



## CITY OF HOQUIAM

City Council Meeting Minutes

February 22, 2021

### CALL TO ORDER

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

### ROLL CALL

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

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

### CONSENT AGENDA

Councilmember Grun moved to approve items a and b on the consent agenda and his motion was seconded. Those items appearing on the consent agenda were as follows:

- The City Council Minutes of February 8, 2021;
- The Regulatory Committee Report recommending approval of payroll check numbers 28734 through 29761 in the amount of \$183,488.28; Payroll ACH and EFT's in the amount of \$446,809.13 and \$243,914.76 respectively;

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

### COMMITTEE REPORTS

Public Utilities Committee –  
Capital Facilities Charge

The Public Utilities Committee recommended that staff draft an ordinance for consideration that would set the Capital Facilities Charge for a 5/8 inch water service and standard sewer service at \$750 each. For services with a larger water meter the city will use the American Water Works Association Standards table (as attached). The ordinance should also include new language that a utility service will be deemed abandoned after 5 years without usage. Upon a request for new utilities (even if the old lines still exist and can be used) the applicant would pay the capital facilities charges prior to occupancy. Councilmember McMillan moved for adoption of the committee report and his motion was seconded. A brief discussion was held regarding the 5 year abandonment clause. Staff explained this was discussed in 2019 and gives the owner the incentive to use the property within a



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Public Safety Chair

reasonable timeframe. Following further discussion on the American Water Works Association Standards, the motion for approval passed by voice vote.

The Public Safety Committee met before the meeting and selected Councilmember Reid as their chair.

## OFFICER REPORTS

Purchase of Public Works Vehicle

Included in the packet was a request from staff that Council accept the bid and approve the purchase of one 2021 Ford F-450 truck for the public works department. Councilmember McMillan moved for approval of the staff recommendation and his motion was seconded. A brief discussion followed regarding the State bid. Councilmember Grun asked if this purchase was on the schedule for replacement; Mr. Shay stated that it was and that funds were set aside for the purchase. Ms. Schmid explained the Equipment fund and how each department puts money aside for the equipment and vehicle replacements. Some of these purchased were delayed in 2020 due to financial restraints. Following the discussion, the motion to accept the bid and approve the purchase passed by voice vote.

Purchase of Mower for Parks and Mower and Gator for Cemetery

Included in the packet was a request from staff to accept the state bids as attached for the purchase of one John Deere x750 Mower for the Parks Department and a John Deere x758 Mower and John Deere Gator diesel for the Cemetery. Councilmember McMillan moved to accept the bids and approve the purchase of the equipment. A discussion followed on the hours the other mowers currently have on them. Staff explained that the Mechanic is recommending these purchases due to labor and parts costs on the old mowers. Councilmember Dick stated that the cemetery is rough on equipment due to the terrain. Staff answered questions regarding the need for the Gator at the Cemetery and also answered questions regarding John Deere equipment. By utilizing the state bid, we get the best purchase prices. Following the discussion, the motion for accepting the bids and approving the purchase of the new mowers and gator passed by voice vote.

Adams St. Waterfront Park Bids

Six bids were submitted to construct the new waterfront park on Adams Street as follows: Granite Construction \$372,438.01; Gill Construction \$343,161.87; Quigg Construction \$332,694.95;



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Fire Engine Change Order

Rognlin's Construction \$282,720.74; Brumfield Construction \$370,091.21; and NOVA Construction \$354,469.51. Staff recommends that council accept the bid from Rognlin's Inc. as the apparent low bidder. Staff further requested that Council authorize staff to approve any change orders up to a total of \$15,000 should any unidentified issues arise during the project. Councilmember McMillan moved to approve the staff recommendation and his motion was seconded. Council asked what was budgeted for this project and Mr. Shay stated \$280,000; The contract states work will be completed within 60 days. The motion to approve the staff recommendation passed by voice vote.

Ms. Schmid provided a written report to the Council regarding the Fire Engine Bond Purchase. In reviewing the contract for the purchase of the engine there was a \$12,712 discount for 100% pre-payment. The City does not pre-pay on these types of purchases. Staff recommends that Council approve a change order in the amount of \$12,712 and give the Fire Chief the authority to negotiate necessary change orders regarding the construction of the engine up to \$15,000. Councilmember McMillan moved to approve the staff recommendation and his motion was seconded and passed by voice vote.

