



**CITY OF HOQUIAM  
Council Meeting Minutes**

**April 8, 2024**

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**CALL TO ORDER**

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

**ROLL CALL**

In attendance were Mayor Winkelman and Councilmembers Anderson, Brooks, Carlstrom, Davis (entered at 7:02 p.m.), Hinchey, Pauley, Reid, Smith and Thornton. Absent from the meeting were Councilmembers Larsen, Nelson and Puvogel.

Staff in attendance were Police Chief Strong, Fire Chief Miller, City Attorney Johnson, City Administrator Shay and Council Secretary Tracy Wood.

**PROCLAMATION**

Declaring Arbor Day and Arbor Month

A Proclamation of the City of Hoquiam declaring April 25, 2024 as Arbor Day and April 2024 as Arbor Month in the City of Hoquiam.

**CONSENT AGENDA**

Councilmember Brooks moved to accept consent agenda item a, the City Council Meeting Minutes of March 25, 2024, as presented. His motion was seconded and passed by voice vote.

**COMMITTEE REPORTS**

Regulatory Committee – Ordinance Adjusting Ambulance Rates for the City of Hoquiam

The Regulatory Committee made a recommendation to the Council that they accept the ordinance adjusting the City of Hoquiam Ambulance rate to a 60%/80%/100% even distribution based upon the advised adjustment schedule in the study, along with annual adjustments for CPI as well. Councilmember Brooks moved to accept the report and his motion was seconded. Councilmember Hinchey asked if the difference in the cost would come from the general fund, Mr. Shay answered no it would come from ambulance reserves. Following this discussion, the motion passed by voice vote.

**MAYOR REPORTS**

Mayor Winkelman congratulated Jane Rolaff for her accomplishment and leadership as a local athlete. She recently participated in California and placed 8<sup>th</sup> in the western tournament.

The high school has added girl's tennis as an offered sport and will be hosting matches on the revitalized court that will also function as a pickle ball court outside of the sports season. This court will be available for use by the public with key code access.



**CITY OF HOQUIAM  
Council Meeting Minutes**

**April 8, 2024**

He has been working with some residents for hold a swap meet in city of Hoquiam. Different locations are being discussed as well as a date.

He and staff have been working with the Revitalization Committee on possible acquisition of properties. The Blue Zones and Revitalization Committee will be doing a downtown walkthrough on Friday beginning at the Jitter House at 9:00 a.m. They are working with Dan Burden, regarding Urban Design. Dan has experience in working on safe routes to schools, main street program, etc.

Mayor Winkelman congratulated his daughter Ellie who was crowned Miss Rainier this weekend. Grays Harbor will have several individuals representing them at the Miss Washington pageant. Joslyn Williams, Kylie Shepherd and Maci Winkelman. Ellie will also be there as Miss Rainier.

Today was the first official day of sewer project. They are working along Levee Street (by Swansons and the Police Station) with work planned further down Levee.

**COUNCIL REPORTS**

Arbor Day

Councilmember Hinchin asked if the City would be planting any trees on Arbor Day. Staff stated that they will be doing the planting in September as it is better for the trees.

**LEGAL BUSINESS**

**Ordinances**

Ambulance Service and  
Public Utility

An Ordinance relating to ambulance service and public utility; increasing the monthly ambulance utility service fee; amending Subsection (2) of Section 1.45.090 of the Hoquiam Municipal Code; and creating an effective date. Ms. Wood read the ordinance by title after which Councilmember Brooks moved to approve the ordinance and his motion was seconded. Councilmember Brooks stated this would hopefully provide some relief to our constituency. Councilmember Pauley thanked the City staff for working on this. The Ordinance was read by title a second time after which the motion to approve passed by roll call vote.

Special Speed Limits

An Ordinance relating to special speed limits; amending 7.16.030 of the Hoquiam Municipal Code. Councilmember Thornton moved to approve the ordinance and her motion was seconded. Councilmember Hinchin asked if all of the items on



**CITY OF HOQUIAM  
Council Meeting Minutes**

**April 8, 2024**

the ordinance were changes. Mr. Shay explained it was only the crossed through item (Newell Street to Woodlawn). Councilmember Reid explained that the speed zone in that area was a concern raised by citizens. Following no further comment, the motion to approve passed by voice vote.

**Resolutions**

GH County Multi-Jurisdiction  
Hazard Mitigation Plan

A Resolution adopting the Grays Harbor County Multi-Jurisdiction Hazard Mitigation Plan. Councilmember Pauley moved to support the resolution and his motion was seconded. Staff explained that they worked several months working on needs, equipment, etc. in case of emergencies/natural disasters. FEMA was very impressed with the County Plan and appendixes. Staff briefly discussed the possibility of funding through Congressional funding for an emergency operations center at the Cemetery. Following the discussion, the motion passed by voice vote.

