



CITY OF HOQUIAM

November 10, 2025

City Council Meeting Minutes

CALL TO ORDER

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

ROLL CALL

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

Staff in attendance were Police Lt. Brian Dayton, Fire Chief Matt Miller, City Attorney Steve Johnson, Finance Director Corri Schmid and Council Secretary Kayla Nielsen.

APPROVAL OF THE AGENDA

Councilmember Brooks moved to amend the agenda to exclude Executive Session. Supported by Councilmember Nelson. Passed by voice vote.

PUBLIC HEARING

Vacation of a portion of Monroe Street

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

No Comment or discussion on the topic.

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

PUBLIC HEARING

2026 Revenues

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

Ms. Schmid spoke on the topic. No comment from the public.

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

PUBLIC COMMENT

No Public Comment.

CONSENT AGENDA

Council Minutes of October 27, 2025

Councilmember Brooks moved to approve Council Minutes of October 27, 2025. His motion was seconded by Councilmember Nelson and passed by voice vote.



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Claims and Payroll

Councilmember Brooks moved to approve the Claims and Payroll. His motion was seconded by Councilmember Nelson and passed by voice vote.

COUNCIL ACTION/DISCUSSION

Committee Reports

Planning Commission
Recommendation – Zoning
Code Change Regarding
Marijuana Growing
Facilities

The Planning Commission recommends amendment to Title 10.05.077 of the Hoquiam City Zoning Code. The amendment will reduce the separation distance requirement to five hundred feet from one thousand feet. This would allow for property located at 2600 Bay Avenue productive reuse of their 50,000 square foot warehouse as a marijuana cultivation facility. The site is referenced by Grays Harbor County Assessor's Parcel Number 055205800700. This is a non-project action.

Councilmember Puvogel moved to accept the report and was seconded by Councilmember Hinchey. Discussion followed and was passed by voice vote.

Officers Reports

Water Meter Bids

Staff recommend that the Council deem HD Fowler the lowest responsible bidder and that staff is authorized to purchase the meters through HD Fowler.

Councilmember Brooks moved to approve this bid. His motion was seconded by Councilmember Smith. Discussion was opened – The lowest bid by Master Meter did not meet the specs required. Passed by voice vote.

Lexipol

Staff Recommend Council authorizes staff to sign the agreements with Lexipol for the City, Fire Department, and Police Department.

Councilmember Carlstrom has left the meeting with the assistance of Councilmember Nelson. Councilmember Nelson returned to the meeting at 7:39 PM.

Councilmember Brooks moved to approve this contract. His motion was seconded by Councilmember Pauley. Discussion



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Mayors Reports

Google

was opened –Our insurance company will give a small reimbursement. Passed by voice vote.

We should look into pairing with Google to map the city.

2026 Revenue Presentation

Mayor Winkelman spoke on the value of tax assessment in the city.

Thanksgiving

Have a great Thanksgiving everyone!

Council Reports

Councilmember Puvogel

Donnybrook – Thursday 27, 2025, at 12, noon. Water balloon fight between Aberdeen and Hoquiam, don't forget to clean up your mess afterwards!

Councilmember Gillis

Spoke on the 250 America the Beautiful Celebration Weekend. Next meeting will be in the Mayors Chambers December 3rd, 2025, at 4pm.

Councilmember Gillis

Spoke on the Ho Ho Fun Run – Register Online.

Councilmember Smith

Christmas Light Parade – December 20th after dark starting at the DMV.

Councilmember Smith

Spoke on the 250th Birthday Military Marine Corp.

LEGAL BUSINESS

Ordinances

Steet Vacation Regarding a portion of Monroe Street

An ordinance vacating a portion of Monroe Street, South of Eklund Avenue, extending less than one block to where Monroe Street ends at the Hoquiam River. Councilmember Puvogel moved to adopt the Ordinance, and his motion was seconded by Councilmember Pauley. Discussion was opened. Ms. Schmid read the Ordinance by title a second time after which the motion to approve passed by unanimous voice vote.

