



**CITY OF HOQUIAM
Council Meeting Minutes**

June 24, 2024

CALL TO ORDER

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

ROLL CALL

In attendance at the meeting were Mayor Winkelman and Councilmembers Anderson, Brooks, Hinchon, Larsen, Pauley, Puvogel, Reid and Smith. Absent were Councilmembers Carlstrom, Davis, Nelson and Thornton.

PUBLIC COMMENT

One written comment was received from Robyn Emery regarding any leases the city might have for city owned properties. She referenced Officer Report B-2 which is listed on the agenda.

CONSENT AGENDA

Councilmember Brooks moved for the approval of consent agenda items a and b as presented. His motion was seconded. Those items appearing on the consent agenda were as follows:

- The City Council Minutes of June 10, 2024;
- The Regulatory Committee Report recommending approval and payment of claim check numbers 103175 through 103532 in the amount of \$2,720,806.78; claim auto pay and EFT numbers 707 through 717 in the amount of \$194,202.22; payroll check numbers 30801 through 30850 in the amount of \$436,808.56; payroll ACH payments in the amount of \$1,036,552.81; and payroll EFT's in the amount of \$552,695.68.

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

COMMITTEE REPORTS

Hoquiam Historic Preservation Commission
712 1st St.

The Historic Preservation Commission made a recommendation that Council approve an application received for 712 1st Street to be listed on the Hoquiam Register of Historic Places. Councilmember Puvogel moved to accept the report, seconded. Councilmember Hinchon asked what the historic relevance was of this home. Mayor Winkelman stated there was information in the packet regarding the history. Mr. Shay explained the requirements of the Historic Register. A discussion followed regarding the property and home, after which the motion to approve passed by voice vote.



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OFFICER REPORTS

Flooring at Police Department

In March, the Police Department issued a call for proposals to replace the flooring within the department. One of the contracts available to cities through the Department of Enterprise Services is flooring and installation. Great Floors Commercial is on the DES list and provided a bid for the project. The Department is requesting that the Council approve the bid of \$34,301.96 and authorize Great Floors commercial to move forward with the project using ARPA funds. Councilmember Puvogel moved to approve the staff report and his motion was seconded. A discussion followed wherein Councilmember Smith asked why we would use the State contract vs. trying to go out for bids again for local vendors. Just because they are on the State contract doesn't mean we should automatically approve them, also why are we using ARPA funds? Mr. Shay provided a short version of the ARPA funds. They are Federal money from the American Recovery Act need to be expended by the end of the year. He also explained that the police department got a quote originally from a local company which was higher and they did not bid when we issued the call for bids. Typically the State contract is a better price. Councilmember Smith stated that he doesn't understand the need because of deterioration and mold? Isn't there something else that we can use ARPA funds on? Public Safety met with the police department and HVAC and Flooring were things they could use. Following this discussion, the motion to approve passed by voice vote.

**Commercial Property
Purchase**

Included in the packet was an officer report from City Administrator Shay regarding the purchase of Commercial Properties by the City. Three sites have been offered to the City for purchase, all of which fall within the Downtown and Olympic Stadium Revitalization Plan recommendations to revitalize our downtown. These properties include the former Levee Lumber building (currently the location of Buck's Bikes), the former Hoquiam Vision Clinic on 7th Street and the old Oriole Café; and the vacant building and lot adjacent to McHugh's Furniture. These properties are all owned by Emmert Silver city LLC and the owner is willing to sell all to the city at a cost of \$1,350,000. The City has general capital reserves, community development repay funds and general fund reserves for the purchase. Future revenues from the lease



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or sale of these properties would go back into the funds that make the purchase. Staff recommends that Council authorize the Mayor or staff to execute a purchase and sales agreement to acquire the properties for \$1,350,000 and all closing documents to be prepared by a local title company. Councilmember Puvogel moved to approve the staff recommendation and his motion was seconded. Following a brief discussion, the motion passed by voice vote.

MAYOR REPORTS

Habitat for Humanity

Habitat for Humanity recently completed a new home for a family at 2711 5th St. There will be a dedication of the home on June 27th at 5:30 p.m.

Push Rods of Hoquiam
Blue Zone

The annual Push Rods car show will be on Saturday June 29th from 9:00 a.m. to 3:00 p.m. at K and 7th Street in Hoquiam. Hoquiam Grand Central will also be hosting a cards show and vendors at the Grand Central that day.

City Wide Garage Sale

The Mayor thanked a local Facebook Group for putting together a community garage sale. The same group is talking about finding a location for Swap Meet during the summer.

Blue Zone

Chris Frye, representing Blue Zone attended our last meeting and talked about various walks, the bike rodeo, and other events. The Mayor thanked all who participated or helped with the organization. He thanked the Public Works Department and Tracy for helping to set up/close roads for a run for the American Heart Association which was co-hosted by Miss Rainier and the Blue Zones; he also reminded everyone that Blue Zones is hosting a weekly walk each week on Thursday's at noon . They start at the Jitter House.

Downtown

Miss Washington Pageant
Swap Meet

The Mayors daughters Elle and Macy will be competing in the Miss Washington Pageant.

