on the Council previously. He has always considered this position as a way to give back to his community. Councilmembers should analyze information and ask pertinent questions. We should look ahead in our planning and views on how we maintain the city and our plans on how we can improve the city.

COMMUNICATIONS

There were no written communications received.

CONSENT AGENDA

Councilmember McMillan moved for the approval of consent agenda items a and b, as presented. His motion was seconded. Those items appearing on the consent agenda were as follows:

- The City Council Minutes of June 22, 2020;
- An Inmate Communications Agreement through NCIC to provide inmate telephone and related communication services.

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

COMMITTEE REPORTS

Public Safety Committee

Hobby Bee Keeping

The Public Safety Committee made a recommendation to the council that the draft ordinance concerning hobby bee keeping drafted by the City Attorney be considered for adoption at the next Council meeting. Councilmember Carlstrom moved to accept the committee report and her motion was seconded. Councilmember Patterson stated that the committee had reviewed the comments received from the public and the committee has opted to submit the ordinance drafted by City Attorney. The motion for approval of the committee report passed by a voice vote of 8 to 1, with Councilmember McMillan voting no

OFFICER REPORTS

Broadway Roadway Project
Grant

Mr. Shay presented a written report to the Council regarding the award of \$1,576,700 through the Federal Surface Transportation Program (STP) for repair of Broadway. The project will be done in

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two phases. The city is required to match 13.5%. We are also required to amend our 6 Year TIP which is attached to the officer report. Staff recommends council accept the grant, authorize Mayor to sign and approve the amendment to our 6 Yr. TIP. Councilmember McMillan moved for the approval of the staff recommendation and his motion was seconded. Following a brief discussion, the motion passed by voice vote.

RFA Planning Study Grant The Washington State Department of Commerce has awarded \$10,000 towards the Aberdeen/Hoquiam Regional Fire Authority Planning Study. The grant will be shared by the two cities for the costs of our consulting contracts. Councilmember McMillan moved to accept the grant and his motion was seconded. Staff was asked what the total cost for this would be. Mr. Shay stated that the total is \$30,000 which was to be split evenly. This grant will lower the cost to each city by \$5,000 each. The motion to accept the grant passed by voice vote.

Bond Measure – Fire Engine Mr. Shay submitted a written report to the council regarding the recommendation of the Public Safety Committee for the city to place a public bond measure on the ballot to purchase a new fire engine/pumper truck. The City currently has three engines, being 31, 24 and 18 years old. Staff reviewed the requirements to place a bond measure on the November general election which would be the least expensive election cost to the City. The deadline to adopt an ordinance or resolution would be August 4th. The cost for the engine would be \$850,000. Staff recommends that the Council place a formal ordinance on the July 27th agenda for consideration. Councilmember Puvogel moved to adopt the staff recommendation and his motion was seconded. Following further discussion, the motion to approve the staff recommendation passed by voice vote.

Wireless Access Points Ms. Schmid submitted a written report to the council regarding the need to upgrade the City wireless internet capacity due to the increased use of wireless devices. The City received three quotes (which do not include sales tax) as follows: CDW \$16,596.30; SHI \$16,404.08 and Tech ConneX \$16,044.98. Staff recommends that the Council approve the purchase of wireless access points through Tech ConneX as the apparent low bidder for the amount of \$16,394.98. Councilmember Puvogel moved to approve the staff recommendation and his motion was seconded and passed by voice vote.

Fire Department Update Rich Malizia from the Fire Department provided an update to the Council regarding call numbers and training hours at the Fire Department. He stated that while people were on the Stay at Home

order they had significantly less calls than normal. Captain Miller has put in a fire grant for the apparatus, but don't know if anything will be awarded due to COVID. The 1996 Engine is having some problems and the department needs to move forward on replacing it. Dave Hunt retired the end of May with over 32 years of service. Have one opening which we held interviews for on Friday. An offer was made to a candidate and was accepted. The Department would still like to promote within for an assistant chief position. It is looking like they will have two more positions retire by next July, so there will be a total of three positions to fill. GH College is also planning to add a paramedic class in 2021. The Department will also need a new rescue vehicle in the near future. Councilmember Puvogel asked if the Department has enough PPE. Depending on the equipment, some ages out at 10 years. Malizia is not sure the status at this time of what equipment is getting close to that. N95's are difficult to get at this time but the Department has a good stock at this point.

