



CITY OF HOQUIAM

City Council Meeting Minutes

Sept. 13, 2021

CALL TO ORDER

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

ROLL CALL

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

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

CONSENT AGENDA

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

- City Council Minutes of August 23, 2021;
- An Agreement with the Coastal Community Action Program for the Low Income Home Heating Assistance Program (LIHEAP) Water Assistance

Councilmember Grun asked what the Coastal Community Action Program agreement was and how it worked. Ms. Schmid explained that this is a low-income assistance program through CCAP, if a citizen needs assistance they can go through CCAP or call our utility office and they will give them the information on how to contact CCAP to help with utility bills.

Following this brief discussion, the motion for approval of the consent agenda passed by voice vote.

COMMITTEE REPORTS

Regulatory Committee –
Court Staffing Increase

The Regulatory Committee made a recommendation that the staffing increase for the Hoquiam Municipal Court from 1.4 FTE's to 2.0 FTE's be funded out of the general fund reserves. Councilmember Puvogel moved to approve the report and his motion was seconded. Councilmember Puvogel stated that his motion is to strictly accept the report, not council approval to increase the staffing. Councilmember McMillan stated that he



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disagrees with this recommendation. We are already using funds this year out of the general fund and have already over spent. There are many other areas within the city that could use more help and we are not filling them. Councilmember Grun stated that the Judge provided information about this to the Regulatory Committee. New Court mandates were mentioned and she said if the position is not approved, those mandates will not be met. She feels this is a necessary item to fulfill the obligations of the Court. She had also said that in the past the court has been pretty tight on their staffing and compared Aberdeen to our Court. She feels the two cities are about equal in the number of cases and workload. Mayor Winkelman stated that he appreciates the discussion. This has been a different type of year with doing all the court proceedings through zoom. Further discussion was held on what the added percentage of FTE would be doing. Judge Cotton stated that the court has functioned under staffed for a long period. When she came on there was an immense backlog. This person is responsible for record keeping, zoom meetings, dockets, literally too much for one person. With the new mandates through the legislature, this simply cannot continue. Following this discussion, Councilmember Puvogel asked what the procedure would be to vote on this request. Mr. Johnson explained that Council could bring it up under New Business. The motion to approve the committee report passed by voice vote.

OFFICER REPORTS

Remote Workplace Software

Ms. Schmid provided a written report to the Council requesting that they approve the purchase for Remote Workspace Software which would allow employees to remotely log into their desktops when working offsite. This would give the city the possibility of creating a more flexible work environment. This is not a budgeted item and the total cost for the purchase would be approximately \$14,634. Councilmember McMillan moved for approval of the staff recommendation and his motion was seconded. Councilmember Grun asked if there was anything in place at this time to allow this and Ms. Schmid answered no. If purchased, this would allow for anyone working for the city to be able to access their desktop from remote locations. The Tech ConneX software is being recommended by the IT department as the best quote they received. It was further explained that ARF funds could be used and that following the original purchase cost it would be approximately \$2,100 per year for a 12 year service



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MAYOR REPORTS

Loggers' Playday

package. Following further discussion, the motion passed by voice vote.

Mayor Winkelman thanked all of the staff who worked on Loggers' Playday and thanked the Councilmembers and Committee members who staffed the two city booths. He and his family have done a "litter" patrol following the parade and vendor fair each year and he noted that there was a notable difference in the amount of litter after LPD this year. So much less this year. Many people cleaned up after themselves, which is a good sign that people care about their community.

Arbor Day and Walk with the Mayor

The City has plans for a planting celebration coming up in the new park through Arbor Day. More details will be provided. Currently he knows there is some social frustration with the COVID regulations, having impacts on home, work, etc., He believes this frustration is due to the feeling that we are not in control of certain parts of our lives. He encouraged everyone to concentrate on something that you can control to help get that sense of security back. If any citizen would like to join his for a walk through their neighborhood, please call his office at 532-5700 ext. 211 – to schedule "A Walk With the Mayor." He hopes this will give him a better understanding of the neighborhoods and more knowledge regarding the problems they have. He also encouraged any council who would like to, to join him.

Public Concert and Laser Show

There have been some logistical issues with the free concert and laser show for the public proposed for September 25th. We are not able to use the Anderson Middleton property. He is asking for council concurrence on hosting this event at Olympic Stadium. Under the Governor's directive, everyone will need to wear masks and socially distance. He would like the city to co-host and allow the use of the stadium at no cost. They will bring in their own sound system and staging with no cost to the city.

OLD BUSINESS

Business Signage

Councilmember Carlstrom brought up signage for the downtown area and suggested that the city could possibly install a sign by



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Mr. T's	<p>Farmers Market – rather than using DOT signage or at the Loggers' Playday park. Mr. Shay stated that businesses can have off premise signs per our code and have the opportunity to utilize the DOT signage on the highway. To have an off-premise sign they must pay the \$3000 for a variance. They can purchase a sign through the State highway system through DOT as well.</p>
NEW BUSINESS	<p>Staff was asked what the status of Mr. T's was. It was reported that the Sports Group have been presented with a lease and have not signed it or returned it. They asked for a change in the lease and the City stated it needed to be as is. The Group has indicated that they want to fundraise to help with repairs, utilities, insurance, etc.</p>
Damaged Police Vehicle	<p>Councilmember Puvogel asked the chief for an update on the damaged patrol vehicle. Chief Myers stated that it is estimated there is \$9,000 in damage and it will be repaired.</p>
Excuse Absent Members	<p>Councilmember McMillan moved to excuse the absent members, and his motion was seconded and passed by voice vote.</p>
Court Staffing	<p>Councilmember Grun made a motion to approve increasing the court staffing from 1.4 FTE's to 2.0 FTE's. His motion was seconded. Councilmember Puvogel asked for clarification that the funding would come from the General Fund Reserves. Following the motion and clarification, the motion to approve the staff increase passed by voice vote.</p>
Stadium Use for Concert	<p>Councilmember Grun moved to approve the request for use of the stadium for the concert and laser show on September 25th. His motion was seconded and passed by voice vote.</p>
EXECUTIVE SESSION	<p>Councilmember Puvogel moved for a 5 minutes recess at 7:55 p.m., after which council will adjourn to an Executive Session for approximately 10 minutes to discuss real property. Possible action will occur once they come back to order. His motion was seconded and passed by voice vote.</p>



CALL TO ORDER

Sale of City Property

Council came back to order in regular session at 8:20 p.m. Councilmember McMillan moved to approve the sale of the old senior center property to Patrick Durney and the motion was seconded and passed by voice vote.

Councilmember McMillan moved to authorize Mr. Shay to negotiate the sale of the land owned next to City Hall to the County. His motion was seconded and passed by voice vote.

ADJOURN

Councilmember McMillan moved to adjourn the meeting at 8:28 p.m. and his motion was seconded and passed by voice vote.

BEN WINKELMAN – Mayor

TRACY WOOD – City Council Secretary