



# CITY OF HOQUIAM

City Council Meeting Minutes

Nov 08, 2021

## CALL TO ORDER

Mayor Winkelman called the meeting to order at 7:00 and Councilmember Ushman led the flag salute.

## ROLL CALL

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

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.

Mayor Winkelman asked for a moment to recognize Ocean Shores Mayor Crystal Dingler who passed away over the weekend. Our thoughts are with her family and friends.

## CONSENT AGENDA

Councilmember Grun moved to approve 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 October 11, 2021;
- The Regulatory Committee Report recommending approval and payment of Claim check numbers 97134 through 97321 in the amount of \$354,400.30; claim auto pays and EFT numbers 481 through 493 in the amount of \$49,719.43; payroll check numbers 29973 through 30000 in the amount of \$188,885.58; payroll ACH and EFT's in the amount of \$425,783.39 and \$215,341.11 respectively; and that payroll and benefits for the months of October and November 2021 be approved and issued at the proper time.

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

## OFFICER REPORTS



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HPD Patrol Vehicle Bid

Chief Myers provided a written report to the council regarding the bid through the State for the replacement Police Vehicle previously approved by the Council. Staff is requesting the Council approve the purchase of a new Ford F-150 Police Responder Crew Cab 4WD for the state bid price of \$41,213.68. Councilmember McMillan moved to approve the report and staff recommendation and his motion was seconded. A brief discussion followed where in Chief Myers stated that this is a crew cab truck and it will be outfitted with a screen and prisoner housing in the back seat. The motion for approval passed by voice vote.

HFD – Purchase of 4 Portable Radios

## **MAYOR REPORTS**

Elections

Mayor Winkelman thanked everyone who participated in the recent elections from those who voted to those who participated as candidates.

Records Clerk at PD

The Police Department is in the process of hiring a new records clerk.

Grants

Several grants have been submitted and Mayor Winkelman thanked Brian and Tracy for the work they have put into those.

Police Navigator Position

The Police Navigator position has been filled. Mayor Winkelman asked Chief Myers to provide some background on this position following his Mayor reports.

Fun Run

The Mayor's daughter has asked if the City could work with her and volunteers that she will recruit to offer a fun runs at the beginning of the year. He has been discussing this with Tracy and it might be hosted by the City or it might be hosted by the volunteers.

Laser Light Show for Halloween

The light show on Halloween was great. Lots of families joined and trick or treated there.



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Food Ball

Food ball just ended. The last two years there was no competition between the schools. They joined together and collected 5,979 lbs. of food and cash donations of \$104,416.79 in cash totaling an equivalent of 1,050,147 in food for Coastal Harvest food bank.

Black Bear on the Hill

There seems to be a black bear roaming around up by the Cemetery so citizens should stay alert in that area

Navigator Position

Chief Myers stated that Alana Moore has been hired to fill the Police Navigator position, which was funded through a WASPC grant. She has her masters. She will not do counseling but will “navigate” people to the services that they might need. This is a big step in meeting the challenges of those needing help. Councilmember Puvogel stated he is appreciative that this is happening and it is a good partnership with the other cities. Councilmember Grun asked if there were other agencies doing this? Chief Myers stated that we are the first department to have this position in Grays Harbor County, although there are a few other departments throughout the state that have this position.

## COUNCIL REPORTS

Beautification Committee

Councilmember McMillan stated that the beautification committee has changed the planters out to winter flowers. They will also be working on lighting up Hoquiam again this year.

Holiday Coin Hunt

There will be another coin hunt this year between Thanksgiving and Christmas. Coins will be hidden throughout town.

Lighting by Bridge

Mayor Winkelman thanked staff for their work on lighting up the bridge. It was a pretty dark area and the crew has put some lighting up.

Mr. T’s

Councilmember Hinchin stated that the Sports Association received \$10,000 private donation which will allow them to access the \$20,000 grant from the Community Foundation for the repair of Mr. T’s.



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Turf Committee  
Intersections on Lincoln

Councilmember Hinchon stated that the Turf Committee will be speaking with a turf company representative and hope to come forward with a recommendation after we get some questions answered.

## **LEGAL BUSINESS Ordinances**

Relating to Drug Offenses

An Ordinance relating to drug offenses; amending section 5A.70.010 of the Hoquiam Municipal Code; repealing section 5A.70.020 of the Hoquiam Municipal Code; and amending Section 5A.20.030 to the Hoquiam Municipal Code. Ms. Schmid read the ordinance by title and Councilmember McMillan moved for adoption of the Ordinance. His motion was seconded. Mr. Johnson explained that these amendments are being made to put the City in compliance with State laws following the Blakely decision. Mr. Schmid read the ordinance by title a second time after which the motion to adopt the Ordinance passed by unanimous roll call vote.

Ad Valorem Tax

An Ordinance relating to ad valorem tax; setting and levying the ad valorem tax levies for the General Fund, the Ambulance Fund, the Fire Truck Bond Fund and EMS Bond Fund of the City of Hoquiam for fiscal year 2022. Ms. Schmid read the ordinance by title. Councilmember McMillan moved for approval of the Ordinance and his motion was seconded. Ms. Schmid provided a brief summary of what the city can ask for. She then read the Ordinance by title a second time after which the motion to adopt the Ordinance passed by unanimous roll call vote.

