



**CITY OF HOQUIAM
Council Meeting Minutes**

February 26, 2024

CALL TO ORDER

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

ROLL CALL

Those in attendance were Mayor Winkelman and Councilmembers Brooks, Hinchey, Larsen, Pauley, Puvogel, Reid, Smith and Thornton. Absent from the meeting were Councilmembers Anderson, Carlstrom, Davis and Nelson.

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.

CONSENT AGENDA

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

- The Hoquiam City Council meeting of February 12, 2024;
- The Regulatory Committee report recommending approval and payment of claim check numbers 102615 through 102775 in the amount of \$1,106,440.43; claim auto pays and EFT numbers 691 through 696 in the amount of \$52,384.98; payroll check numbers 30728 through 30752 in the amount of \$216,822.29; payroll ACH and EFT payments in the amount of \$520,651.61 and \$275,467.47 respectively; and that payroll and benefits for the month of March 2024 be approved and issued at the proper time.

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

COMMITTEE REPORTS

Urban Forestry Board –
Arbor Day/Patriot Week

The Urban Forestry Board voted to celebrate Arbor Day this year in recognition of Patriot Week, in conjunction with the Washington State Society of the Sons of the American Revolution. Staff recommends that the event be held April 25th at 2:00 p.m. at the triangle park on Emerson and K. Councilmember Thornton moved to approve the staff recommendation and the motion was seconded and passed by voice vote.



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Historic Preservation – 322
Lincoln

The Historic Preservation Commission made a recommendation that the Council approve application HR 24-01, to list 322 Lincoln Street on the Hoquiam Register of Historic Places. The application was considered by the Commission on February 21, 2024 and the Commission found that the property is eligible for the Register. Councilmember Puvogel moved to approve the Commission’s report and his motion was seconded. A discussion followed regarding the eligibility of the building and the changes that will be done with the building. Mr. Shay explained that any renovations will be reviewed by staff and the Historic Preservation Commission to meet the requirements of the Register. Further discussion followed regarding the eligibility requirements of the Historic Register. If Council approves this application a Resolution will be brought back to the Council for final adoption. The motion to approve the report passed by voice vote.

OFFICER REPORTS

Eastside Fire Station –
Exhaust Removal System

A report was provided by Fire chief Miller requesting that Council approve a bid for the Eastside Fire Station Vehicle Exhaust Removal System. \$45,000 was included in the budget for this system and the bid received was for \$48,731.66 from Air Exchange Inc. Council moved to approve the bid and the motion was seconded. A discussion followed regarding the need for the system and the timeframe, after which the motion to approve passed by voice vote.

MAYOR REPORTS

Lunch with the Mayors –
GGH Inc.

Mayor Winkelman reminded Council and citizens that the lunch with the Mayors will be held on March 26th. If any Council are interested in attending, please get in touch with staff to get registered.

Port of Grays Harbor Update

Staff has invited the Port to attend a meeting in late March to provide an update to the Council. The City is working with them as they work with other promoting and recruiting businesses to our community.

Appointments

Mayor Winkelman appointed Michael Snyder and Jessie Tuscana to serve on the Urban Forestry Board and Chris Gunderson to serve on the Revitalization Task Force.

Shorebird Festival

The annual Shorebird Festival will be held the first Weekend of May.



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Special Olympics Celebrity Basketball Game

The Special Olympics – Celebrity Basketball game will be held on March 9th from 12:00 to 4:00 p.m. The event is in Hoquiam this year. They will also have an auction and a raffle. He named some of the celebrity players that will be in attendance.

March Coin Hunt

Mayor Winkelman spoke briefly regarding the March Coin Hunt. He thanked Paul McMillan for continuing to support the hunt. Coins will go out before St. Patrick’s Day. He brought examples to show what people should be looking for.

Historic Register

The mayor requested that staff provide an updated list of properties that are on the Hoquiam Historic register for the Council.

Community Forest Program

One of the projects the City has been working on for 4 or so years is the community forest project. This Project is helpful in many ways from having working forests in city limits, which provides money to the General Fund through harvesting to additional recreational opportunities through trail systems, etc. Additional funding is currently in the State budget and we hope it will be approved. Mr. shay provided some background information regarding the program.

LEGAL BUSINESS

Resolutions

Surplus Property

A Resolution declaring certain personal property owned by the City to be surplus items pursuant to Hoquiam Municipal Code Sections 1.64.005, 1.64.010 and 1.64.020. Councilmember Puvogel moved to approve the resolution and his motion was seconded. A brief discussion followed wherein Ms. Schmid stated that all of the computer equipment drives will be scrubbed/wiped before disposition. The motion for approval passed by voice vote.

Ambulance Service Agreement Fire District 4

Included in the Council packet was an Ambulance Services Agreement with Grays Harbor Fire District No. 4 to provide equipment and personnel necessary for advanced life support services, basic life support services and other emergency medical services on a case by case basis. Councilmember Brooks moved to accept the agreement and his motion was seconded. Chief Miller explained the services that the City provides and explained how the district operates after which the motion to approve the agreement passed by voice vote.



