



# CITY OF HOQUIAM

City Council Meeting Minutes

JANUARY 23, 2023

## CALL TO ORDER

Mayor Winkelman called the meeting to order at 7:00 p.m. Finance Director Schmid led the flag salute.

## ROLL CALL

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

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

## COMMUNICATIONS

Anthony Waldrop and David Houk, representing the Grays Harbor Conservation District made a presentation to the Council regarding the Community Streambank Projects which are 100% grant funded. The Districts use a voluntary, incentive based approach to engage landowners, who then work with the conservation district to design voluntary projects. These projects then provide solutions that are based on scientific data and the owners' knowledge of the local landscape. They also have educational opportunities and field trips for children.

## CONSENT AGENDA

Councilmember Brooks moved to approve items a and b, as presented on the consent agenda. His motion was seconded. Those items appearing on the consent agenda were as follows:

- The City Council Minutes of January 9, 2023;
- The Regulatory Committee Report recommending approval and payment of Claim check numbers 99938 through 100182 in the amount of \$2,024,795.72; Claim ATF and EFT number 598 in the amount of .10 and that payroll and benefits for the month of January, 2023, be approved and issued at the proper time.

The motion to approve the consent agenda passed by voice vote.

## COMMITTEE REPORTS

Committee on Committees –  
2023 Council Committee  
Assignments

The Committee on Committee's recommended the following 2023 Council Committee Assignments: Regulatory Committee: Brenda Carlstrom, Temporary Chair; Brandon Pauley, Elizabeth Reid, John Pellegrini and Richard Brooks. Public Safety: Elizabeth Reid, Temporary Chair, Bill Nelson, Brandon Pauley, Dave Hinchin and Jamie Brand; Public Utilities: Denise



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## OFFICER REPORTS

Key Card Security System Upgrade

Anderson, Temporary Chair, Brenda Carlstrom, Dave Hinchey, Jamie Brand and John Pellegrini; Watershed: Al Dick, Temporary Chair, Bill Nelson, Denise Anderson, Jim George and Richard Brooks. Each Committee shall elect their chair for the year at their first Committee meeting. Councilmember Puvogel moved to accept the proposed assignments and his motion was seconded and passed by voice vote.

Ms. Schmid provided a written report to the Mayor and Council regarding needed upgrades to the current Key Card Security System. The quote received also includes adding a key card system to the Public Works shop, Olympic Stadium and the Sewer Plant. Staff recommends that the council approve the upgrade of the Security Key Card System through Genetec for \$128,735.06 plus tax. Councilmember Puvogel moved to accept the report and his motion was seconded. Following a brief discussion on the need for this upgrade, the motion passed by voice vote.

Drone Purchase

The Police Department requested that the Council approve the purchase of a drone for \$15,163.40. Councilmember Brooks moved to approve the purchase and his motion was seconded. The Drone will be shared between police, fire and public works. There are specific rules regarding drones in the city limits, etc. due to the proximity of the airport. The City will be sending people to a 16 hour course being offered by FAA. ARPA funds will be used for the purchase of the drone. Following a brief discussion, the motion to approve the purchase passed by voice vote.

## MAYOR REPORTS

2023 Mayor Appointments

Mayor Winkelman made the following appointments to boards and commissions:

- Civil Service Commission - Ray Pumphrey and Gary Morgan
- Library Board –Councilmember Reid for a one-year term; reappointment of Jasmine Dickhoff-Maine;
- Planning Commission – there are currently three vacancies;
- Building Code Council – currently one vacancy;
- Urban Forestry Board – Jack Durney has asked not to be reappointed to another term which now leaves a vacancy



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## COUNCIL REPORTS

Council of Government Meeting (COG)

RFA

## LEGAL BUSINESS

### Ordinances

Supplemental Budget 23-01

Relating to Parking on Bay Avenue

### OTHER LEGAL

Beacon Hill Seismic Study

on this Board.

If any Councilmember knows of someone who would like to serve on one of the vacancies or if a citizen is interested, please contact city hall.

Councilmember Puvogel moved to approve the appointments and his motion was seconded and passed by voice vote.

Councilmember Pellegrini stated that the COG Board met on January 19<sup>th</sup>. There has been several million dollars awarded to our County members with their assistance.

Councilmember Puvogel stated that the RFA met on January 12<sup>th</sup> and 19<sup>th</sup> and will meet again on Thursday, January 26<sup>th</sup>. The plan is to take this to the voters in April and it will need 50% of the voters to pass. They have been discussing RFA Board members and Commissioners. There will be a presentation to the council at the next meeting as well as providing the Council with the updated package provided before the meeting. Mayor Winkelman encourage the Councilmembers to reach out to staff if they have any questions before the next meeting.

An Ordinance adopting a supplemental budget, no 23-01 and appropriating funds. Ms. Schmid read the Ordinance by title and Councilmember Puvogel moved for the adoption of the Ordinance. His motion was seconded and following the second reading, the motion passed by roll call vote.

**AN ORDINANCE** relating to parking on Bay Avenue; and amending Section 7.80.030 of the Hoquiam Municipal Code. Ms. Schmid read the Ordinance by title after which Councilmember Puvogel moved to approve the ordinance and his motion was seconded. Following the second reading, the motion to approve the Ordinance passed by roll call vote.

Included in the Council Packet was a Short Form Agreement Between the City and HDR Engineering, Inc. for Professional Services in connection with the project known as Hoquiam High Hazard Potential Dam alternatives Beacon Hill and College Hill Reservoirs. Mr. Shay explained that this project will be funded



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## **NEW BUSINESS**

Excuse the Absent Member

through a FEMA grant, which comes through the State. Councilmember Puvogel moved to authorize signing the agreement and his motion was seconded. Following a brief discussion, the motion passed by voice vote.

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

Public Safety Meeting

Councilmember Reid announced that the Public Safety Committee will meet on February 27<sup>th</sup> at 5:00 p.m. in the Council Chambers to discuss the corner on Riverside by the Farmers Market.

2023 Retreat

Council President Puvogel stated that he had originally announced that the Council Retreat would be on February 6<sup>th</sup> 2023. It will not be held until a future date so items such as the capital budget; the City biennium budget; and the RFA can be discussed at the meeting. The date will probably be in June.

## **ADJOURN**

Councilmember Pellegrini moved to adjourn the meeting at 7:44 p.m. and 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