



CITY OF HOQUIAM

City Council Meeting Minutes

SEPTEMBER 12, 2022

CALL TO ORDER

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

ROLL CALL

In attendance were Mayor Winkelman and Councilmembers Anderson, Brand, Brooks, Carlstrom, Dick, George, Hinchey, Nelson, Pellegrini, Puvogel and Reid.

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

PUBLIC HEARING

Revenue Hearing

Councilmember Puvogel moved to open the public hearing at 7:01 p.m. His motion was seconded and passed by voice vote. Finance Director Schmid stated that the estimated revenue is slightly over \$2,000,000. She reviewed the property tax estimates and also stated that the city has paid off the EMS bond. Following a brief discussion, Councilmember Puvogel moved to close the hearing at 7:10 p.m. His motion was seconded and passed by voice vote.

COMMUNICATIONS

Council Vacancy

Kyle Pauley, Mayor of Cosmopolis, spoke in support of his brother Brandon Pauley, who has expressed interest in filling the vacant Ward 1 council position.

Vacation of a Portion of Franklin Rd.

Tana Greene 125 Wheeler Avenue, provided information to the council regarding her application for a vacation of a portion of Franklin Rd.. A public hearing was held on this at the last Council meeting.

CONSENT AGENDA

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

- The City Council Minutes of August 22, 2022;
- A Request for Release of Timber Sale Bonds to Harbor Timber for Timber Sale Ho2q-TS-2022-01;
- A Watershed Road Use Agreement between the City and Rayonier Operating Company LLC for use of certain gravel roads located in the City Watershed.

The motion to approve the consent agenda passed by voice vote.



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COMMITTEE REPORTS

Public Safety Committee
Stop Signs on Buchanan

The Public Safety Committee made a recommendation to the council to approve the placement of stop signs on Buchanan where it intersects with Eklund, on the northeast and southwest corners. Councilmember Puvogel moved to accept the report. His motion was seconded and passed by voice vote.

OFFICER REPORTS

Lateral Incentive for
EMT/Paramedic

Fire Chief Miller asked council to approve a Lateral Incentive for EMTs and Paramedics as follows:

- A \$6,000 incentive for Lateral EMTs to be paid at \$2,000 on hire date; \$2,000 on completion of 1 year probation; and \$2,000 on completion of their 2nd year;
- A \$9,000 incentive for Lateral Paramedics to be paid at \$3,000 on hire date; \$3,000 on completion of probation; and \$3,000 on completion of their 2nd year.

Councilmember Brooks moved to accept the report, and his motion was seconded. Chief Miller answered some questions from the council on recruitment and what other areas offer for incentives. Following that discussion, the motion to approve the incentives, as presented, passed by voice vote.

MAYOR REPORTS

Loggers Playday

Loggers Playday was a great event for our community. It seemed to be more of a celebration this year. He heard some great comments regarding what we are doing at the stadium. Thanked fire chief for making the difficult decision to cancel the fireworks. He thanked all of the volunteers, city staff and committee who make this event happen.

Moment of Silence – Joann
Stover

Mayor Winkelman asked for a moment of silence to recognize past Finance Director Joann Stover who passed away last weekend.

COUNCIL REPORTS

Loggers Playday and
Employee Appreciation
Barbeque

Councilmember Anderson thanked all of the volunteers and people who work on Loggers Playday. It is a tremendous amount of hard work

The Council would like to move the Employee Appreciation Barbeque to October 5th as some people who help with this will not be here on the 19th.



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PRIDE Festival

Councilmember Puvogel also commented on the success of Loggers Playday. The PRIDE Festival will be held on the 24th of September at the Historic Seaport. The kick off will be the PRIDE Prom which will be held at Events on Emerson on the evening of September 23rd.

Loggers Playday

Councilmember Carlstrom stated that they enjoyed doing the booth at Loggers Playday and had several people stop by and ask questions.

Jerry McFeeley

Al Dick stated that Jerry McFeeley also passed away last week. He retired as a fire department employee serving many years for the city.

