



# CITY OF HOQUIAM

December 8, 2025

## City Council Meeting Minutes

### **CALL TO ORDER**

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

### **ROLL CALL**

Those in attendance at the meeting were Mayor Winkelman and Councilmembers Anderson, Brooks (Arrived at 7:34PM), Gillis, Hinchon, Larsen, Nelson, Pauley, Puvogel, Reid, Smith and Thornton. Absent from Council Meeting was Councilmember Carlstrom.

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 amend the agenda to add Executive Session before Council Action/Discussion Section B (Officers Reports) for labor negotiations. Supported by Councilmember Gillis. Discussion was opened. Passed by voice vote.

### **COMMUNICATION**

WASPC/David Doll – Police Department Re-Accreditation

David Doll spoke on the Re-Accreditation of the Hoquiam Police Department.

### **COMMUNICATION**

Swearing in Officer Jeremy Grove, Officer Damon Gardner, and PSO Ryan Spencer

Mayor Winkelman swore in PSO Ryan Spencer. Mayor Winkelman swore in Officer Damon Gardner & Officer Jeremy Grove.

### **PUBLIC HEARING**

Zoning Regulations regarding the citing of marijuana growing business

Councilmember Puvogel moved to open the Public Hearing. Councilmember Smith supported. Passed by voice vote.

Discussion was opened. No comment from the public.

Councilmember Puvogel moved to close the Public Hearing. Councilmember Hinchon supported. Passed by voice vote.



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## **PUBLIC HEARING**

ADA Transition Plan

Councilmember Puvogel moved to open the Public Hearing. Councilmember Anderson supported. Passed by voice vote.

Mr. Shay spoke on the topic. No comment from the public.

Councilmember Puvogel moved to close the Public Hearing. Councilmember Pauley supported. Passed by voice vote.

## **PUBLIC COMMENT**

Paul McMillian – M Street

Spoke on the lighting program, coin hunt, and Christmas decorations within the city.

## **CONSENT AGENDA**

Council Minutes of  
November 10, 2025

Councilmember Puvogel moved to approve Council Minutes of November 10, 2025. His motion was seconded by Councilmember Pauley and passed by voice vote.

Release of Retainage –  
Rognlins – Safe Routes to  
School

Councilmember Puvogel moved to approve the request for Release of Retainage to Rognlins for Safe Routes to School. His motion was seconded by Councilmember Pauley and passed by voice vote.

DNR – Amendment No 3 –  
Forestland Response  
Agreement

Councilmember Puvogel moved to approve the Amendment for Forestland Response Agreement. His motion was seconded by Councilmember Pauley and passed by voice vote.

Claims and Payroll

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

## **COUNCIL ACTION/DISCUSSION**

### **Committee Reports**

Planning Commission –  
Transition Housing Report

Ms. Schmid read the Planning Commission's Report on Transition Housing.



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### **EXECUTIVE SESSION**

Labor Negotiations

Councilmember Puvogel moved to accept the report and was seconded by Councilmember Anderson. Discussion followed and was passed by voice vote.

Council meeting adjourned by Councilmember Puvogel at 7:34 p.m. Supported and passed by voice vote. Will reconvene at 7:45 p.m.

Council came back to order in Regular session at 7:46 p.m.

### **Officers Reports**

AFSCME MOU – Salary  
Market Adjustment to  
Implement Wage Study

Staff recommend that the Council approve the signing of the attached MOU and the implementation of the market adjustments through the 2026 and 2027 salary ordinances.

Councilmember Puvogel moved to approve this MOU. His motion was seconded by Councilmember Nelson. Discussion was opened. Passed by voice vote.

Purchase of Fire Alarm  
System for Timberland  
Library

This Officers Report was amended – NOT a L&I Grant as originally stated on the agenda.

Staff recommend that the Council approve the upgrade bid from Securitas Technology. This bid is for the Fire Alarm System for the Hoquiam Timberland Library. The total price with sales tax is \$28,529.29.

