



CITY OF HOQUIAM

City Council Meeting Minutes

January 27, 2025

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 Anderson, Brooks, Carlstrom, Gillis, Hinchon, Larsen, Nelson, Pauley, Puvogel, Reid, Smith and Thornton.

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 Kayla Nielsen.

APPROVAL OF THE AGENDA

Councilmember Puvogel moved to approve the agenda as presented. Councilmember Hinchon supported. Discussion followed on this new addition to the agenda. Passed by voice vote.

PUBLIC COMMENT

Linda Webb – East
Hoquiam Road

Linda spoke on the topic of the Broadway Road conditions.

CONSENT AGENDA

Council Minutes of January
13, 2025

Councilmember Brooks moved to approve Council Minutes of January 13, 2025. His motion was seconded by Councilmember Pauley and passed by voice vote.

Claims & Payroll

Councilmember Brooks moved to approve Claims & Payroll. His motion was seconded by Councilmember Pauley and passed by voice vote.

COUNCIL ACTION/DISCUSSION

Committee Reports

Committee on Committee's
Report – Committee
Assignments

Committee assignments are as follows:
Council President – Councilmember Brooks

Committee on Committee's – Councilmember Brooks, Puvogel, and Gillis.



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Officers Reports

Generator Purchase for
Adam's Street Pump
Station

Public Utilities – Councilmember Anderson (Interim – Chair), Carlstrom, Hinchon, Smith, and Thornton.

Regulatory – Councilmember Pauley (Interim – Chair), Puvogel, Reid, Gillis, and Carlstrom.

Watershed – Councilmember Smith (Interim – Chair), Thornton, Hinchon, Larsen, and Nelson.

Public Safety – Councilmember Reid (Interim – Chair), Anderson, Gillis, Puvogel, and Pauley.

Councilmember Brooks moved to accept. Seconded by Councilmember Puvogel. Discussion to follow. Passed by voice vote.

Staff recommends that the Council authorize the purchase of emergency generator from the Sourcewell contract totaling \$62,490.01 plus Washington State sales tax. This purchase was included within the 2025-2027 budget.

Councilmember Puvogel moved to accept the purchase of the generator. His motion was seconded. Discussion followed. Passed by voice vote.

North Shore Levee
Property Purchase

Staff recommends that the Council authorize the purchase of all four parcels for the North Shore Levee Project. This property purchase will reduce the overall cost of the Hoquiam segment of the North Shore Levee by eliminating closure structures and allowing for more earthen levee. Funding to purchase the properties is provided through the Washington State Legislature's 2023-2025 Capital budget appropriation.

Councilmember Puvogel moved to accept the purchase of the four parcels. His motion was seconded by Councilmember Pauley. Discussion followed. Passed by voice vote.

North Shore Levee West
Property Purchase

Staff recommends that the Council authorize the purchase of the property. Both property owners have agreed to sell the undeveloped parcels to the City for a grand total of \$52,328. Funding to purchase the properties is provided through the



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Parks Department Mower Purchase – RCO Grant	<p>Washington State Legislature’s 2023-2025 Capital Budget appropriation.</p> <p>Councilmember Brooks moved to accept the purchase of the two parcels. His motion was seconded by Councilmember Anderson. Discussion followed. Passed by voice vote.</p> <p>Staff recommends that the Council authorize the purchase of the mower from the Sourcewell contract totaling \$32,188.28, including Washington State sales tax. This purchase was included in the 2025-2027 budget. If purchased by the end of March 2025, \$12,510 in grant funds from our 2024 Deferred Maintenance Grant can go towards the purchase of this equipment.</p>
Police Department Vehicle Purchase	<p>Councilmember Brooks moved to accept the purchase of the mower. His motion was seconded by Councilmember Puvogel. Discussion followed. Passed by voice vote.</p> <p>The department is requesting the City Council approve the purchase of two new patrol car vehicles off available State bid pricing using police ER&R funds. The cost of two 2024 police package For Explorers through the state bid process is \$100,160. The cost of equipment and installation to equip the vehicles is approximately \$52,000 total.</p> <p>Councilmember Puvogel moved to accept the purchase of the two police vehicles. His motion was seconded by Councilmember Pauley. Discussion followed. Passed by voice vote.</p>
Mayors Reports Bowerman Airfield	<p>Port improvements are in process for Life Flight that is building a maintenance building for the life flight program.</p>
Council	<p>Thank you for your continued support of the citizens vision and pursuing purchasing of properties like we did tonight.</p>
Projects	<p>For both the Levee projects and revitalization projects we had council action at our last meeting. Its important to continue to move forward on those projects even though it can take multiple terms to complete.</p>



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Library Committee	The City has an ordinance pertaining to the Library Board, Mayor Winkelman is asking the city attorney to draft an Ordinance that terminates the Library Board, as they haven't met for years.
Disaster Preparedness Committee	Appoint Councilmember Reid to the Disaster Preparedness Committee. Councilmember Reid accepts.
New Agenda Approval	We are trying to provide more information to the public. Even though it is not required to provide the whole council packet, it is a public document. Citizens can call and ask for the council packet through a public records request. We will be working on a better method of us providing that information.
Quiet Zone Grant	Congratulations to Aberdeen with their progress that they've made so far with the Quiet Zone Grant and projects regarding the trains.
Levee Street	Thank you, city workers for working on Levee Street today.
Code Violations	The easiest way to address code violations is to go the city website, then go to the code compliance page. This page will provide you with a phone number and email for different types of code compliance issues.
Community Services Board	We will be bringing back into action as defined by our code. This Board Councilmember Anderson and Councilmember Gillis to be appointed to this board. They would be working along side Tasha Parris, our Community Services Coordinator. Also asking for community members to join our Community Services Board. We currently don't have a good map of our community for visitors. We would like to create a map with our city parks and streets. Would like community feedback on what should be on the map for our visitors.
Website – Apptegy App	On the city website, bottom of the page you can download the city app with either Android or iPhone device. This App can be used to get notifications on events or new documents being uploaded. You can also use this App to report a pothole or broken water pipe. There is a lot to be done with this App, please be patient.