Extending the Moratorium on Transitional Housing

An Ordinance of the City Council of the City of Hoquiam, extending a moratorium on the licensing, regulation, location and permitting of transitional housing, permanent supportive



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Property Tax Levy for 2026

housing, indoor emergency shelters and indoor emergency housing, for an additional six months. Councilmember Brooks moved to adopt the Ordinance, and his motion was seconded by Councilmember Nelson. A discussion followed. Ms. Schmid read the Ordinance by title a second time after which the motion to approve passed by unanimous voice vote.

An Ordinance relating to ad valorem tax; setting and levying the ad valorem tax levies for the General Fund, Emergency Management Services, the Fire Truck Bond Fund and Fire Ladder Truck Bond Fund of the City of Hoquiam for fiscal year 2026. Councilmember Puvogel moved to adopt the Ordinance, and his motion was seconded by Councilmember Nelson. A discussion followed. Ms. Schmid read the Ordinance by title a second time after which the motion to approve passed by unanimous voice vote.

Resolutions

Property Tax Refund Levy

A Resolution of the City of Hoquiam, Washington, declaring the need to recover the 2025 ad valorem tax levy over the 2025 tax levies. Councilmember Puvogel moved to adopt the Resolution, and his motion was seconded by Councilmember Pauley. Passed by voice vote.

Other Legal

Teamster Collective
Bargaining Agreement -
Police

This agreement amends the original agreement. Councilmember Nelson moved to approve this change in the agreement, and his motion was seconded by Councilmember Pauley. Discussion was opened. Passed by voice vote.

Geosyntec Consultants Inc.
– West Fork Hoquiam Dam
Removal Grant

Councilmember Brooks moved to approve this contract, and his motion was seconded by Councilmember Puvogel. Passed by voice vote.

MOU AFSCME Market
Adjustments Nov 2025

Councilmember Puvogel moved to approve this market adjustment for City employees under AFSCME, and his motion was seconded by Councilmember Nelson. Discussion was opened. Passed by voice vote.

OLD BUSINESS



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Pellet Plant	Councilmember Brooks asked for an update on the Pellet Plant. Mayor Winkelman stated that the decision on the appeal has not come back yet.
Terminal 3 Utilities Project	Councilmember Smith asked what was happening with the infrastructure out by the airport with the water and sewer lines. This project should be done within 2 weeks.
Gun Range Shelter/Lean-To	Councilmember Reid asked if the Lean-To was complete. Lt. Dayton spoke on the topic, yes, it is complete. Councilmember Reid asks if the Councilmembers can get a tour of the new building.
NEW BUSINESS	
Public Hearing – ADA Transition Plan	Councilmember Puvogel moved to schedule a Public Hearing on December 8, 2025, at 7PM in the Council Chambers. Councilmember Anderson supported and passed by voice vote.
Public Hearing – Zoning Code Change	Councilmember Puvogel moved to schedule a Public Hearing on December 8, 2025, at 7PM in the Council Chambers. Councilmember Pauley supported and passed by voice vote.
Councilmember Absences	Councilmember Brooks moved to excuse the absence of Councilmember Larsen. Councilmember Puvogel seconded and passed by voice vote.
Canceled Meeting	Councilmember Puvogel wanted to remind everyone that there is no meeting on November 24, 2025.
Regulatory Meeting	Councilmember Pauley reminds everyone of the next Regulatory Meeting on December 8, 2025, at 6PM in the Council Chambers,
SECOND PUBLIC COMMENT	No Public Comment Presented.
EXECUTIVE SESSION	No Executive Session was held.



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ADJOURN

Councilmember Puvogel moved to adjourn the meeting at 8:03 p.m. and his motion was seconded by Councilmember Nelson and passed by voice vote.

A handwritten signature in blue ink, appearing to read "B Winkelman", written over a horizontal line.

BEN WINKELMAN – Mayor

A handwritten signature in blue ink, appearing to read "Kayla Nielsen", written over a horizontal line.

KAYLA NIELSEN – City Council Secretary