



# CITY OF HOQUIAM

City Council Meeting Minutes

Nov 22, 2021

## CALL TO ORDER

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

## ROLL CALL

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

Staff in attendance were Police Chief Jeff Myers, Asst. 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 items a and b on the consent agenda as presented and the motion was seconded. Those items appearing on the consent agenda were as follows:

- The City Council Minutes of November 8, 2021;
- The Regulatory Committee Report recommending approval and payment of claim check numbers 97322 through 97383 in the amount of \$85,580.87; claim check auto pays and EFT numbers 494 through 499 in the amount of \$4,383.19; payroll check numbers 30001 through 30026 in the amount of \$183,141.04; payroll ACH and EFT's in the amount of \$419,436.81 and \$211,663.25 respectively and that payroll and benefits for the month of November, 2021, be approved and issued at the proper time.

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

## COMMITTEE REPORTS

Lincoln St. and Soule Avenue Intersection

The Public Safety Committee met on October 11, 2021, to discuss safety issues at the corner of Lincoln and Soule. The Committee recommends that a no parking zone be established on the southeast side of the intersection of Lincoln St. and Soule Avenue to improve visibility for cars. Councilmember Puvogel moved to approve the committee report and his motion



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## OFFICER REPORTS

HPD Interview Recording System

was seconded. Councilmember Anderson thanked the committee for looking at this, as this corner has been an issue for some time. City Attorney Johnson stated that this will require a change to the ordinance and signage. The motion passed by voice vote.

Due to the recent passage of SHB 1223, law enforcement agencies will be required to record custodial interviews for certain crimes, not only in the field but also audio/video recording of interviews conducted in the station or jail. The Department is requesting that Council approve a supplemental budget of \$29,500 from local drug funds and authorize the purchase of the necessary equipment from Firstline Business Systems for the iRecord Universal V3 Interview Room Recording System. Councilmember McMillan moved for adoption of the report and his motion was seconded. After a brief discussion on the funding, the motion to approve passed by voice vote. Mayor encouraged council to ask questions regarding the supplemental budget before the next meeting as well as other questions they might have regarding items on the agenda.

## MAYOR REPORTS

RFA

Mayor Winkelman encouraged Council support of the upcoming RFA joint resolution.

Ocean Shores Mayor

The Ocean Shores Council appointed John Martin as Mayor to fill the term of Mayor Dingler.

Great Shake Out and Departments

The City recently participated in the Great Shake Out. Asst. Chief Miller is working on our Emergency Response Plan. The Mayor was very encouraged to see how all of the departments worked together on the recent gas leak. He will be appointing a couple of councilmembers to work on a committee to put together our Emergency Response Plan.



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Coin Hunt

The Holiday Coin Hunt starts next week. Mayor Winkelman thanked Councilmember McMillan for working on this. He also thanked Bryan and Sons who has donated some of the coins for the hunt. There will be staggered releases of coins.

Police Department Accreditation

Congratulations to the police department for receiving their accreditation. Our Department is one of 11 departments that received this award at the recent conference. Very proud that our department has once again received this.

Lauren Atwood

The Mayor had the pleasure this past weekend of welcoming Lauren Atwood to the Police Department. He is very excited to have her as part of the team.

Vacant Position at the Fire Department

The Fire Department will be hiring another position in the near future.

Rail Separation Project and Other Grant Funding

The Rail Separation project recently received funding. Mr. Shay and he have spent a considerable amount of time this past few weeks for grant funding for green projects.

Light Up Hoquiam

The Beautification Team is out putting up holiday lights and decorations in Hoquiam. Many businesses are participating in the Light up Hoquiam as well. He is very proud of everything they have done and hopes the council is as proud of the many things in Hoquiam as he is.

## COUNCIL REPORTS

Ho Ho Hoquiam

Councilmember Carlstrom reported that the HBA is working on Ho Ho Hoquiam. Santa and the Grinch will be at the Vendor Fair at Harbor Beads between 1:00 and 3:00, as well as at the 7<sup>th</sup> Street Theatre later in the evening. The High School Choir will be doing a show at 6:00 outside of the 7<sup>th</sup> St. Theatre after which the movie, A Christmas Story will be shown.

Beautification Committee

Councilmember McMillan stated that the Beautification Committee has added some reflective tape to the poles and on their snowflakes and everything looks nice.



