



CITY OF HOQUIAM

City Council Meeting Minutes

OCTOBER 24, 2022

CALL TO ORDER

Mayor Winkelman called the meeting to order at 7:01 p.m. and Fire Chief Miller led the flag salute.

ROLL CALL

In attendance at the meeting were Mayor Winkelman and Councilmembers Anderson, Brand, Brooks, Carlstrom, Dick, George, Hinchey, Nelson, Pauley, 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 HEARINGS

Preliminary Budget Hearing

Councilmember Puvogel moved to open the hearing and his motion was seconded and passed by voice vote. Finance Director Schmid provided an overview of the upcoming budget. She stated that by the end of the week she will provide more information by line item. She also asked that the council set a workshop for 6:00 before the next Council meeting on November 14, 2022 to discuss the upcoming budget. The beginning balance listed is the ending budget from 2021-2022. The City would like to see at least 90 days of reserves, can go with 60 days, but would prefer 90. There are no significant budget requests from any department in the upcoming budget. There is nothing out of the ordinary. Staff is requesting a new exhaust removal system for the eastside station and a new van for the Electrical Department. Cemetery and Street will need to come from General Fund. The Cemetery is currently negative \$72,000 and the Street Fund is negative almost \$1,000,000. Water Sewer Street still needs some work. There are options to help to fund Cemetery and Street through use of utility tax. We don't have a large tax base. Ms. Schmid provided information on what a 1% increase would look like vs. a 3% increase. She also provided information on what staff would like to use the ARPA funds on. General Fund looks good, but if it is used to fund the Street and Cemetery it is not as good. Have not received property tax numbers from County as of yet but she will provide that number as soon as she receives it. Councilmember Puvogel moved to close the hearing and his motion was seconded and passed by voice vote.

Application for Permit to Live In Mobile Trailer

Mr. Sokuntea Touch, 817 L. Street, submitted an application for a permit to live in a mobile trailer on his personal property.



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Councilmember Puvogel moved to open the public hearing at 7:12 p.m. His motion was seconded and passed by voice vote. A staff report was provided to the council from Dorian Wylie with a staff recommendation to not grant the permit.

Mr. Orlando Howell, 628 Miller Street, Aberdeen, spoke in opposition to this permit. During his time working with the city he had several conversations with Mr. Touch. Mr. Touch has 3 lots, all zoned commercial. In October of 2018 the old building was demolished and Mr. Howell had a conversation with Mr. Touch and he was told what he needed to do to conform with the requirements. Mr. Touch was told that he could not get utility services if there was not a conforming building. Mr. Howell explained what would need to be done with his commercial building, i.e., that it would either need to be flood proofed or elevated above the flood zone. He could build his building with a living quarters on the second floor. He did submit a plan for review to build a wood structure. Mr. Howell reviewed those plans and made comments and sent them back to Mr. Touch, but he did not hear back from him regarding the plans and comments. There were no flood requirements included in the plans and ADA requirements were also not met. If Mr. Touch's application is approved, he questions whether this would it set a precedent for not following our zoning codes.

Mr. Sokuntea Touch, 817 L St., Hoquiam. Mr. Touch stated that the economy is not good. He has done what he can. If he had money he could move but it is tough times. He works hard every day and he employs and pays his workers. He respects the city. Councilmember Hinchon asked Mr. Touch if he plans on building on the lot. Mr. Touch stated he can't afford it at this time.

Councilmember Puvogel moved to close the public hearing and his motion was seconded and passed by voice vote.

CONSENT AGENDA

Councilmember Puvogel moved to approve consent agenda items a through c with a minor correction on spelling in the minutes. His motion was seconded. Those items appearing on the consent agenda were as follows:

- The City Council Minutes of October 10, 2022;



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OFFICER REPORTS

Hoquiam Landfill

- The Regulatory Committee Report recommending approval and payment of Claim check numbers 99521 through 99716 in the amount of \$1,124,466.95; Claim check Auto pay and EFT numbers 571 through 581 in the amount of \$29,842.01; Payroll check numbers 30309 through 30338 in the amount of \$190,068.40; Payroll ACH and EFT 's in the amount of \$449,972.65 and \$231,484.34 respectively; and that Payroll and Benefits for the month of Septembers be approved and issued at the proper time.
- Olympic Stadium Change Order #6 in the amount of \$29,683.06 to Harbor Architects;

The motion for the approval of the consent agenda items a through c passed by voice vote.

Mr. Shay provided a written report to the Council regarding the Hoquiam landfill Slope Remediation and Seep Diversion Project. A notice of bid was posted on the MRSC small Works Roster that the City was accepting lump sum bids to make maintenance repairs to the ditches and drainage at the Historic (closed) Hoquiam Landfill. Three bids were received as follows: Quigg Brothers Inc. \$98,841.00; Rognlins, Inc. \$91,000.00; and Brumfield Construction, Inc. \$80,000.00. Staff recommends that the council authorize staff to execute a contract with Brumfield Construction to complete the work as outlined. Councilmember Puvogel moved to award the bid to Brumfield and his motion was seconded and passed by voice vote.

MAYOR REPORTS

Mayor Winkelman stated that Emerald City Events will be working with the school district to do the "Spooktacular Event" Laser show and DJ music. It will be held at the school district field with the DJ starting at 5:00 and the laser show starting at dark.

