



# CITY OF HOQUIAM

City Council Meeting Minutes

MAR 28 2022

## CALL TO ORDER

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

## ROLL CALL

In attendance at the meeting were Mayor Winkelman and Councilmembers Brand, Brooks, Carlstrom, Dick, George, Hinchon, McMillan, Nelson, Pellegrini, Puvogel and Reid. Absent from the meeting was Councilmember Anderson.

## PUBLIC HARING

RCO Grants

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

Councilmember Puvogel moved to open the Public Hearing on the RCO Grant Application Opportunities at 7:02 p.m. The motion was seconded and passed by voice vote. Mr. Shay explained that if the City wishes to apply for grants through the upcoming RCO grant application process, we are required to hold a public hearing to determine which projects the City would like to apply for. He explained what types of grants are available and suggested the following projects: Funding for the restoration of Olympic Stadium; funding for Gable Park for paving and other restoration/repairs; drinking water source; Old Cannery Park – restroom; Forest Grant, and whatever projects the Council or public feels they would like to apply for. Councilmember Pellegrini asked what the required match is on the RCO grants and Mr. Shay stated 20% match from the city. Councilmember Hinchon stated he would like to see the city apply to change out the lighting at the stadium. Mr. Shay replied that in the recent past staff met with a company who has quoted us approximately \$700,000 to install new lighting. Councilmember Dick suggested that we also apply to replace the current sound system in the stadium. Councilmember McMillan moved to close the hearing at 7:14 p.m. and his motion was seconded and passed by voice vote.

## CONSENT AGENDA

Councilmember McMillan moved to approve consent agenda items a and b as written and his motion was seconded. Those items appearing on the consent agenda were as follows:

- The City Council minutes of march 14, 2022;



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## OFFICER REPORTS

Pump Station Variable  
Frequency Drive Bids

- The Regulatory Committee report recommending approval and payment of Claim Check numbers 98147 through 98332 in the amount of \$515,121.29; claim auto pays and EFT numbers 520 through 527 in the amount of \$26,179.28; payroll check numbers 30100 through 30125 in the amount of \$198,343.99; payroll ACH and EFT payments in the amount of \$444,021.65 and \$228,617.59 respectively; and that payroll and benefits for the month of March 2022 be approved and issued at the proper time.

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

The City made a formal call for bids to purchase Variable Frequency Drives to be installed by city staff and our controls system contractor at the new Emerson Avenue Pump Station. One bid was received from Coast Controls in the amount of \$28,480 plus tax. Staff recommends that the Council authorize the purchase of the variable frequency drives through Coast Controls. Councilmember McMillan moved to accept the bid and authorize the purchase of the drives. His motion was seconded and following a brief discussion, passed by voice vote.

Janitorial Services

Ms. Schmid stated that the city has been in discussion with a company to provide janitorial services at City Hall, the Police Station and the Library. Staff is requesting that Council authorize them to negotiate a contract for these services. The City received one quote which is more than what we have been paying, \$2,500 vs. \$1,900. Councilmember McMillan moved to allow staff to negotiate for janitorial services and his motion was seconded. Following a brief discussion on why the city does not need to go out for bid on Service Providers, the motion passed by voice vote.

## MAYOR REPORTS

Civil Service Board Appoint-  
ment

Mayor Winkelman stated that he is appointing Ray Pumphrey to the vacancy on the Civil Service board.

Leadership Grays Harbor

Mayor Winkelman thanked Mr. Shay for participating in the Leadership Grays Harbor program last week. The Mayor also participated in the afternoon.



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Mayor's Luncheon

The Mayor's luncheon was held last week and was very well attended. People were asking a lot of questions – seems like things on the Harbor are doing fairly well.

Pageant

His daughter participated in Seattle pageant for Miss Seattle outstanding teen – there were 3 individuals participating from the Harbor.

Spring Break

Spring Break is coming up and the band and cheerleaders are heading to California.

## **COUNCIL REPORTS**

Public Safety Committee  
Chair and Corner of Sumner  
and Riverside

Councilmember Puvogel was elected as Chair of the Public Safety Committee. He thanked Councilmember Reid for her service last year. The Committee did meet and discussed the corner of Sumner and Riverside. The Committee is pursuing more information from DOT as it is State highway. The Police Department is looking at the feasibility of installing a camera on one of the bridges or at the market.

## **NEW BUSINESS**

Excuse Absent Member

Councilmember Puvogel moved to excuse the absent member and his motion was seconded and passed by voice vote

Watershed Committee

Councilmember Dick announced the Watershed Committee will meet at 5:30 on April 11<sup>th</sup> in the Mayor's office. Staff will invite Loren Hiner to attend.

## **ADJOURN**

There were no public comments and Councilmember McMillan moved to adjourn the meeting at 7:32 p.m. His motion was seconded and passed by voice vote.

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BEN WINKELMAN – Mayor

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TRACY WOOD – City Council Secretary