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Ambulance Standby Fee

Councilmember Pauley stated that Regulatory Committee met today and discussed the recent raise for the ambulance availability. He moved to have staff review the study and bring back an ordinance to adjust the ambulance increase to \$10.00 per year for 3 years. Ms. Schmid discussed the impacts this would have on the ambulance fund and also stated that this would make the study that was completed invalid. We cannot as a city base our rates without information as to why we are doing it. Councilmember Pauley asked if there was a recommendation in the study that would come close to this and she stated she would review the tiered rate option. Councilmember Reid recommend this be sent back to regulatory so there can be further review of the study. The City paid \$60,000 for the last rate study. Mayor Winkelman stated that regulatory can review and suggest a different rate. The motion to change the fee to \$10.00 failed by voice vote. This item will go back to the regulatory committee to review an option that would not require a new rate study.

Council Retreat
Construction

Council President Brooks stated that it is time to look at scheduling a council retreat. It looks like revitalization would be a good topic but asked council and staff to make recommendations for what they would like to discuss at the retreat.

Public Utilities and Public
Safety Committee Meetings

Councilmember Puvogel reminded council that Councilmember Anderson had called a Public Utilities meeting for 6:00 p.m. on March 11th in the Mayor's Office and that Public Safety will be meeting at 5:00 p.m. on march 11th in the Council chambers.

Chair for Council Committees

Councilmember Reid stated that she has been elected as chair for the Public Safety Committee for this year and Councilmember Pauley has been elected as Chair for the Regulatory Committee.

Adopt a Drain Program

Councilmember Thornton stated that she tried to sign up on the Adopt a Drain website to adopt the drain by her house but it refused to accept her drain.

NEW BUSINESS

Public Meeting – Wastewater
Treatment Facility Plan,

Councilmember Puvogel moved to set a public meeting for March 11th regarding the SERP (State Environmental Review Process) for the WW Treatment Plant Facility Plan, General



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General Sewer Plan and K St. Pump Station	Sewer Plan and K Street Pump Station. Mr. Shay stated that there are new state requirement when you have Ecology funding which require it goes through the SERP process. HDR will be giving a formal presentation that night. Motion passed by voice vote.
Excuse Absent Members	Councilmember Thornton moved to excuse the absent members who called in. Her motion was seconded and passed by voice vote.
Police Chief	Mayor Winkelman thanked Chief Strong for the comments he recently made regarding social challenges. He briefly shared a recent conversation on a person’s responsibilities and the consequences from their actions.
Confirm Mayor Appointments	Councilmember Puvogel moved to confirm the appointments to the Urban Forestry Board of Michael Snyder, Jessie Tuscano and the appointment of Chris Gunderson to Revitalization Task force. His motion was seconded and passed by voice vote.
Police Chief	Councilmember Hinchon congratulated chief Strong on his recent marriage.
PUBLIC COMMENT	
Ambulance Fee	Autumn Melvard, 711 Karr, submitted a letter requesting that Council look at dividing the ambulance standby fee into equal amounts over next 3 years.
Water Leak	Mrs. Jones, 606 Beacon Hill, spoke to the Council regarding a recent water leak at their residence. She came in to ask about an adjustment on bill and was told no. She received no help. She is attending the city council meeting in hopes that it might be revisited. Mayor stated that we can take this under advisement. She also asked why the City does not have their afterhour’s emergency numbers in the phone book.
Utility Bill	Chris Priamos, 303 Emerson Avenue. Hoquiam, stated that three of his neighbors are on fixed incomes and cannot afford the recent increases to the utility bill. We have a poor and elderly community. He makes a decent wage and this increase is hurting his budget.
Increases to Utility Rates	Robbin Emery, 911 Broadway Ave., Hoquiam, expressed her concerns again regarding the fee increases. The citizens expect



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the council to be transparent and she believes many of them have failed miserably. She asked all who voted yes on this raise to resign. She spoke regarding a quote from Mayor stating GEMT funding has ended and a quote from Fire Chief stating GEMT funding has been reduced. She cannot see where this is true through the public records she has received. Not that she can see from her public records requests. She asked that a Town Hall Meeting be held to answer the concerns and questions of the citizens. The 2024, 2025 2026 fees need to be divided equally to help citizens. She read several comments from citizens regarding the recent increases and the struggles they are having.

Utility Rates

Paul McMillan, 119 M Street, got his water bill the other day and yes it's high. It is high because we don't have the business and industry to support the community. It is falling to the citizens to support. We need to encourage businesses to come here to help alleviate some of these costs. Thanked Fire personnel who are probably the best in the state. He recently heard that there was a request for an efficiency report. This report would tell you we need more staff. We have wonderful employees doing a great job, many doing several jobs and they should be thanked.

ADJOURN

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

BEN WINKELMAN – MAYOR

TRACY WOOD – COUNCIL SECRETARY