## **MAYOR REPORTS**

Christmas Decorations

Mayor Winkelman informed Council that staff was contacted by the City of South Bend who offered to sell some of their Christmas decorations to the city. We will be picking those up on Friday.

Council of Governments

Mayor Winkelman stated that at the recent COG meeting he was elected as Chair of the COG Board.

School Back in Session

Mayor Winkelman announced that part of the elementary is back to in person learning and that High School football and soccer are being played at the stadium. The field is wet and soft but will hopefully hold up. There is a 200 person maximum on spectators/attendees at this time



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Geocaching

The Mayor and his daughter recently went Geocaching at sites around Hoquiam. It has become a very popular activity and they hope to do it again.

Meetings

We will continue with Zoom meetings at this time but hope that the Council will be able to have in person meetings sometime in the near future.

Streaming of High School Sports

Councilmember Puvogel spoke briefly regarding the high school sports; a number of people have subscribed to the streaming service to watch the games, etc. The video set-up at the stadium is great and works well. He would like to see staff look for grants to try and get turf

Vaccinations

Councilmember McMillan stated that Harbor Drug is getting some doses of the vaccine if people are still looking for somewhere to get one. Councilmember McMillan thanked the Mayor, Hoki Moir, Colton and Dave Smith who all shoveled the parking lot so that Seniors could get in for their shots

RFA

The RFA will be meeting on Thursday – should have results to council within the next few months.

Recreation Activities in Hoquiam

Councilmember Reid has been in contact with the National Kayak association. She is putting together an article for their publication and would like to have any info regarding good spots in recreation spots in Hoquiam.

### **LEGAL BUSINESS Ordinances**

Capital Facilities Charges

An Ordinance relating to capital facility charges imposed to connect and receive city water service and city sewer service; amending Section 8.10.035 to the Hoquiam Municipal Code; and amending Section 8.12.047 to the Hoquiam Municipal Code. Councilmember McMillan moved for adoption of the ordinance and the motion was seconded. There was no discussion and following the second reading the motion passed by unanimous roll call vote.



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**Resolutions**

Zoning on 5<sup>th</sup> St.

A Resolution of the City Council of the City of Hoquiam, Washington, relating to an amendment of Hoquiam Municipal Code chapter 10.03, pursuant to Section 10.07.140 of the Hoquiam Municipal Code. Councilmember McMillan moved for approval of the resolution and his motion was seconded. seconded. A brief discussion followed regarding where the zoning change proposal would be for the 5<sup>th</sup> St. Extension. Councilmember Puvogel stated this this was discussed at the last meeting regarding the area surrounding the new park. This resolution is to refer this to the planning commission for discussion. Councilmember Grun stated he is opposed to this. 5<sup>th</sup> St. is an industrial area with truck traffic. The current property owners in that area will not be in favor of doing something like this. It is not a good fit. Councilmember Puvogel agreed that he can't see anyone building a house out there either. Following the discussion the motion passed by voice vote.

**OLD BUSINESS**

Council Retreat

Council was reminded of the Council Retreat on March 1<sup>st</sup> 2021 from 6:00 to 9:00. This will be a zoom meeting. If Council has questions for staff that they would like to have answered at the retreat please call them. He asked that each Councilmember bring an idea of something they would like to see happen in 2021.

Permit for Gathering  
Firewood

Councilmember Hinchin has had questions asking how residents can get permits to get the usable firewood out of the slash piles. Councilmember Grun suggested that this be referred to the Watershed Committee. Councilmember Hinchin moved to refer this issue to the Watershed Committee and his motion was seconded and passed by voice vote.

**NEW BUSINESS**

Vacation Permit Public  
Hearing

Staff requests that Council set a public hearing for a Street Vacation Permit Application for March 22, 2021. Councilmember Puvogel moved to set the Public Hearing as requested and his motion was seconded. Mr. Shay stated this is



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**Excuse Absent Member**

for the alley between Crown Drug and the YMCA. The motion passed by voice vote.

A motion was made by Councilmember McMillan to excuse the absent councilmember. His motion was seconded and passed by voice vote.

**EXECUTIVE SESSION**

Real Estate

It was announced that council will adjourn to executive session to discuss Real Estate for approximately 10 minutes. At 8:06 p.m. Council took a 5 minute recess after which they will come back to order in executive session.

**ADJOURN**

Council came back to order in regular session at 8:26 p.m. Councilmember Puvogel moved to adjourn the meeting. His motion was seconded and passed by voice vote.

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BEN WINKELMAN – Mayor

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TRACY WOOD – City Council Secretary