COUNCIL REPORTS

Olympic Stadium Revital-
ization Project

Councilmember Larsen, who serves on the Revitalization Committee shared some pictures of the Olympic Stadium improvements that have been made over the past few years through grants. Mr. Shay stated that two other grants have just recently been completed to replace the lighting and add more ADA accessible restrooms. Councilmember Hinchin stated he spent several weeks at the stadium as well as at Gable Park



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and there were many great compliments. These are a valued commodity to our city.

Council Retreat

Councilmember Brooks reminded the members that the next regular meeting of July 8th was cancelled and will be used for the Council retreat.

Council of Governments

Councilmember Pauley provided a summary of the recent COG meeting that he attended. He spoke about the transit system, etc.

Watershed Tour

The Watershed Committee has spoken about organizing a tour of the Watershed with forester John Bull. Staff will speak with Mr. Bull and come up with some dates.

LEGAL BUSINESS

Ordinances

Vacate Right-of-Way

An Ordinance vacating a portion of an unimproved alley running between lots 9, 10, and 11, and lots 1, 2, and 3, Block 6, Industrial Addition to the City of Hoquiam, said unimproved alley running parallel and between platted but unimproved Harbor Street and platted but unimproved Second Street. Councilmember Puvogel moved to approve the ordinance and his motion was seconded. A brief discussion followed where in Mr. Shay explained the location of the property and how it would be vacated. Ms. Schmid read the Ordinance by title a second time after which the motion to approve passed by unanimous voice vote

Other Legal

**GH County Amendment #4
MOUD**

Included in the packet was Amendment #4 to the Grays Harbor County – Medication for Opioid Use Disorder (MOUD) Agreement which extends the length of the contract and adds additional funding. Councilmember Puvogel moved to authorize signature and his motion was seconded. Sgt. Salstrom explained what the program was, and the motion to approve passed by voice vote.

**WA State DOC – City of
Hoquiam Jail**

Included in the packet was an amendment to the current contract with the Washington State Department of Corrections regarding the housing of “incarcerated individuals” in the city Jail. Councilmember Puvogel moved to authorize signature of the amendment and his motion was seconded. Following a brief discussion on DOC incarcerations, the motion passed by voice vote.



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HDR – Safe Routes to School Project
Included in the packet was a scope of work with HDR Engineering for project management services for the SR 109/US 101 Safe Routes to School Improvements. Councilmember Puvogel moved to authorize the agreement, and his motion was seconded. Councilmember Puvogel reminded council that they had approved the bid for this project at the last meeting. The motion to authorize entering into agreement passed by voice vote.

HDR – General Engineering Services for Dam Removal and Water Supply Project
Included in the packet was an agreement with HDR Engineering to provide engineering services for the Dam Removal and Water Supply Project. They will provide Project Management and on call services. Councilmember Puvogel moved to authorize the agreement and his motion was seconded. Mr. Shay explained that this will be done with a NOAH grant, which will include the removal of the Westfork Dam, which is rarely used as a water source. There will be the installation of wells to draw extra water from. The motion passed by voice vote.

Farm Stand Lease
Included in the packet was a new Farm Stand Lease with – PNW Fresh. Mr. Franko has sold the business to this company. Councilmember Puvogel moved to authorize the agreement and his motion was seconded. Following a brief discussion and a correction to the spelling of the company name on Page 6, the motion passed by voice vote.

Aberdeen/Hoquiam Flood Control Protection Program Cost Sharing
Included in the packet was an Interlocal Agreement with Aberdeen for the Aberdeen-Hoquiam Flood Protection Project Cost Sharing. Councilmember Brooks moved to accept the agreement and his motion was seconded. Mr. Shay explained that there was not an agreement that spelled out the cost sharing and that is what this agreement defines. Following a brief discussion, the motion to approve passed by voice vote.

OLD BUSINESS

Code Compliance
The Mayor encouraged Councilmembers to bring any complaints regarding code compliance to him. A brief discussion was held regarding the noise ordinance and also a discussion on burn barrels. Chief Miller explained that the Fire Department can check on a burn barrel but they can't go in someone's house.



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Ordinance on Fireworks

The 4th of July falls on a Thursday this year – as such fireworks would be allowed from 9:00 a.m. to midnight on July 3rd and from 9:00 to midnight on July 4th. If the weather deems a fire risk, the Mayor can issue an emergency notice to ban fireworks. It has been brought up several times in the past to stop allowing them in Hoquiam, but it has always failed. A discussion followed wherein the difficulty of enforcement was discussed. The Police need to actually see someone breaking the law to enforce.

NEW BUSINESS

Public Safety Meeting

Councilmember Reid announced that the Public Safety Committee will meet on July 22nd 5:00 in chambers.

Excuse Absent Member

Councilmember Puvogel moved to excuse the absent members who called in. Councilmembers Thornton, Nelson and Carlstrom were excused by voice vote.

PUBLIC COMMENT

Fireworks

Chris Gunderson spoke in support of fireworks being allowed within the city. He worked for a pyrotechnic company in the past and there are safe fireworks that can be used in a safe way. He does not support a blanket ban.

ADJOURN

Councilmember Puvogel moved adjourn the meeting at 8:11 p.m. and his motion was seconded and passed by voice vote.

BEN WINKELMAN – Mayor

TRACY WOOD – Council Secretary