

**CITY OF HOQUIAM  
Council Meeting Minutes**

**June 9, 2008**

**CALL TO ORDER**

Mayor Durney called the meeting to order at 7:30 p.m. Councilmember Stone led the flag salute.

**ROLL CALL**

Those in attendance were Mayor Durney and Councilmembers Grimnes, Grun, Haugen, Houchens, McMillan, Moir, Pellegrini, Stone, and Winkelman. Absent from the Council meeting were Councilmembers Dickhoff, Hyde and Streifel.

Staff in attendance were Fire Chief Ray Pumphrey, Police Chief Jeff Myers, City Attorney Steve Johnson, City Librarian Mary Thornton, City Administrator Brian Shay, Finance Director Mike Folkers, and Council Secretary Tracy Wood.

**COMMUNICATIONS**

**Swearing In of New Police Officer**

Mayor Durney swore in the City's new Patrol Officer, Officer Jarod Figg.

**Executive Session – Labor Negotiations**

Mayor Durney announced that the Council will hold an executive session at the end of the meeting to discuss Labor Negotiations, after which the Council may take action.

**City of Hoquiam Scrapbook**

Mrs. Heirholzer, and her third class from Lincoln School made a presentation to the City on a scrapbook that they have put together on the City of Hoquiam. She introduced the community volunteers who have helped with the project. They completed this project through a grant they received from Twin Star Credit Union. The Mayor thanked them for all of their hard work. The class completed two copies of the scrapbook and presented one to Polson Museum and one to the Hoquiam Library.

**Walking Tour of Hoquiam and Installation of Fiber Optic Wiring During Sidewalk Projects**

Mr. Mark Paulson, owner of the Pond Place in Hoquiam, works with the Hoquiam Business Association and has been working on several ideas. He spoke briefly concerning the opportunity for the City to install fiber optic conduit when we redo the sidewalks downtown. The first provider who puts the conduit in is the owner of the conduit and if the city installs the conduit then it would be publicly owned. He is also currently working on a walking map of the Hoquiam area. He has included GPS locations on the maps and hopes to have them completed by the dedication of the depot. He referenced an article in the Daily World from last month regarding the City

of Aberdeen's wooden money. The City of Hoquiam could do something like "saw bucks" which could be given out to those shopping in town. They could be used throughout town at various merchants.

## **PUBLIC HEARINGS**

### **6-Year TIP**

Mayor Durney entertained a motion to open the public hearing on the 6-Year TIP; Councilmember McMillan moved to open the hearing at 7:45 p.m. and the motion was seconded and passed by voice vote. Mr. Shay explained that the 6-Year TIP is done by all cities and the Ports throughout the State. This is considered a "wish" list for all projects that we would like to do if we had funding. Any project that receives federal funds from DOT must be included on the 6-Year TIP. He reviewed some of the changes that were made to the plan for this year. Hearing no public comment, the hearing was closed by a motion made by Councilmember McMillan at 7:49 p.m. The motion was seconded and passed by voice vote.

### **Amendment to Shorelines Code**

Mayor Durney entertained a motion to open the public hearing on an Amendment to the Shorelines Code. Councilmember McMillan moved to open the hearing at 7:49 p.m. The motion was seconded and passed by voice vote. Mr. Shay explained that this is raising the permit threshold from \$1,000 to \$5,000 to assist private landowners, etc., who are doing small projects on their property. Hearing no public comment, Councilmember McMillan moved to close the hearing at 7:50 p.m. The motion was seconded and passed by voice vote.

### **Water Use Efficiency Rules**

Councilmember McMillan moved to open the public hearing on the Water Use Efficiency Rules at 7:50 p.m. The motion was seconded and passed by voice vote. Mr. Andrew Graham, representing HDR Engineering was in attendance at the meeting to make a presentation to the Council on the Proposed Water Use Efficiency Goals. The first performance report is required to be submitted to the Department of Health by July 2008. Mr. Graham spoke regarding the areas selected by the City. They are meters, data collection, distribution system leakage, conservation goals, conservation program, demand forecast and the required performance reports. HDR will also include the reduction of peak day demand of the potable water system by 25,000 gpd by the end of 2011 and reduction of

distribution losses below 12% by the end of 2011 and 10% by the end of 2015. The State requirement is 10% loss or the City must submit an action plan.