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Facebook Page

In the future our posts will not have a comment section. Our Facebook page is more informational not for public discord or conversation.

Photography Challenge

Submit photos of what you love about Hoquiam by February 14th. Please send them to bwinkelman@cityofhoquiam.com. Wanting to incorporate these photos into our city website.

Council Reports

Councilmember Pauley

Spoke on the train noise and Bowerman Airfield.

LEGAL BUSINESS

Ordinances

Supplemental Budget – 2025-1

An Ordinance adopting a supplemental budget no. 25-1 and appropriating funds.

Councilmember Puvogel moved to adopt the ordinance, and his motion was seconded by Councilmember Pauley. Ms. Schmid read the Ordinance by title a second time after which the motion to approve passed by unanimous voice vote.

Street Vacation - McBride

An Ordinance vacating a portion of platted but unimproved McBride Street, between Lots 1, 10 and 11, Block 14, Riverdale Addition to the City of Hoquiam, Lot 1, Block 13, Riverdale Addition to the City of Hoquiam, Lots 3, 4, 5, 6, 7, 8 and 9, Block 11, Riverdale Addition to the City of Hoquiam, Lots 5, 6, 7, 8, and 9, and Lots 22 and 23, Block 12, Riverdale Addition to the City of Hoquiam.

Councilmember Puvogel moved to adopt the ordinance, and his motion was seconded by Councilmember Pauley. Ms. Schmid read the Ordinance by title a second time after which the motion to approve passed by unanimous voice vote.

Resolutions

No Resolutions were presented.

Other Legal

Broadway Guardrail Project Amendment - HDR

Councilmember Puvogel moved to approve this agreement, and his motion was seconded by Councilmember Pauley. Discussion followed. The motion to approve passed by voice vote.



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Broadway Safety Project
Amendment - HDR

Councilmember Puvogel moved to approve this agreement, and his motion was seconded by Councilmember Pauley. Discussion to follow. The motion to approve passed by voice vote.

Interlocal Agreement –
Ambulance Piggyback –
City of Aberdeen

Councilmember Brooks moved to approve this agreement, and his motion was seconded by Councilmember Pauley. Discussion to follow. The motion to approve passed by voice vote.

Reentry Demonstration
Initiative Project

Councilmember Puvogel moved to approve, and his motion was seconded by Councilmember Brooks. Discussion to follow. The motion to approve passed by voice vote.

EXECUTIVE SESSION

No Executive Session were held.

OLD BUSINESS

No Old Business were presented.

NEW BUSINESS

Corridor Crossing
Elimination & Improvement
Study

Councilmember Pauley moved to accept a request by Aberdeen to participate in the rail crossing study and seconded by Councilmember Anderson. Discussion on the cost (Max \$10,000). Councilmember Puvogel moved to table until next meeting. Councilmember Anderson seconded followed by more discussion. The motion to move to the next meeting passed by voice vote.

Public Safety Meeting

Councilmember Reid scheduled the next Public Safety Meeting for February 10, 2025, at 6 p.m. in the Council Chambers.

Public Utilities Meeting

Councilmember Anderson scheduled the next Public Utilities Meeting for February 24, 2025, at 6 p.m. in the Council Chambers.

Councilmember Gillis
Motion

Councilmember Gillis proposed a motion to establish an ordinance that requires all City Council meeting agendas to be posted on our City's website two business days in advance. Councilmember Hinchey seconded the motion. Discussion followed. Councilmember Gillis is looking for more transparency, public participation, and council preparation.



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Councilmember Puvogel
Motion

Roll call vote was taken as follows – Smith – No, Thornton – No, Anderson – Yes, Brooks – Yes, Carlstrom – Yes, Gillis – Yes, Hinchey – Yes, Larsen – No, Nelson – No, Pauley – No, Puvogel – No, Reid – No. 7/5 Did not pass.

Watershed Meeting

Councilmember Puvogel proposed a motion that staff present to us at the next meeting their plan for how we will have a more complete agendas, including packet, publicly available the business day before the meeting. Councilmember Pauley supported. Passed by voice vote.

**SECOND PUBLIC
COMMENT**

Linda Webb – East Hoquiam
Road

Councilmember Smith scheduled the next Watershed Meeting for February 24, 2025, at 6:30 p.m. in the Council Chambers.

Linda spoke again on the topic of the Broadway Road conditions.

John Larson – 7th Street

John spoke on the topic of the Broadway Road conditions. John also spoke on the street vacating and thanks the Council.

Wiley Welcome – Broadway
Avenue

Wiley spoke on the cities budget. Wiley also spoke on the trains purpose for making so much noise.

ADJOURN

Councilmember Puvogel moved to adjourn the meeting at 8:53 p.m. and his motion was supported and passed by voice vote.

BEN WINKELMAN – Mayor

KAYLA NIELSEN – City Council Secretary