Councilmember Puvogel moved to approve this bid with the amendment. His motion was seconded by Councilmember Pauley. Discussion was opened. Passed by voice vote.

Purchase of Firefighting  
Gear- Curtis Tools for  
Heroes

Staff recommend that the Council approve the gear purchase. This purchase is from Curtis Tools for Heroes; this is reimbursed by the Washington State L&I Firefighter Injury and Illness Reduction Program. The total price with sales tax is \$25,402.18.

Councilmember Brooks moved to approve this purchase. His motion was seconded by Councilmember Nelson. Discussion was opened. Passed by voice vote.



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### **Mayors Reports**

Christmas Decorations

Let the Mayor know if you find any decorated houses. The Winkelman Family will be driving around soon to vote on best decorated house.

Beautification Team

The Beautification Team did a lot before the weather hit.

Sandbags

Sand and bags are in the back of the shop area by the DOL. There is a gate, but you can still access the sand. This will be to fill your own bag.

Happy Holidays

Happy Holidays and be safe!

Mary Thornton

Thank you, Mary Thornton, for your service on the Council.

### **Council Reports**

Councilmember Puvogel

Councilmember Puvogel spoke on the Donney Brook event on November 27th. It was a success, Hoquiam won, Lots of balloons, and a great clean up!

Councilmember Gillis

Councilmember Gillis spoke on the Ho Ho Run – was a success.

Councilmember Gillis

Councilmember Gillis spoke on the 250 America the Beautiful Event – Pushrods, Riverfest, Fireworks, Laser Show, Next meeting January 8<sup>th</sup> at 4pm in the Mayor Office.

Councilmember Thornton

Councilmember Thornton spoke on the Poulson Museum – The museum will be open on July 4<sup>th</sup>.

Councilmember Larsen

Councilmember Larsen spoke on the stripping to be done on Adams and Poulson.

Councilmember Pauley

Councilmember Pauley spoke on the COG – Transit approved free transit again for 2026.

Councilmember Pauley

Councilmember Pauley spoke on Football – Was a success!

Councilmember Brooks

Councilmember Brooks spoke on the 911 Committee Report – This was his last session.



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Councilmember Smith

Councilmember Smith spoke on the Parade of Lights – This will be on December 20<sup>th</sup>.

Councilmember Smith

Councilmember Smith spoke on the monthly statistical report – Well done by the Police Department.

Councilmember Smith

Councilmember Smith spoke about Levee Street – This road has gotten bumpy again.

### LEGAL BUSINESS

#### Ordinances

2026 Salary Ordinance

An Ordinance fixing the compensation of all employees of the City of Hoquiam from and after January 1, 2026; and repealing Ordinance No. 2024-12. Councilmember Puvogel moved to adopt the Ordinance, and his motion was seconded by Councilmember Pauley. A discussion followed. Ms. Schmid read the Ordinance by title a second time after which the following vote took place: Nelson, yes; Pauley, yes; Puvogel, yes; Reid, yes; Smith, no; Thornton, yes; Anderson, yes; Brooks, yes; Carlstrom, Absent; Gillis, yes; Hinchin, no; Larsen, yes. This Ordinance passed by 9/2.

Zone Code – Marijuana business location requirements

An Ordinance relating to zoning; amending Section 10.05.077 of the Hoquiam Municipal Code. Councilmember Brooks moved to adopt the Ordinance, and his motion was seconded by Councilmember Smith. A discussion followed. Ms. Schmid read the Ordinance by title a second time after which the following vote took place: Nelson, yes; Pauley, yes; Puvogel, no; Reid, yes; Smith, yes; Thornton, no; Anderson, yes; Brooks, yes; Carlstrom, Absent; Gillis, no; Hinchin, yes; Larsen, yes. This Ordinance passed by 8/3.

#### Resolutions

Surplus – Fire Department

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 Brooks moved to adopt the Resolution, and his motion was seconded by Councilmember Reid. It was passed by voice vote.

#### Other Legal



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Public Defense Contract  
with Sound Defenders –  
Sean Taschner

This contract with Sound Defenders is for the years 2026 and 2027. Councilmember Puvogel moved to approve this contract. Councilmember Pauley seconded. Discussion was opened and it was passed by voice vote.