The city will focus on the single family section for conservation information, the city could provide residential kits with simple water-saving devices, and education programs in the schools by using AmeriCorps volunteers. Initial actions in Multi-family sector will be to communicate with commercial water customers and look at water loss data and evaluating that data. Staff time will be required to plan and administer the program, to improve required data and there will be an initial cost to the City to purchase the conservation equipment, improve metering, etc. Time will be needed to actually see the water savings accumulate. The cost would be approximately \$10,000 to \$30,000 over the 3-year timeframe. Cost for the kits would be approximately \$10.00 each.

Mr. Andrews answered questions for the Council and the public. Mr. Mark Paulson, owner of the Pond Place asked that the Council support this project. Mr. Don Hurd, 204 K Street, asked if a city has more than an adequate supply of water do they still need to have a conservation plan. Mr. Andrews stated that the state would require a good explanation as to why they are not completing the plan and would decide from that whether the goals were sufficient. Mr. Hurd also encouraged the Council to look at the transmission line. Mr. Dave Forbes, 2216 Aberdeen Avenue, stated that he believes we have a great conservation system in place now with the meters and we have a great water department who are on the ball. He does not agree that we need to conserve – the supply in our town should be more than sufficient. He does not agree that the City should provide conservation kits or use the AmeriCorps for education in the schools. Mr. Scott Weyer, J&S Homes, stated that just because the PUD might have done a conservation program in the past, doesn't mean that the City shouldn't do it again. Many of the items provided in the past might have left with the previous tenants. Councilmember McMillan moved to close the hearing at 8:24 p.m. The motion was seconded and passed by voice vote.

**CONSENT AGENDA**

Councilmember McMillan moved to approve consent agenda items a through d as presented. The motion was seconded. Those items appearing on the Consent Agenda were as follows:

- The City Council minutes of May 12, 2008;
- The Regulatory Committee report recommending approval and payment of claim check numbers 63644 through 63886 in the amount of \$477,075.94;
- The first quarter Financial Report for the year 2008;
- A request for a progress payment to Lewis/Cutler Construction for work completed on the Train Station in the amount of \$42,597.51.

The motion for approval of the Consent Agenda passed by voice vote.

**COMMITTEE REPORTS**

**Public Utilities**

**Solid Waste Amendments**

The Public Utilities Committee made a recommendation that the Council adopt the Ordinance proposed by the City Administrator and drafted by the City Attorney which revises Hoquiam Municipal Code Chapter 3.20 by amending Section 3.20.065 to clarify that it is a misdemeanor for a residential, industrial or commercial property owner to discontinue garbage collection services by failing to pay for the services, and by amending Section 3.20.150 to allow the garbage collection to discontinue services to industrial or commercial customers who become thirty-days past due in their accounts. Councilmember Moir moved for approval of this committee report. The motion was seconded. Councilmember Winkelman asked to be excused from voting on this issue due to a possible conflict of interest. The motion passed by voice vote with Councilmember Winkelman abstaining from the vote.

**Whisler Communications**

The Public Utilities Committee made a recommendation that the lease with Whisler Communications be extended for three additional years at a cost of \$450 per year. Councilmember McMillan moved for adoption of the report. The motion was seconded and passed by voice vote.

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**North Fork – Little  
Hoquiam Dam Removal**

The Public Utilities Committee made a recommendation that the Mayor be authorized to sign an agreement with HDR Engineering for the design, permitting and contract management of the above project in accordance with the attached scope and budget for a total of \$276,000. The motion was seconded. Councilmember McMillan asked that the words “not to exceed” be added to the recommendation. The motion was seconded and passed. Mr. Shay explained that the City did receive a grant to assist with this project and that there is also funding set aside in the budget for this project. A brief discussion followed after which the motion as amended passed by voice vote.

**Regulatory Committee  
Ambulance Cancellation  
Fee**

The Regulatory Committee made a recommendation that the City institute a fee for cancelled ambulance calls for transfers. The fee should be established to cover the costs of the personnel involved. Councilmember McMillan moved for approval of the report. The motion was seconded. Councilmember Grun asked if there were a number of these calls cancelled. Councilmember McMillan stated that we call people in to do transfers and then the call is cancelled after we have already called staff in. Staff are being paid a minimum of two-hours overtime for call-backs. The motion to approve the committee report passed by voice vote.

