



CITY OF HOQUIAM

July 28, 2025

City Council Meeting Minutes

CALL TO ORDER

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

ROLL CALL

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

Staff in attendance were Police Chief Joe Strong, Fire Chief Matt Miller, Assistant Fire Chief Nicklaus Falley, City Attorney Steve Johnson, City Administrator Brian Shay, Finance Director Corri Schmid and Council Secretary Kayla Nielsen.

APPROVAL OF THE AGENDA

Councilmember Brooks moved to approve the agenda. Councilmember Hinchon supported. Passed by voice vote.

PUBLIC HEARING Mid-Biennial Budget

Councilmember Pauley opened the Public Hearing, Councilmember Brooks supported, and it passed by voice vote. Corri Schmid spoke on the topic of the budget. Councilmember Pauley moved to close the Public Hearing, Councilmember Brooks supported, and it passed by voice vote.

COMMUNICATION

Introduction of New Assistant Fire Chief – Nicklaus Falley

Chief Matt Miller spoke of Nicklaus Falley's achievements and what they bring to our department. Welcome Assistant Fire chief Falley!

Fire Engineer Promotion – Zakary McDougall

Chief Matt Miller spoke about Zakary McDougall's career and all he has accomplished. Congratulations on the promotion!

PUBLIC COMMENT

No Public Comment Presented.

CONSENT AGENDA

Council Minutes of July 14, 2025

Councilmember Brooks moved to approve Council Minutes of July 14, 2025. His motion was seconded by Councilmember Nelson and passed by voice vote.



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Claims & Payroll	Councilmember Brooks moved to approve Claims and Payroll for this month. His motion was seconded by Councilmember Nelson and passed by voice vote.
COUNCIL ACTION/DISCUSSION	
Committee Reports	No Committee Reports were presented.
Officers Reports	
K Street Emergency Generator Purchase July 2025	Staff recommend that the Council authorize the purchase of an emergency generator from the Sourcewell contract totaling \$141,191 plus Washington State sales tax. Councilmember Pauley moved to approve this purchase. His motion was seconded by Councilmember Nelson. Passed by voice vote.
Mayors Reports	
Cemetery Timber Harvest	Harvesting of the Cemetery Timber is continuing, the landscape looks different, there is a lot more to do. Any questions please reach out to the Mayor or City Administrator.
Sidewalk down at the Waterfront	Mayor Winkelman is discussing this with City Administrator, Brian Shay, to come up with a solution for this project.
Summer Projects	A lot of summer projects are getting completed, everything looks great.
Council Retreat	Mayor Winkelman is looking forward to the Council Retreat this year and hopes everyone can make it.
Council Reports	
Councilmember Brooks	Spoke on the Council Retreat. Councilmember Brooks would like to change the date of the retreat. See Old Business for motion.
Councilmember Pauley	Councilmember Pauley reminds everyone to pay attention to the DOT messages as there will be a lot of work on the bridges in the near future.
LEGAL BUSINESS	



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Ordinances

Gas Code 2025

An Ordinance relating to building regulations; adopting the "National Fuel Gas Code". Councilmember Pauley moved to table the Ordinance, and his motion was seconded by Councilmember Nelson. A discussion followed. The Council passed this motion to table by unanimous vote.

International Energy
Conservation Code 2021

An Ordinance relating to building regulations; adopting the "International Energy Conservation Code". Councilmember Pauley moved to table the Ordinance, and his motion was seconded by Councilmember Nelson. A discussion followed. The Council passed this motion to table by unanimous vote.

International Plumbing Code
2021

An Ordinance relating to building regulations; adopting the "Uniform Plumbing Code". Councilmember Pauley moved to table the Ordinance, and his motion was seconded by Councilmember Nelson. A discussion followed. The Council passed this motion to table by unanimous vote.

International Fire Code 2021

An Ordinance relating to building regulations; adopting the "International Fire Code," 2021 Edition. Councilmember Smith 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.

International Mechanical
Code 2021

An Ordinance relating to building regulations; adopting the "International Mechanic Code," 2021 Edition. Councilmember Smith 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.