Public Defense Contract  
with Geoff Arnold

This contract with Geoff Arnold is for the year 2026. Councilmember Puvogel moved to approve this contract, Councilmember Hinchey seconded. Discussion was opened and it was passed by voice vote.

Washington State Patrol  
Contract No. K22063 –  
Fire Marshal Contract for  
2026

This contract is with WSP for the Fire Marshal Contract for 2026. Councilmember Puvogel moved to approve this contract, Councilmember Pauley seconded. Discussion was opened and it was passed by voice vote.

HDR – NSL Amendment 4 –  
Real Estate

This amendment with HDR was approved by Councilmember Brooks and seconded by Councilmember Nelson. Discussion was opened and passed by voice vote.

HDR – NSL Amendment 3  
– Permitting Geo-technical  
engineering, Phase 2  
Environmental

This amendment with HDR was approved by Councilmember Puvogel and seconded by Councilmember Pauley. Then passed by voice vote.

HDR – K Street Pump  
Station Amendment 1

This amendment with HDR was approved by Councilmember Puvogel and seconded by Councilmember Pauley. Discussion was opened and passed by voice vote.

HDR – NSLW  
Amendment 3 – Services  
during construction of  
NSLW

This amendment with HDR was approved by Councilmember Brooks and seconded by Councilmember Nelson. Discussion was opened and passed by voice vote.

DNR – Seedling Contract  
16748

This contract with DNR was approved by Councilmember Brooks and seconded by Councilmember Smith. Discussion was opened and passed by voice vote.

DNR – Seedling Contract  
17306

This contract with DNR was approved by Councilmember Brooks and seconded by Councilmember Smith. Discussion was opened and passed by voice vote.



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Dahlstrom Lease

This contract with Dahlstrom and Alta was approved by Councilmember Brooks and seconded by Councilmember Nelson. Discussion was opened and passed by voice vote.

Medicalistics – Electronic health records system

This contract with Medicalistics was approved by Councilmember Puvogel and seconded by Councilmember Smith. Discussion was opened and passed by voice vote.

Teamsters MOU – Police Lieutenant

This contract with Teamsters was approved by Councilmember Puvogel and seconded by Councilmember Nelson. Discussion was opened and passed by voice vote.

### **OLD BUSINESS**

Stripping

Councilmember Reid spoke on the stripping in front of the fairway grocery. The sign is done, now waiting on DOT to do the stripping.

### **NEW BUSINESS**

Public Hearing – Transitional Housing

Councilmember Puvogel moved to schedule a Public Hearing on January 12, 2026, at 7PM in the Council Chambers to discuss Transitional Housing. This was supported and passed by voice vote.

Levee Street

Councilmember Puvogel moved to authorize the closure of Levee Street. This was supported by Councilmember Smith. Discussion was opened to close the road on December 9, 2025, until further notice. This was passed by voice vote.

Councilmember Absences

Councilmember Puvogel moved to excuse the absence of Councilmember Carlstrom. Councilmember Anderson seconded and passed by voice vote.

Public Safety Committee

Councilmember Reid scheduled a Public Safety Meeting on January 12<sup>th</sup>, 2026, at 6PM in the Council Chambers.

Regulatory Meeting

Councilmember Pauley wanted to remind everyone that the Regulatory Meeting will be going back to the second meeting of the month starting in January.

### **SECOND PUBLIC COMMENT**



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Todd Ship

**ADJOURN**

Spoke on the Dahlstrom/Alta Lease.

Councilmember Puvogel moved to adjourn the meeting at 8:57 p.m. and his motion was seconded by Councilmember Pauley and passed by voice vote.

A handwritten signature in blue ink, appearing to read "B Winkelman", written over a horizontal line.

BEN WINKELMAN – Mayor

A handwritten signature in blue ink, appearing to read "Kayla Nielsen", written over a horizontal line.

KAYLA NIELSEN – City Council Secretary