



# CITY OF HOQUIAM

City Council Meeting Minutes

JUN 12, 2023

## CALL TO ORDER

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

## ROLL CALL

Those in attendance at the meeting were Mayor Winkelman and Councilmembers Brand, Carlstrom, George, Nelson, Pauley, Pellegrini and Puvogel. Absent from the meeting were Councilmembers Brooks, Larsen, Hinchey, Reid and Anderson.

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 Tracy Wood.

## RECOGNITION OF CITIZENS

Robert Olson and Jeffrey Stanley

Police Chief Strong and Mayor Winkelman recognized two citizens Robert H. Olson and Jeffrey S. Stanley for their involvement in helping to rescue two young children who were taken when a person stole a vehicle that they were in. They saw a social media post and saw a vehicle matching the description of the one that was stolen and called 911 to report it and then stayed with the vehicle until law enforcement could get to the scene.

## COMMUNICATION

Blue Zone Presentation

The Blue Zone Presentation will be rescheduled to a different date.

## CONSENT AGENDA

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

- The City Council Minutes of May 22, 2023;
- The Whistler Communication Agreement – Three Year Extension

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

## OFFICER REPORTS

Community Tennis/Pickle ball Court

Mr. Shay provided a written report to the Council regarding a possible partnership with the Hoquiam School District to provide a Community Tennis/Pickle ball Court for the public. Councilmember Puvogel moved to accept the report, his motion was seconded. Mr. Shay provided some brief background regarding his conversation with the school district. Following a



# CITY OF HOQUIAM

City Council Meeting Minutes

JUN 12, 2023

Police Patrol Vehicle Purchase	short discussion, the motion passed by voice vote.
Fire Vehicle Purchase	Chief Strong provided a written report to the Council asking for authorization to purchase of a new SUV patrol vehicle through the State bid, at an anticipated cost of \$75,314.00. There are adequate ER funds available for the purchase. Councilmember Puvogel moved to accept this report. His motion was seconded. Puvogel asked if we feel the purchase price might go down. Chief Strong stated that they are hopeful it will be less than the last purchase. Following this discussion, the motion passed by voice vote.
<b>MAYOR REPORTS</b> City Vacancies	Fire Chief Miller provided a written report to the council asking for authorization to purchase a new pick-up for the Chiefs vehicle through the State bid. This would replace the 2007 Ford Explorer. Funds for the purchase would come from the ER fund at an approximate cost of \$75,000. Councilmember Puvogel moved to approve the purchase of the new Chief vehicle. His motion was seconded and passed by voice vote.
Community Volunteers	Mayor Winkelman stated the City is currently hiring for 3 different positions, a Finance Clerk, Meter Reader and Court Clerk.
<b>COUNCIL REPORTS</b> Class of 2023	Mayor Winkelman thanked all of the volunteers who work so hard to keep the community so beautiful.
Vietnam Traveling War Memorial	Councilmember Puvogel congratulated the graduates of the Class of 2023.
Juneteenth	Councilmember Puvogel reminded citizens and Council that the Vietnam Traveling War Memorial will be at Quinault Beach resort this week.
Council of Governments – Brownfield Grant	Councilmember Puvogel reminded all that Monday is Juneteenth.
	Councilmember Pellegrini stated that COG was awarded a Brownfield Grant. It will provide funding for environmental assessment work on vacant lands. He believes it includes private and public property.



# CITY OF HOQUIAM

City Council Meeting Minutes

JUN 12, 2023

Diversity, Equity, Inclusion Forum

Councilmember Carlstrom stated that the next DEI Forum will be on June 16<sup>th</sup> from noon to 1:00. You can register on line through AWC. It would be nice to get more people participating.

Hoquiam Business Association

Councilmember Carlstrom stated that HBA officially disbanded on June 6 2023. Their remaining funds were distributed to Out and Proud GH, Habitat for Humanity, 7<sup>th</sup> St. and the Polson Museum.

Small Town Connect - AWC

Councilmember Pauley attended the AWC Small Town Connect. It was an excellent way to meet other small town representatives and learning about combining efforts to access large grant funds, etc.

## LEGAL BUSINESS

### Ordinances

Vacation of A Portion of Moore St.

An Ordinance vacating a portion of unimproved Moore Street adjacent to the North on-half of lots 17, 18, 19, and 20, Block 5, Riverdale Addition to the City of Hoquiam. Ms. Schmid read the ordinance by title. Councilmember Puvogel moved to approve the Ordinance and his motion was seconded. Ms. Schmid read the ordinance by title a second time, after which the ordinance passed by unanimous roll call vote.

Vacation of A Portion of An Unimproved Alley

An Ordinance vacating a portion of an unimproved alley running between lots 10, 11, 12, 13 and 14, and lots 22, 23, 24, 25 and 26, Block 14, Riverdale Addition to the City of Hoquiam; and vacating a portion of an unimproved alley running between lots 1, 2, 3, and 4 and lot 10, Block 14, Riverdale Addition to the City of Hoquiam, and a portion of Park Avenue adjacent to lots 1, 2, 3, and 4, Block 14, Riverdale Addition to the City of Hoquiam. Ms. Schmid read the ordinance by title. Councilmember Puvogel moved to have Ms. Schmid read the title again and to approve the Ordinance. His motion was seconded. Ms. Schmid read the Ordinance a second time after which the motion passed by unanimous roll call vote.