LEGAL BUSINESS

Ordinances

Vacating a Platted But Unimproved Portion of Franklin Road Located West of 125 Wheeler

An Ordinance vacating a platted but unimproved portion of Franklin Road located west of 125 Wheeler. Ms. Schmid read the Ordinance by title. Councilmember Brooks moved to adopt the ordinance. His motion was seconded. Ms. Schmid read the ordinance by title a second time after which the motion passed by unanimous roll call vote.

Resolutions

Building Official Position Description

A Resolution adopting a position description for the position of Building Official. Councilmember Puvogel moved to adopt the resolution and his motion was seconded. Mr. Shay provided a summary of the main changes and the added duties. Following a brief discussion, the motion to approve the Position Description passed by voice vote.

Surplus Property

A Resolution declaring certain personal property owned by the City to be surplus pursuant to Hoquiam Municipal Code Sections 1.64.005, 1.64.010 and 1.64.020. Councilmember Pellegrini moved to adopt the resolution and his motion was seconded. The items being surplus are several old radios, etc. no longer needed by the Hoquiam Police Department. The motion to approve the Resolution passed by voice vote

Amendment to Personnel Policies and Procedures

A Resolution adopting amendments to the City of Hoquiam personnel Policies and Procedures manual; amending Section 11.90, pertaining to the use of City Equipment, vehicles and Services. Councilmember Pellegrini moved for the adoption of the resolution and his motion was seconded. Mr. Shay explained



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ADA and Anti-Discrimination Policy

that this came as a requirement from our insurance company who stated we needed a policy in place to screen driving records, etc. Following a brief discussion, the motion passed by voice vote.

OTHER LEGAL

Maintenance Agreement Between WSDOT and the City of Hoquiam

A Resolution of the Mayor and City Council of the City of Hoquiam, Washington, adopting a policy regarding nondiscrimination on the basis of disability, race, color, religion, sex, sexual orientation, ethnic background or National origin. Councilmember Puvogel moved to adopt the resolution and his motion was seconded. Mr. Shay stated that this Resolution is required as part of our commerce grant. We had a previous resolution in place but it did not include disability which is now required. The motion for approval of the Resolution passed by voice vote.

Included in the packet was a maintenance agreement between the Washington State Department of Transportation and the City of Hoquiam for use of equipment, staff and materials to perform necessary work on streets, roads and highways. Councilmember Puvogel moved to authorize the agreement and his motion was seconded and passed by voice vote.

Use of Olympic Stadium and John Gable Park – Hoquiam School District

Included in the packet was a Rental Agreement between the City of Hoquiam and the Hoquiam School District for the Districts use of Olympic Stadium and Gable park for athletic and school district purposes. The agreement is affective from September 1, 2022 through June 30, 2023. The Hoquiam School District will pay a fee of \$32,000 for use of both facilities. Councilmember Pellegrini moved to approve the agreement and his motion was seconded. Mr. Shay explained this is a one year agreement with the understanding that both parties will work towards a long term agreement. The motion to approve the contract and authorize the Mayor to sign passed by voice vote

OLD BUSINESS

Council Vacancy

The city advertised for letters of interest to fill the Ward 1 Council Vacancy. One letter was received from Brandon Pauley, 2025 Panama Avenue. Mr. Pauley read his letter of interest to the council. Councilmember Puvogel moved to appoint Mr. Pauley to the position of Ward 1 Councilmember as of September 26, 2022. His motion was seconded and passed by voice vote.



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RFA Meeting

COMMUNICATIONS

1906 Yearbook

Ric Graham – Stop Signs on
1st and L St.

ADJOURN

Councilmember Puvogel stated that the September 8th RFA meeting was postponed until September 24th.

Connie Parsons, 703 Simpson, stated that someone is looking for a 1906 yearbook if anyone might have one. It is apparently the only one that the Library does not have.

A letter was received from Ric Graham, who lives on 1st and L St. requesting that the Council install stop signs at the corners of L and 1st to slow the traffic coming off of Emerson. He stated there have been many wrecks on this corner that stop signs are also necessary for pedestrian safety. Mr. Graham's letter was referred to the Public Safety Committee for their review and recommendation to the Council. The committee asked that staff provide them with accident reports for this intersection.

Councilmember Pellegrini moved to adjourn the meeting at 7:57 p.m. His motion was seconded and passed by voice vote.

BEN WINKELMAN – Mayor

TRACY WOOD – City Council Secretary