



CITY OF HOQUIAM  
City Council Meeting Minutes

January 13, 2025

**CALL TO ORDER**

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

**ROLL CALL**

Those in attendance at the meeting were Mayor Winkelman and Councilmembers Anderson, Brooks, Carlstrom, Gillis, Hinchey, Larsen, Nelson, Pauley, Puvogel, Reid, Smith and Thornton.

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 Kayla Nielsen.

**PUBLIC HEARING**

Street Vacation Request by  
John and Carrie Larsen

Councilmember Puvogel moved to open Public Hearing. Councilmember Pauley supported. Passed by voice vote.

Mr. Shay spoke on the topic. No comment from the public.

Councilmember Puvogel moved to close Public Hearing. Councilmember Pauley supported. Passed by voice vote.

**COMMUNICATION**

Greater Grays Harbor

Darrin Raines, CEO, presented a PowerPoint to the City Council on Greater Grays Harbor.

Mr. Raines spoke on Greater Grays Harbor's priorities, what they have been up to, resources, tourism, economic development, promoting local businesses, events, and their 2025 goals.

**PUBLIC COMMENT**

No Public Comments were presented.

**CONSENT AGENDA**

Council Minutes of  
December 9, 2024

Councilmember Brooks moved to approve Council Minutes of December 9, 2024. His motion was seconded by Councilmember Pauley and passed by voice vote.

**COUNCIL  
ACTION/DISCUSSION**

**Committee Reports**

No Committee Reports were presented.



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## Officers Reports

Public Works –  
Attachment for Excavator

Staff recommends that the Council authorize the purchase of the rotator assembly which will be paid for through the utilities and equipment rental budget.

Councilmember Puvogel moved to approve the purchase of the rotator assembly. His motion was seconded by Councilmember Pauley. Discussion followed. Passed by voice vote.

Fire Department – Image  
Trend

Staff recommends that the Council approve the Mayor to sign the new agreement.

Councilmember Brooks moved to approve the signature from the Mayor. His motion was seconded by Councilmember Pauley. Discussion followed. Passed by voice vote.

Fire Department – F150

Staff recommends that the Council approve the order of the pick-up through state bid.

Councilmember Puvogel moved to approve the order of the F150 pick-up through state bid. His motion was seconded by Councilmember Pauley. Discussion followed. Passed by voice vote.

Fire Department – F550

Staff recommends that the Council approve the order of the cab and chassis through state bid.

Councilmember Puvogel moved to approve the order of the cab and chassis through state bid. His motion was seconded by Councilmember Pauley. Discussion followed. Passed by voice vote.

## MAYORS REPORTS

Appointments

Mayor Winkelman reappointed Councilmember Brooks to the E-911 Board and Councilmember Pauley to the Council of Governments.

Paul McMillian

Awarded a house on the 100 block of West Chenault for best decorated house. The building department won the best decorated within the city departments.



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Light Parade

Thank you to the volunteers and those that participated in the Light Parade. It was a lot of work and some nasty weather, but it pulled together well. Hopefully it will become a yearly thing that gets bigger and better.

Brian Shay

Thank you, Brian Shay, for all the work you did today. Putting in a lot of miles to testifying on the state budget for the levee project and then getting back for the Council Meeting.

Revitalization Task Force

The downtown and Olympic Stadium revitalization Task Force – want to get some meetings together to get back into programs that are relevant to that revitalization.

Adopt a drain

Reminder that we have some presentations by a program that was for adopting a drain during the bad weather. This program would help everyone by keeping water out of the road and out of their houses.

California Fire

Thank you to our firefighters who are in California helping with the fires.

Community Services Board

We need to decide whether that should be changed in our code or if the board should be reactivated.

## **COUNCIL REPORTS**

No Council Reports were presented.

## **LEGAL BUSINESS**

### **Ordinances**

Planning Commission  
Recommendation

An Ordinance relating to zoning; amending Section 10.07.140 of the Hoquiam Municipal Code. Councilmember Puvogel moved to approve the ordinance with the amendment and his motion was seconded by Councilmember Pauley. Ms. Schmid read the Ordinance by title a second time. Roll call vote – Passed unanimously.