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Native American Heritage Day

The decorations we recently purchased from Raymond will be going up on the East side from the bridge to Myrtle.

Councilmember Puvogel reminded everyone that Native American Heritage Day will be celebrated on Friday. He asked that we take a moment to reflect on the contributions they have made to our country.

## **LEGAL BUSINESS Resolutions**

Joint Resolution - RFA

A Joint Resolution of the City Council of the City of Hoquiam and the City Council of the City of Aberdeen, providing for the submission to qualified electors of Hoquiam and Aberdeen, at a special election to be held on February 8, 2022, of a proposition that, pursuant to chapter 52.26 of the Revised Code of Washington, approves a plan to form a regional fire protection service authority within the boundaries of Hoquiam and Aberdeen, effective January 1, 2023, and providing for other matters properly related thereto. Councilmember McMillan moved for the adoption of the resolution and his motion was seconded. Councilmember Puvogel stated that one of the concerns he has is the timing of this being on the ballot in February. We did not have enough turnout at this past election for this to pass. Following this discussion the motion for adoption of the Resolution passed by voice vote.

Surplus Property - HFD

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 items listed are from the Fire Department and consist of a HP Digital Camera, a Garmin Etrex GPS and various diameters of fire hose no longer needed by the Department. Councilmember McMillan moved for adoption of the resolution and his motion was seconded and passed by voice vote.



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## Other Legal

Public Defender Agreement –  
Douglas Bitar

Included in the packet was an agreement between the City and Douglas Bitar for Public Defender services for \$5,000 a month for 2022, and \$5,250 for 2023. Councilmember McMillan moved to approve the Agreement and authorize the Mayor to sign the agreement. His motion was seconded. Councilmember Puvogel asked if the terms of the agreement were the same as in previous years and staff stated that they were other than the changes to the cost. The motion to approve passed by voice vote.

## OLD BUSINESS

Employee BBQ

Councilmember Anderson stated that the Council still has the money for the employee barbeque and asked if the council would like to use it for the Holidays or keep it for the barbeque. It was decided to keep this for the barbeque.

## NEW BUSINESS

Amendments to the Grays  
Harbor Regional Fire  
Authority Plan

Council was requested to approve amendments to Section 3, Paragraph C (4) to reflect the new formation date as January 1, 2023 for the RFA. Councilmember McMillan moved to approve the amendments and his motion was seconded and passed by voice vote.

Excuse Absent Member

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

Karr and Grant Intersection

Councilmember Anderson stated that the Council still has the money for the employee barbeque and asked if the council would like to use it for the Holidays or keep it for the barbeque. It was decided to keep this for the barbeque.

Alley Behind Dominos

Councilmember Hinchin stated that he has received complaints regarding the traffic and speed of vehicles in the alley behind the new Dominos on the 2600 block of Sumner. He moved to



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Green Industries

refer this item to the Public Safety for consideration of installing speed bumps or asking Dominos not to use the alley for their delivery drivers. His motion was seconded and passed by voice vote.

Green Industries

Councilmember McMillan moved to authorize the Mayor and City Administrator to represent the city in discussions concerning Green Projects. His motion was seconded and passed by voice vote.

Mail Boxes

Councilmember McMillan reminded Councilmembers to check their mailboxes at City Hall. Although we are meeting by zoom there is still information being put into the boxes.

Public Safety Meeting

Councilmember Reid announced that the Public Safety Committee will meet on December 13<sup>th</sup> at 5:00 via zoom. Councilmember McMillan asked if a traffic report for Karr and Grant could be provided to the committee prior to meeting.

## **EXECUTIVE SESSION**

Labor Negotiations

It was announced that the Council will adjourn to executive session to discuss the AFSCME Labor Negotiations. The executive session will last approximately 10 minutes and no action will be taken following the session. Councilmember Puvogel moved to take a three minute recess at 7:44 after which the council will convene in Executive Session for 10 minutes to discuss Labor Negotiations. His motion was seconded and passed by voice vote.

**ADJOURN**

Council came back to order in regular session at 7:56 p.m. and Councilmember Pellegrini moved to adjourn the meeting. The motion was seconded and passed by voice vote



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BEN WINKELMAN – Mayor

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TRACY WOOD – City Council Secretary