### Resolutions

Designating Official Newspaper

A Resolution of the City Council of the City of Hoquiam, Washington, relating to an amendment of Hoquiam Municipal Code Chapter 10.03, pursuant to Section 10.07.140 of the Hoquiam Municipal Code. The Resolution requests that the Planning Commission hold an open public hearing to consider a zoning change for property located at 420 23<sup>rd</sup> St.



# CITY OF HOQUIAM

City Council Meeting Minutes

JUN 12, 2023

## **OLD BUSINESS**

Updates to City Website

Councilmember Puvogel moved to approve the resolution and his motion was seconded. Councilmember Puvogel asked if there were enough members on the planning commission to review this. Mr. Shay stated yes. The motion to approve passed by voice vote.

Staff explained that they have received a proposal from Apptegy to redo the City Website. This information is included in the packet. Department Heads did a webinar with the company and it also has an application that could be on phones. It is very sleek, very user friendly for bill pay, searching the municipal code and other information. The cost would be \$6,850 to move everything over and \$6000 each year. Councilmember Puvogel moved to approve the proposal. The motion was seconded. He stated that this was something we have looked at for several years. His only concern is that everyone who is responsible for updates takes care of those. Mr. Shay explained that training is available for those assigned and Administration can assign different staff. The transition period would be one year (August to August). The motion to approve the proposal and have the Mayor sign the master agreement passed by voice vote.

Safe Routes to School

Councilmember Puvogel asked Mr. Shay to provide an update on the Safe Routes to School project. Mr. Shay stated that the plans, etc., are currently being reviewed by Department of Transportation. An advertisement for a call for bids is projected to go out in July, with an award in August. The construction/work is projected to be completed in late October.

## **NEW BUSINESS**

Summerhaven

Included in the packet was an Application for Acquisition of City Owned Property submitted by Hazar Development corporation dba Summerhaven Homes. Mr. Shay explained that this is a complex issue and involves a parcel of property that the Summerhaven pump stations sit on that was deeded to the city at the time built. Instead of just the portion of property that the stations sit on being deeded to the city two entire parcels were deeded over. Summerhaven is requesting that parcels 052700007200 and 052700007300 be quit claimed to Hazar Development and they will in turn provide for a utility easement to the city. Mr. Shay stated the council can refer this issue to a committee or chose to act on it in a different way. Mr. Johnson stated that there is no Public Property Committee as referred to in the letter and it could go to the Regulatory Committee.



## CITY OF HOQUIAM

City Council Meeting Minutes

JUN 12, 2023

Excuse Absent Members

### **PUBLIC COMMENT**

John Larson – Signage for Polson and Heritage Grant

Clean and Sober House –  
Restriction of Number of  
Residents

Councilmember Puvogel moved to refer this matter to the regulatory committee for their review and recommendation to the council. The motion was seconded and passed by voice vote.

Councilmember Pauley moved to excuse the absent members and his motion was seconded. The motion passed by voice vote.

John Larson, 711 7<sup>th</sup> St., complimented Ms. Schmid for her double reading of the ordinance. He thanked Tracy and the Public Works Crew for the work on the new directional signage for the museum that were recently installed. The Museum was awarded an LTAC grant to help fund these signs and their installation. The Museum has secured a Heritage Grant from the State which will go towards the completion of the Railroad Camp. They will be installing concrete and putting up one more building. Approximately \$150,000 was awarded. Work will start hopefully late summer of 2024. Mr. Larson also spoke regarding the online archived photo project that the museum undertook. Mayor Winkelman asked how someone could obtain a copy of one of their archived photos. Mr. Larson stated that through the funds they received from the Community Foundation their entire photo collection is on the Polson website. People can order/obtain prints through that site.

Judge Dave Mistashkin, [dmistashkin@co.grays.wa.us](mailto:dmistashkin@co.grays.wa.us). Judge Mistashkin addressed the Council regarding Clean and Sober Living facilities. He is the Judge overseeing therapeutic courts for GH County. They have an opportunity to open a Sober House in the City of Hoquiam. The house could be a minimum of 8 people. The current HMC (10.09.020(6)) limits their ability to have 8 residents. It states that no more than 4 adults who are not related can live in the home, but if they have their State License for an Adult Family Home per RCW 70.128, then they can have up to 6. He is asking the council consider an amendment to the code to raise the number to 8. Time is of the essence on this request as they need to sign a lease for the property in question in the very near future. Their houses are checked continually, they have set rules and regulations that must be followed. Following a brief discussion on the length of the lease, Councilmember Puvogel moved to send this issue to the Planning Commission for their review. His motion was



CITY OF HOQUIAM  
City Council Meeting Minutes

JUN 12, 2023

**ADJOURN**

seconded. Mr. Johnson stated that the referral would need to be done by resolution. Councilmember Puvogel amended his motion to have the city attorney draft a resolution to refer this issue to the Planning Commission. His amended motion was seconded and passed by voice vote.

Councilmember Puvogel moved to adjourn the meeting at 7:59 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