### **Resolutions**

Surplus – Legal and Court

A Resolution declaring certain personal property owned by the City to be surplus items pursuant to Hoquiam Municipal Code Sections 1.64.010 and 1.64.020.



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	<p>Councilmember Brooks moved to adopt this Resolution, this motion was supported by Councilmember Hinchon and passed by voice vote.</p>
Surplus – Fire Department	<p>A Resolution declaring certain personal property owned by the City to be surplus items pursuant to Hoquiam Municipal Code Sections 1.64.010 and 1.64.020.</p> <p>Councilmember Brooks moved to adopt this Resolution, this motion was supported by Councilmember Hinchon and passed by voice vote.</p>
<b>Other Legal</b> Connections A center for healthy families	<p>Councilmember Puvogel moved to approve this agreement, and his motion was seconded by Councilmember Hinchon. Discussion to follow. The motion to approve passed by voice vote.</p>
WSDOT	<p>Councilmember Puvogel moved to approve this contract, and his motion was seconded by Councilmember Pauley. Discussion to follow. The motion to approve passed by voice vote.</p>
<b>OLD BUSINESS</b> Appointments	<p>Councilmember Brooks moved to support Mayor appointments. Councilmember Hinchon support. The motion was passed by voice vote.</p>
<b>NEW BUSINESS</b> Election of Council President/Forming of Committees	<p>Councilmember Puvogel moved to nominate Councilmember Brooks. Councilmember Hinchon moved to nominate Councilmember Reid. Roll Call Vote as follows: Reid – Reid, Smith – Brooks, Thornton – Reid, Anderson – Reid, Brooks – Brooks, Carlstrom – Brooks, Gillis – Brooks, Hinchon – Reid, Larsen – Brooks, Nelson – Brooks, Pauley – Brooks, Puvogel – Brooks. Motion passed by majority votes with Brooks as the Council President 8/4.</p>
Committee	<p>Councilmember Puvogel moved to appoint a committee on committees. Which traditionally consist of the current president, most recent past president, and the newest member. This would mean that Councilmember Brooks, Councilmember</p>



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	<p>Puvogel, and Councilmember Gillis is now the Committee of Committee's. Passed by voice vote.</p>
Street Vacation Process	<p>Councilmember Puvogel moved to have an ordinance created on the Street Vacation Process. Councilmember Pauley supported. Passed by voice vote.</p>
Second Public Comment	<p>Councilmember Puvogel moved to move the second public comment before the executive session. Councilmember Smith support. Passed by voice vote.</p>
Committee Selection	<p>Councilmember Brooks will be sending out a form for Councilmembers to make their first and second choice on which committee they want to be involved in. This will be discussed at the next meeting.</p>
<b>SECOND PUBLIC COMMENT</b>	
Robin Emery	<p>Discussed agenda that was posted online.</p>
Chris Gunderson	<p>Discussed back door being locked during meeting.</p>
Koresa Belcher	<p>Written comment on the pellet wood mill.</p>
<b>EXECUTIVE SESSION</b>	
Acquisition of Real Estate – Maximum Price	<p>Council meeting adjourned by Councilmember Puvogel at 7:56 p.m. Supported and passed by voice vote. Will reconvene at 8:30 p.m.</p> <p>Council came back to order in Regular session at 8:30 p.m.</p> <p>Councilmember Puvogel moved to increase agreement with Emmert International by \$109,960 which will include a new roof on the Levee Lumber building, it would also be contingent on an inspection. Supported and passed by voice vote.</p>
<b>ADJOURN</b>	<p>Councilmember Puvogel moved to adjourn the meeting at 8:32 p.m. and his motion was seconded by Councilmember Pauley and passed by voice vote.</p>



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BEN WINKELMAN – Mayor

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KAYLA NIELSEN – City Council Secretary