MAYOR REPORTS

SCAM

Mayor Winkelman stated that there is a SCAM going around which looks like it is being sent from him. Do not fall for it and go out and buy gift cards.

Utilities

He asked Council that if they are being contacted by citizens regarding utilities to please direct them to the Finance Department for assistance.

Budget Schedule

Staff is hoping to have the Budget schedule at next meeting. If you have specific questions regarding the budget please get in touch with Finance or Staff and ask questions.

Ride-Along Program with Patrol

Mayor Winkelman participated in a ride-along on July 3rd. He encouraged Council to take advantage of this.

Laser Show

The Laser show held at Immanuel Baptist on the 4th was great. He thanked the church for sponsoring this.

Baseball at the Stadium

He has been hearing some concerns regarding the baseball leagues at the stadium. Both leagues were asked to submit safety plans due to COVID and they seem to be complying with the plans. He and several others have visited the sites to make sure they are complying with the rules. He will have Tracy forward the safety plans to the Council.

Batting Cages

Mayor Winkelman and several volunteers have been looking at getting Mr.T's batorama back open. There is going to be some work

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to try and get that done. Several volunteers are involved in the project. Also the City hopes to install a new fiber WIFI line into the stadium.

COUNCIL REPORTS

RFA

Councilmember McMillan reported that the RFA met for the second time and picked a chair and vice chair. The next meeting is scheduled for July 21st. The Committee hopes to have a recommendation to the council by June of next year.

LEGAL BUSINESS

Resolutions

Grays Harbor County Solid and Hazardous Waste Management Plan

A Resolution adopting the Grays Harbor County Solid and Hazardous Waste Management Plan for years 2020-2025. Councilmember Puvogel moved for the approval of the resolution and his motion was seconded. The motion passed by voice vote.

Hoquiam Register of Historic Places – 502 J St.

A Resolution listing 502 J. St. on the Hoquiam Register of Historic Places. Councilmember Puvogel moved to approve the resolution and his motion was seconded. The motion passed by voice vote.

Hoquiam Register of Historic Places – “The Vasa Hall” 1941 Riverside

A Resolution listing the Vasa Hall Building at 1941 Riverside Drive on the Hoquiam Register of Historic Places. Councilmember McMillan moved to approve the resolution and his motion was seconded and passed by voice vote.

OTHER LEGAL

Grays Harbor Council of Governments MOU

The Brownfields Assessment Coalition Memorandum of Agreement between the following Parties: Grays Harbor Council of Governments, City of Aberdeen, City of Hoquiam, City of Cosmopolis, City of Westport and the City of Elma and naming Grays Harbor Council of Governments as the lead coalition member. GHCOG received a grant to do analysis at different sites throughout the County and this new grant adds additional cities. Councilmember Puvogel moved to have the City Administrator sign this MOU. His motion was seconded and passed by voice vote.

OLD BUSINESS

Yard of the Month

Councilmember McMillan stated that the 1st ward has awarded the yard of the Month to Mr. Fairchild and he has his sign displayed proudly. Puvogel thanked councilmember McMillan for reviving this program. Councilmembers can pick up their ward sign from Tracy.

NEW BUSINESS

Council Vacancy

Councilmember Puvogel moved to select a candidate for the Ward 1 Council Vacancy. His motion was seconded and passed. Councilmember McMillan stated that in the past Council would go into executive session to discuss the candidates. He believes we have two great candidates. Mr. Pellegrini was on the council for 12 years

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and did a wonderful job, he is bright, he thinks outside the box, and he also knows the water and storm/sewer system. A roll call vote was taken and each Councilmember stated the name of the candidate they were voting for. Mr. Pellegrini was elected by a vote of 6 to 3, with Councilmembers Hinchey, Puvogel and Reid voting for Mr. Day. Mayor Winkelman thanked the other two candidates for their interest. Mr. Pellegrini will be sworn in over zoom at the next council meeting.

Excuse Absent Members

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

ADJOURN

Councilmember Carlstrom moved to adjourn the meeting at 9:05 p.m. and her motion was seconded and passed by voice vote.

BEN WINKELMAN, MAYOR

TRACY WOOD, COUNCIL SECRETARY