## **Resolutions**

Ad Valorem Tax Levy

A Resolution of the City of Hoquiam, Washington, declaring the need to recover the 2022 ad valorem tax levy over the 2021 tax levies. Councilmember McMillan moved for adoption of the Resolution and his motion was seconded. Following a brief



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	<p>discussion on the amount of the refund levy, the motion passed by voice vote.</p>
<p>Surplus Property</p>	<p>A Resolution declaring certain personal property owned by the City to be surplus items pursuant to Hoquiam Municipal Code Sections 1.64.005, 1.64.010 and 1.64.020. The property being surplus is a 2010 John Deere lawnmower from the Public Works department. Councilmember McMillan moved for adoption of the resolution and his motion was seconded and passed by voice vote.</p>
<p>Surplus Property</p>	<p>A Resolution declaring certain personal property owned by the City to be surplus items pursuant to Hoquiam Municipal Code Sections 1.64.005, 1.64.010 and 1.64.020. The property being surplus is a 2016 Chevrolet Tahoe, VIN 1GNSKDEC9GR114282 from the Hoquiam Police Department. Councilmember McMillan moved for the adoption of the resolution and his motion was seconded and passed by voice vote.</p>
<p><b>Other Legal</b></p>	
<p>WA Public Defense Grant</p>	<p>Included in the packet was a grant agreement from the Washington State Office of Public Defense in the amount of \$42,000. Councilmember McMillan moved to accept the grant and his motion was seconded. Ms. Schmid provided a brief summary of how the funds are used after which the motion to accept the grant passed by voice vote.</p>
<p>HDR Engineering – Queen Avenue Pump Station</p>	<p>Included in the packet was an Agreement between the City of Hoquiam and HDR Engineering for services in connection with the Queen Avenue Pump Station project. Councilmember McMillan moved to approve the agreement and authorize signing the documents and his motion was seconded. Councilmember Grun asked if these projects could be combined under one project. Mr. Shay explained that there are different grants paying for these so each project needs its own agreement. Following no further discussion, the motion to authorize signing the agreements passed by voice vote.</p>



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HDR Engineering –  
Wastewater Facility Plan/  
General Sewer Plan

Included in the packet was an Agreement between the City of Hoquiam and HDR Engineering for services in connection with the Wastewater Facility Plan/General Sewer Plan.

Councilmember McMillan moved to approve the agreement and authorize signing the documents and his motion was seconded.

Mr. Shay stated that this plan will identify all of the capital improvements that are needed to the plant and sewer utility. To build a new plant, it will cost over \$10 million. By having updated plans, this will help the City to qualify for federal grants. The motion to approve the agreement and authorize signature passed by voice vote.

HDR Engineering – Emerson  
Sidewalks and Bike Lane  
Project

Included in the packet was an Agreement between the City of Hoquiam and HDR Engineering for services in connection with the Wastewater Facility Plan/General Sewer Plan.

Councilmember Puvogel moved to have the proper people sign this agreement and his motion was seconded. Following a brief discussion on the design, the motion to approve the agreement passed by voice vote.

HDR Engineering – 10<sup>th</sup> St.  
Pump Station Project

Included in the packet was an Agreement between the City of Hoquiam and HDR Engineering for services in connection with the 10<sup>th</sup> St. Pump Station Project. Councilmember McMillan moved to approve the agreement and authorize signing the documents and his motion was seconded and passed by voice vote.

Sierra Pacific Industries –  
Timber Sale and Cutting  
Rights Addendum

Included in the packet was a Timber Sale and Cutting Rights Addendum between the City and Sierra Pacific Industries. Councilmember .McMillan moved for approval of the contract addendum and his motion was seconded. Councilmember Grun stated that this is for road repair for the scaled sale they logged. Due to weather conditions, etc., the roads were damaged by equipment that was used. \$50,000 will be used to repair the roads. Following a brief discussion, the motion passed by voice vote.



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## **OLD BUSINESS**

Signage for Businesses

Councilmember George spoke about the city assisting businesses with signage. He stated that it is not expensive for the businesses to get state signs, but there are regulations on what types of businesses can have these type of signs. He spoke about the City creating a “downtown business district” which would be at a relatively low cost. Councilmember Puvogel stated that we already have a downtown commercial district in the code. There was further discussion on how the city could help with this after which the Mayor thanked Councilmember George and Carlstrom for their work on this. He will work with staff to see what the city can do.

Librarian Mary Thornton

Councilmember Puvogel thanked Mary Thornton for her many years of service at the Hoquiam Timberland Library. Ms. Schmid introduced Sarah Livingston who will be taking Mary’s position.

RFA

Councilmember Hinchon asked if there was an update on the RFA. Staff stated that there will be another count posted by elections soon.

## **NEW BUSINESS**

Access for Ambulances at Grays Harbor Hospital

Councilmember George stated that he has heard from constituents that the City cannot access services at GH Hospital – our ambulances are being diverted to other counties. Our citizens are paying for their emergency services to go there. Staff explained that GH Hospital has been having staffing issues for many months, and they are on ambulance divert. This means our ambulances go to which ever hospital is available. This has been an ongoing issue for quite a while. It was suggested that we have someone from the hospital come to a future council meeting to talk about this.

## **EXECUTIVE SESSION**

Council will adjourn to executive session to discuss Labor Negotiations for approximately 15 minutes. No action will be taken following the executive session. Councilmember Puvogel moved to recess for 3 minutes at 8:13 p.m. and to



**Excuse Absent Members**

come to order in executive session following that recess. His motion was seconded and passed by voice vote.

Council came back to order in regular session at 8:35 p.m. at which time Councilmember McMillan moved to excuse the absent members and his motion was seconded and passed by voice vote.

**ADJOURN**

Councilmember McMillan moved to adjourn the meeting at 8:35 p.m. and 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