



# CITY OF HOQUIAM

City Council Meeting Minutes

Dec 13, 2021

## **CALL TO ORDER**

Mayor Winkelman called the meeting to order at 7:00 and the flag salute was held.

## **ROLL CALL**

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

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.

## **PUBLIC HEARING**

### **Biennial Budget**

Councilmember McMillan moved to open the public hearing on the biennial budget at 7:02 p.m. His motion was seconded and passed by voice vote. Ms. Schmid stated that the city is currently slightly over 50% for revenues and at 43% for expenditures. She reviewed some of the highlights of the 2021 budget year. Councilmember McMillan suggested that staff post the highlights at City Hall so people can see what has been accomplished. Councilmember McMillan moved to close the public hearing at 7:11 p.m. and his motion was seconded and passed by voice vote.

## **CONSENT AGENDA**

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

- The City Council Minutes of November 22, 2021;
- The Regulatory Committee report recommending approval/payment of claim check numbers 97384 through 97592 in the amount of \$616,624.97; claim auto pays and EFT numbers 494 through 499 in the amount of \$20,643.26; payroll check numbers 30027 through 30051 in the amount of \$181,561.63; payroll ACH and EFTs in the amount of \$466,251.78 and \$237,609.01 respectively; and that payroll and benefits for the month of December



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2021 be approved and issued at the proper time.

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

## OFFICER REPORTS

Purchase of Vactor Truck –  
Public Works

Staff requested Council approval for the purchase of a new Vactor Truck from Owen Equipment in the amount of \$532,628.12; This vehicle was included in the budget for replacement. Councilmember McMillan moved to approve the purchase and authorize signature on the documents. His motion was seconded. Councilmember Pellegrini asked if we were keeping the old truck or planning to sell it. Ms. Schmid stated that we would keep the old truck at this time, as we will not receive the new one for several months. Following a brief discussion, the motion passed by voice vote.

Cyber Security

Staff requested Council approval to purchase an upgrade for Microsoft 365 ES with a security suite, multi-factor authentication, a modern firewall 365 backups and authorization/accessibility technology. This is not budgeted but is an allowable purchase under the American Relief Plan Act funds. The total cost would be \$203,686.21. Councilmember McMillan moved to approve the purchase using funds from the American Relief funds and his motion was seconded. Mayor Winkelman stated that this is an important purchase as the city just had an issue with the email accounts. The motion to approve the purchase passed by voice vote.

## MAYOR REPORTS

Appointment of Representative to Council of Government

Mayor Winkelman stated that he has been the representative for the City to the Grays Harbor Council of Governments and plans to continue in that role. He is appointing Brian Shay to act as his alternate.

Judge

Mayor Winkelman appointed Jean Cotton to act as Judge for the Hoquiam Municipal Court. Councilmember McMillan moved to



	<p>confirm the appointment and his motion was seconded and passed by voice vote.</p>
Beautification Team	<p>Mayor Winkelman thanked the beautification committee who are constantly making daily improvements around the city. He thanked all of the volunteers who go out and accomplish this.</p>
December 27 <sup>th</sup> City Council Meeting	<p>Mayor Winkelman stated that we have included the cancellation of the last Council meeting of the year (December 27<sup>th</sup>) on the agenda. He hopes everyone has a great holiday season. He also stated that he has had conversations with the Mayor of Ocean Shores and they are planning to issue some New Year's Resolutions in the near future. He appreciates everyone who has participated in the zoom meetings.</p>
RFA	<p>Mayor Winkelman encouraged council to get additionally informed on the RFA. He has received several questions since the last election. Call city staff if you have questions.</p>
Emergency Management Response	<p>At the last meeting, he asked if any Councilmembers would be interested to work with Asst, Fire Chief Miller regarding the Emergency Management Response Plan. Has not heard back from anyone. Please get in touch with him if you are interested.</p>
Mayors Choice Award	<p>There will be a New Award this year for the best holiday decorated home in Hoquiam. He and his family will be selecting a recipient in the near future.</p>
Biennial Review	<p>Mayor Winkelman stated that he appreciates the work that goes into the mid biennial reviews.</p>
<b>COUNCIL REPORTS</b>	
Yard of the Month – 1 <sup>st</sup> Ward	<p>Councilmember Pellegrini stated that Michelle Crane, 2508 Queets has been awarded the yard of the month for the 1<sup>st</sup> Ward. She has a beautiful display</p>
Picnic Shelter at Old Cannery Park	<p>Councilmember McMillan stated that the Lions Club shelter is finished at Old Cannery Park and they will be purchasing picnic</p>