International Building Code
2021

An Ordinance relating to building regulations; adopting the "International Building Code". Councilmember Pauley moved to table the Ordinance, and his motion was seconded by Councilmember Nelson. A discussion followed. The Council passed this motion to table by unanimous vote.

Resolutions

No Resolutions Presented.



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Other Legal Fire Department L&I Grant	This agreement provides funding for the FIRE Program participants to purchase approved equipment or gear to help them implement their SIP. Councilmember Pauley moved to approve this agreement, and his motion was seconded by Councilmember Smith. A discussion followed and was passed by voice vote.
OLD BUSINESS Council Retreat	Councilmember Brooks motioned to cancel the date of the retreat on August 18 th and reschedule the retreat to August 25, 2025. Time and Location remain the same. Councilmember Pauley supported this change, and it was passed by voice vote.
NEW BUSINESS August 25, 2025, Council Meeting	Councilmember Reid moved to cancel the Council Meeting on August 25 th , 2025. Councilmember Pauley supported this motion and was passed by voice vote.
Councilmember Absences	Councilmember Pauley moved to excuse the absence of Councilmember Anderson, Gillis, and Puvogel. Councilmember Nelson seconded and passed by voice vote.
Regulatory Meeting	Councilmember Pauley moved to reschedule the Regulatory meeting for August 11 th at 6PM instead of August 25 th . Seconded and passed by voice vote.
SECOND PUBLIC COMMENT Kenneth Mroczek – Simpson Ave.	Written comment on the building he was renting and asking for his original email to be a public comment.
EXECUTIVE SESSION	No Executive Session Held.
ADJOURN	Councilmember Brooks moved to adjourn the meeting at 7:39 p.m. and his motion was seconded by Councilmember Pauley and passed by voice vote.



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A handwritten signature in black ink, appearing to read "B Winkelman".

BEN WINKELMAN – Mayor

A handwritten signature in blue ink, appearing to read "K Nielsen".

KAYLA NIELSEN – City Council Secretary

Kenneth Mroczek

702 & 706 Simpson, Hoquiam WA 98550

Submitted: July 14th, 2025 @ 9:48am Via Email

Ladies and Gentlemen,

I spoke at the last city council meeting on written permission for right of entry as a tenant into the American Veterans Buildings. After the meeting adjourned, Brian Shay approached me and indicated he will look into right of access and reply by email, as of this time I haven't received his reply. The majority of the historic buildings museum contents are looked upon as an Art Work of High International regard. Access is necessary as a tenant to check on the museum contents and security of the buildings.

The cities confirmation of access should be permissible as I have occupied the corner building for 17 years. The buildings have not been open to the public in a long time.

Hoquiam did not inspect and condemn the subject buildings since my occupancy. Now, the city has condemned the buildings following receiving a formal letter of recommendation by the Hoquiam Revitalization Task force on April 9, 2025 recommending the city consider purchasing additional Emmert properties with the recommendation being approved on April 14, 2025. This is a real coincidence that The American Veterans Buildings were inspected by the city on May 1, 2025 and condemned on May 30, 2025. There are other historic buildings within this city some that are in equivalent or worse condition that are not condemned or posted DO NOT ENTER. Again, please permit tenant access as litigation is active, currently with Grays Harbor Superior Court between Emmert and Mroczek.

Please reply by email.

Respectfully Submitted,

Kenneth C. Mroczek

kcmroczek@gmail.com

360.556.6764

Submitted: July 25, 2025 @ 10:36am Via Email

Greetings,

My understanding is my comments sent by email on July 14, 2025 for the last city council meeting are to be summarized at the meeting and are to be documented in it's entirety into the minutes and presented at the following consent agenda.

My email doesn't appear in the proposed July 14, 2025 minutes that are on the consent agenda.

My request is that my email comments be presented and included into the minutes of July 14, 2025, for the record and for council approval of minutes on July 28, 2025 consent agenda.

Please copy this email to all council members.

Thank You,

Kenneth C. Mroczek

kcmroczek@gmail.com