

**CITY OF HOQUIAM**  
**Council Meeting Minutes**

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**September 28, 2020**

**CALL TO ORDER**

Mayor Winkelman called the meeting to order at 7:01 p.m. Council Secretary Tracy Wood led the flag salute.

**ROLL CALL**

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

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**

Greater Grays Harbor Inc.

Lynette Buffington and Grant Jones from Greater Grays Harbor Inc. were in attendance at the meeting. Ms. Buffington made a presentation to the council on their accomplishments over the past year. GGHI has They have also been in contact with six businesses on relocating to the Harbor. They have included COVID information on their website and also have tourism information, development information, an on-line directory and promotion of local businesses. They have recently offered a 3 month waiver on dues for their members. Mayor Winkelman thanked them for what they have been doing. A discussion followed wherein GGHI answered questions for the council regarding attracting businesses and housing

**CONSENT AGENDA**

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

- The City Council Minutes of September 14, 2020;
- The Regulatory Committee Report recommending approval and payment of claim check numbers 94553 through 94741 in the amount of \$648,039.41; claim auto pays and EFT number 395 in the amount of \$18,622.66; payroll check numbers 29580 through 29612 in the amount of \$191,957.25; payroll ACH and EFT's in the amount of \$398,080.54 and \$211,167.97 respectively; and that payroll and benefits for the month of September 2020 be approved and issued at the proper time.

The motion for approval passed by voice vote.

**OFFICER REPORTS**

Olympic Stadium Grant

City Administrator Shay announced that the City has received a \$900,000 Grant for Olympic Stadium through the Department of Commerce. He thanked Tracy who put this grant together and stated

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that it was a very competitive process. This grant will be used for siding/painting and some work on the grandstands.. We hope to hear something on Friday about RCO grant which was also submitted which will be used for field improvements and other renovations. It was for \$350,000.

**MAYOR REPORTS**

**PUD Fiber**

Mayor Winkelman stated that the installation of the PUD fiber to the Stadium is complete and runs to the press boxes; the school district received a grant for cameras for livestreaming and they will be installed in the near future.

The City submitted an Urban Community Forest Grant Application; the City has looked at several properties in the past – such as the Sundquist family trust property, properties owned by ITT Rainier, etc.

Mayor Winkelman reminded the Council and citizens that the Simpson Avenue bridge will be closed overnight for expansion repairs.

National Night out was postponed from August to October this year but it has now has been cancelled for this year. Today is National Good Neighbor Day so take some time and go meet your neighbors or do something nice for them.

The Great Shake Out drill is October 15<sup>th</sup>. The City will not be mobilizing this year, but it is a good time for citizens, businesses and families to consider emergency and evacuation plans.

Election day is coming up soon and he would like to encourage everyone to vote. The Hoquiam Fire Engine replacement will be on the ballot.

He and Staff are continuing to work on the budget, they are making progress but we are dealing with a difficult budget. Hoping to have a balanced budget to the council soon for their review.

**COUNCIL REPORTS**

**Hoquiam Business  
Association**

Councilmember Carlstrom reported that HBA is going to proceed with downtown trick or treating. Social distancing rules will apply and businesses will sign up to hand out candy between 1:00 to 3:00 p.m. on the 31<sup>st</sup>. There will be a movie at the 7<sup>th</sup> St. Theatre at 7:30 that evening.

**ADA Accessible Boat  
Launch**

Councilmember Carlstrom is also trying to obtain a video to share with the council regarding an ADA accessible boat launch for

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Kayaks. She is waiting to hear back from the company and will provide the information to the council when she receives it.

RFA Meeting

Councilmember McMillan stated that they are still the RFA I continuing to meet and moving at a good pace.

Yard of the Month

Councilmember McMillan reminded the council to keep the staff informed of their Yard of the Month recipients. Councilmember Anderson stated that while they are picking their yard of the month, you could also keep track of some yards that might need some work.

**LEGAL BUSINESS**

**Resolutions**

Designating Authorized  
Representative –  
Community Forest Grant

A Resolution authorizing Mr. Shay to act as the authorized representative/agent on behalf of the City of Hoquiam and to legally bind our organizations with respect to the Community Forest Grant Application. Councilmember McMillan moved for the approval of the Resolution and his motion was seconded. Following a brief discussion, the motion to approve passed by voice vote.

**OTHER LEGAL**

Public Consulting Group

An renewal/extension to the Public Consulting Group contract between the City of Hoquiam Fire Department and the Public Consulting Group. Ms. Schmid stated that this will extend the current GEMT contract through June 30, 2023. They have been doing a great job and the City has been using them for the past 3 years. Councilmember McMillan moved to approve the contract extension and his motion was seconded and passed by voice vote.

Business Licensing Services  
Agreement

An Agreement between the Department of Revenue and the City of Hoquiam. Councilmember McMillan moved to authorize the Mayor to sign the agreement and his motion was seconded. Ms. Schmid explained that we passed the Business License Ordinance at the last meeting and this agreement allows the City to start working towards a transition for DOR to handle the business licenses. This will not be at a cost to the city. The motion passed by voice vote.

**OLD BUSINESS**

Ward 3 Vacancy

Ms. Wood reported that although we did receive three letters of interest, two did not qualify as they had not lived in Hoquiam for the required year, and the other person who inquired did not live in the correct Ward. We have 90 days to fill the position and will re-advertise it for another 30 days.

Planting in Parking Strips

Councilmember Anderson stated that the public utilities met and felt that the Urban Forestry Board should look at this. She moved to refer it to their board and her motion was seconded. Councilmember McMillan stated that the yards in our city are large and he doesn't

Vacation of a Portion of

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- Paulsen/Airport Way believe this makes any sense. He will be voting no. Let the motion die. Councilmember Puvogel stated that this had come from a citizen inquiry. The motion to refer passed by voice vote.
- Stadium Repairs Councilmember McMillan asked if there was a list of the repairs/renovations that we plan to do at the stadium. Mr. Shay stated that we have a list from the architect of the recommended renovations.
- Excuse Absent Members Councilmember McMillan moved to excuse the absent member and his motion was seconded and passed by voice vote.
- ADJOURN** Councilmember McMillan moved to adjourn the meeting at 8:02 p.m. His motion was seconded and passed by voice vote.

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BEN WINKELMAN – MAYOR

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TRACY WOOD – COUNCIL SECRETARY

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