	<p>tables for it in the future.</p>
Coin Hunt	<p>The coin hunt is going on now. Thanked Bryan and Son's for their donation and the "Christmas" angels will be putting more out all over town over the next week.</p>
Soccer Champions	<p>Councilmember Carlstrom stated that the GH Gators Soccer Team are the new State champions. They won the Championship this weekend.</p>
Grays Harbor Hospital	<p>Councilmember George asked about the Hospital ambulance status and citizen services was. Mr. Shay stated that the Council had requested that they attend one of our meetings and representatives from the Hospital will be on one of our agendas in January.</p>
<b>Public Safety Committee</b>	
Karr and Grant Stop Sign and 2600 Simpson Alley Traffic	<p>Councilmember Reid stated that the Public Safety Committee met and discussed the request for a stop sign at the intersection of Karr and Grant. At this time, the committee is not recommending installation of signs at that intersection. The committee also discussed the issue with the traffic in the alley of the 2600 block of Simpson. They are not recommending installation of speed bumps at this time.</p>
<b>LEGAL BUSINESS</b>	
<b>Ordinances</b>	
2022 Salary Ordinance	<p>An Ordinance fixing the compensation of the officers and employees of the City of Hoquiam from and After January 1, 2022; and repealing Ordinance No. 2020-15. Ms. Schmid read the ordinance by title. Councilmember McMillan moved for adoption of the ordinance and his motion was seconded. There was not discussion and Ms. Schmid read the ordinance by title a second time, after which the motion for approval of the Ordinance passed by roll call vote.</p>
<b>Other Legal</b>	



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Public Defender Agreement

Included in the Council packet was a Public Defender Agreement between Geoff Arnold and the City for Public Defender services. Councilmember McMillan moved to approve the agreement and authorize the Mayor to sign. His motion was seconded. Mr. Johnson stated that Mr. Arnold provides services for arraignments only; if the defendant needs a court appointed attorney it would be referred to Mr. Bitar or Sound Defenders. The motion for approval and authorization to sign the agreement passed by voice vote.

Government Affairs  
Contract

Included in the packet were Governmental Affairs Contracts with Gordon Thomas Honeywell for Federal and State lobbyist services. These are 2-year agreements with both State and Federal lobbyist teams at the same rate that we paid this past year. It is important to keep this team together as we pursue future funding for the North Shore Levy, rail separation project, etc. Councilmember McMillan moved to authorize the Federal and State agreements with Gordon Thomas Honeywell and his motion was seconded. Councilmember Puvogel stated he would abstain from voting on these contracts. The motion for approval of the two contracts passed by voice vote.

## OLD BUSINESS

Light Up Hoquiam

Councilmember McMillan stated that in 2018 the idea of needing to light up Hoquiam started. McHugh's started with their lights and now we have several businesses who are participating as well as city buildings. The beautification committee and all of the businesses and city are doing an awesome job! Councilmember Puvogel said that coming down Sumner looks great with the added lights

## NEW BUSINESS

Cancel December 27, 2021,  
City Council Regular  
Meeting

Councilmember Ushman has notified the Council by letter that she is resigning her position of Councilmember in the Third Ward effective December 13, 2021. She is moving. She thanked the Council for the opportunity to serve. Mayor Winkelman thanked her for her service. Councilmember McMillan made a



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Excuse Absent Member

**ADJOURN**

motion to have staff advertise for Letters of Interest to fill the vacancy through January 10, 2022. His motion was seconded and passed by voice vote.

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

Councilmember McMillan wished everyone a Happy Holiday and moved to adjourn the meeting at 7:55 p.m. 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