**OLD BUSINESS**

Council Retreat

Councilmember Brooks moved to hold the Council Retreat on July 8<sup>th</sup> instead of a regular meeting. The Levee project and revitalization could be the topics. The motion was seconded and passed by voice vote. The retreat will be held in the council chambers.

Photos for Website

Staff will reach out and see what can be scheduled to get new photos of the council for the website.

Fire Districts

Council asked what the status of the contracts with the Fire Districts is. Chief Miller stated that 3 have been signed; Fire District 7 just asked for a final today and he has not heard anything from the other two Districts. If the Department answers call within those Districts at this time they will be charged the current rate.

**NEW BUSINESS**

Pot Holes

Councilmember Thornton asked if the large potholes on the Street between Swansons and Police Department could be filled.

RFA

Councilmember Brooks stated that with the ambulance fee increase and the negotiations that have been held with the fire districts, he would like to see the City revisit the possibility of an RFA. He made a motion to look into the RFA. His motion was seconded. Staff would need to see if the other cities would want to be involved. The motion passed by voice vote, with



**CITY OF HOQUIAM  
Council Meeting Minutes**

**April 8, 2024**

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Councilmember Hinchon voting no.

Delta Park Councilmember Smith stated the light at the flag pole at Delta Park is out. Mr. Shay stated that staff is already aware of this and working on it.

Excuse Absent Member Councilmember Brooks moved to excuse the absent members, and his motion was seconded and passed by voice vote.

Breakdown of City Utility Bills Councilmember Smith moved to direct City Administration to research, produce and publish a breakdown of the City Utility Bill for the benefit of the citizen tax payers of Hoquiam. A document will be produced by the city that explains, in basic terms, the revenue and disposition of the revenue and that this publication be made available to the public via the most inclusive means available at the earliest opportunity. His motion was seconded. Councilmember Smith went on to say that the Utility Bill which is continually referred to as the water bill has five distinct parts, i.e., water, sewer, storm water, Utility tax and Ambulance fee. It is billed out every two months and he believes there is confusion regarding the items the citizens are paying for in the bill and that it is bi-monthly. He hears over and over the same comments about the “water” bill and that a person is paying over \$400 a month. Councilmember Hinchon asked if it would be included in and sent out with the utility bill. Councilmember Reid said she applauds the concept but no one seems to read the inserts that are in the bills. Mayor Winkelman said that it could be used and available at City Hall. Following a lengthy discussion, the motion passed by voice vote.

**EXECUTIVE SESSION**

**PUBLIC COMMENT**  
Utility Bill

Utility Bill Monthly Billing Councilmember Brooks made a motion that the city move to a monthly billing vs. the current bi-monthly billing and his motion was seconded. Mr. Shay stated that staff could look at costs and what would be entailed to do this and bring that information back to the council. Councilmember Brooks retracted his motion and Councilmember Pauley moved to send to this item to the Regulatory committee. His motion was seconded and passed by voice vote.

Councilmember Smith expressed his frustration with trying to pay the utility bill on the website. It is a fight to try and pay it.



**CITY OF HOQUIAM  
Council Meeting Minutes**

**April 8, 2024**

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- Shorebird Festival  
Arnie Martin, 631 Chenault, Hoquiam, reminded everyone that the Shorebird Festival is coming up May 1<sup>st</sup> through 5<sup>th</sup>. He reminded the Mayor of the poster awards and thanked Tracy for her help. New this year will be a dinner at the Hoquiam Brewing Company which will be a fundraiser for the festival. Tickets can be purchased on line and it will start at 7:00 p.m. Arnie also expressed concerns he has with the proposed pellet facility.
- Reconvene in Regular Session
- RFA  
Robbin Emery, 911 Broadway, Hoquiam, stated she did not plan on speaking until she heard the RFA brought up again. The citizens have voted it down 3 times now. We can't afford it. Take time to read the feasibility study and rethink this!
- Civic Hours  
In attendance at the meeting were several students earning their civic hours. Koda Ortino, Landon Mathews, Mathew Siess and Cody Bridwell.
- ADJOURN**  
Councilmember Pauley moved to adjourn at 7:47 p.m. and his motion was second and passed by voice vote.

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BEN WINKELMAN – MAYOR

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TRACY WOOD – COUNCIL SECRETARY