If there are ideas for the budget, please reach out to him or staff. He will be working and meeting with Department heads over the next several weeks.

Lately we have had quite a few deaths in our community. He reminded everyone to take care of your families.



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COUNCIL REPORTS

HBA Downtown Trick or Treating

Councilmember Carlstrom stated that the HBA Downtown Trick or Treating will be October 29th from 1 to 4:00; also there will be a movie at the 7th St. Theatre that evening. There is also a Vendor event at Simpson Plaza; and Halloween events at Hoquiam Grand Central sponsored by the Habitat for Humanity and an event at Immanuel Baptist.

Stadium

Council thanked the first responders and the caller who notified us that there was a fire at the Stadium. It is mostly cosmetic damage, but it reminds us that we need to better protect our properties and facilities. Maybe the city needs to look at a better video security system. There has also been discussion about cameras at Old Cannery Park. Thanked all who were down there.

OLD BUSINESS

Permit to Live in Motor Home

Councilmember Puvogel made a motion to approve the application from Mr. Touch for his permit to live in his mobile home. The motion was seconded. Councilmember Hinchin stated that we need to be careful that if we grant this use to one person it opens the door to everybody. We had Mr. Howell who spoke and worked for the city for many years and he recommends that we do not approve it. He understands the economy but does not feel he can support this. Councilmember Reid stated that she read in the ordinance a 7 day time period. Mr. Johnson stated that is for temporary sleeping at a resident (such as visitors), etc. Mr. Johnson said the ordinance is for mobile homes or manufactured homes, not a recreational trailer. Councilmember Hinchin stated that if there was construction on a building at the lot he would be more comfortable about approving this. Councilmember Brooks asked what the point is in having a code if it's not enforced. Also Mr. Touch could not give us a date of when a building would be constructed. Councilmember Puvogel stated that he lives in a commercial district as his house is attached to his business. He is less caught on the commercial zone than what the requirements are. If we are to approve the permit it would be for one year. He is nervous about this, as it would be awfully hard to pull off. He is supportive of building in our downtown and the permit would only be for one year. Councilmember Pauley stated that he has had the property since 2018. What is giving him one more year? Councilmember Brand spoke about the requirements for living



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NEW BUSINESS

Trailer at Stadium

quarters in a commercial zone being separate from the office/business space. A residence can be on the second floor. The motion to approve the permit failed by voice vote. Councilmember Reid asked if staff could address the ordinance and make it more realistic and up to date.

Councilmember Dick asked about the trailer at backside of the stadium. Staff explained it was moved to stadium to get it off of the street as it was a safety concern and it could not be towed far due to its condition. It was abandoned on Pacific and was causing a hazard. It will be demolished.

Ordinance on Permits

Councilmember Puvogel referred to Councilmember Reid's request to update the Ordinance regarding the mobile home permit. The city "telephone" permit is not for a telephone, but is referencing that a citizen can apply by telephone for a temporary permit. Mr. Shay stated that Mr. Johnson has worked on several ordinances that need updates, etc. Staff will bring those to the council for review.

Regulatory Meeting of
November 14th

Councilmember Puvogel moved to cancel the November 14th Regulatory meeting and have and hold a budget workshop at 6:00 on that date. His motion was seconded and passed by voice vote.

COMMUNICATIONS

Removal of Structure

Katrina Kimball, 110 Jefferson, stated she has received a code violation notice regarding a structure that they built on their property. She was told last week that she could file an appeal and then dropped off a letter, but was informed that she would need to pay a \$500 non-refundable fee for the appeal process. They are doing their best to improve the property, but they do not have a lot of money. She has reviewed the code and what she has been able to find is it is not meeting the structure definition. She is getting several different answers depending on who she talks to. They did get a permit for the concrete pad they poured as they had a travel trailer at the time and were getting tickets for parking it on the street. They poured the pad and parked it there. They then got rid of the trailer and now have the structure that is in question. Mayor encouraged that when a citizen gets a notice from Code Compliance they can reach out to him. Our Code states that if a citizen wants to appeal the notice, it is a non-refundable \$500 fee. As a citizen how does she



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go about getting that changed – she doesn't have that kind of money. She understands that there are rules but this makes it so inaccessible. She would like to have a discussion to find out what she needs to do to make their structure meet code. They have tried to continually make improvements to their property and trying to follow the rules but it is almost impossible. Councilmember Puvogel stated he was not aware that there is a fee to appeal. Councilmember Hinchin asked if Mr. Wylie could go out there. Mr. Shay stated that Mr. Wylie did send an email to the resident that seemed pretty clear, but more details could certainly be provided to them as to why it doesn't meet the code.

EXECUTIVE SESSION

Labor Negotiations – IAFF and HPOA

Councilmember Puvogel moved to take a five minute recess at 8:10 p.m. after which Council will convene in executive session to discuss IAFF and HPOA Labor Negotiations. The session will last approximately 20 minutes with no action following the session. His motion was seconded and passed by voice vote.

ADJOURN

Council was called back to order at reconvened in regular session at 8:37 p.m. after which a motion was made to adjourn the meeting by Councilmember Nelson. The motion was seconded and passed by voice vote.

BEN WINKELMAN – Mayor

TRACY WOOD – City Council Secretary