**Architectural and Planning  
Services – Gable Park**

The Regulatory Committee made a recommendation that the city hire Street, Lundgren and Foster to provide architectural and planning services for the Gable Park grant, not to exceed \$5,000. Councilmember McMillan moved to approve the report. The motion was seconded. Mr. Shay provided some background information on the grant. He also discussed possible funding for the city match. The motion for approval passed by voice vote.

**Substantial Development  
Permits and Shoreline  
Exemption Fees**

The Regulatory Committee made a recommendation that the City adopt substantial development permits and a shoreline exemption fee. Councilmember McMillan moved to approve the report. The motion was seconded and following a brief discussion, the motion passed by voice vote.

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**Surplus of Property**

The Regulatory Committee made a recommendation that the city surplus properties and solicit offers from a realtor for the following city owned properties. They further recommended that all offers received for the properties will include a specific property development proposal with a timeline for construction. The properties recommended were:

1112 Washington  
410 6<sup>th</sup>  
721 Simpson  
1355 5<sup>th</sup> St.

Vacant lots between Prospect and Wheeler  
Vacant land west of John Gable Park

Councilmember McMillan moved for approval of the report, the motion was seconded and passed by voice vote.

**Historic Preservation  
Committee -  
Recommendation to add  
property to Historic  
Register**

The Historic Preservation Committee made a recommendation that Council approve the application to list 711 7<sup>th</sup> Street on the Hoquiam Register of Historic Places. Councilmember Moir moved for adoption of this recommendation. The motion was seconded and following a brief discussion, the motion for approval passed by voice vote.

**Planning Commission –  
Comprehensive Plan**

The Planning Commission made a recommendation that Council approve the Comprehensive Plan as proposed. Councilmember McMillan moved to hold a workshop on July 21, 2008, to review the draft comprehensive plan. The workshop will start at 7:00 p.m. The motion was seconded and passed by voice vote.

**OFFICER REPORTS  
Courtesy Homes  
Subdivision Application  
Public Hearing**

Staff requested that Council set a Public Hearing on the application submitted by Courtesy Homes on a proposed subdivision for June 24, 2008, at 7:30 p.m. Councilmember McMillan moved to set the hearing for June 24<sup>th</sup> at 7:30 p.m. The motion was seconded and passed by voice vote.

**Award of Timber Sales**

Staff requested that Council award bids to the highest bidders on Timber Sales 08-02 and 08-04 as presented. Three bids

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were received on 08-02 from Sierra Pacific, Quinault Timber and Seattle Snohomish. The high bidder was Seattle Snohomish at \$184.50 per MBF. One bid was received for timber sale 08-04 from Sierra Pacific in the amount of \$134.03 per MBF. Councilmember Moir moved to approve the award of bids to the high bidders as listed. The motion was seconded. Mr. Hurd answered questions regarding how many more sales there might be due to the storm. He stated that he is currently working on another one and also discussed the prices and the difference in the quality of wood between the last sales and these. The motion for approval passed by voice vote.

**On Track Art Auction and  
Community Garden  
Dedication**

Mayor Durney reported that the On Track Art Festival Auction was held this past weekend. It was very successful and he thanked Tracy Wood for her work on this. He also reported that there were approximately 40 people in attendance at the Community Garden dedication on Sunday.

**Occasional Quotes on  
Agenda**

Mayor touched briefly on the quote at the top of the agenda. He stated that he will be putting occasional quotes on future agenda's as he finds them.

**LEGAL BUSINESS**

**Ordinances**

**Solid Waste Disposal**

An Ordinance relating to garbage disposal and sanitation services; amending Section 3.20.065 of the Hoquiam Municipal Code. Councilmember McMillan moved for adoption of the ordinance and the motion was seconded. Councilmember Winkelman asked to be excused from voting on the ordinance due to a possible conflict. After the second reading, the Ordinance passed by a vote of 8 to 0, with Councilmember Winkelman abstaining from the vote.

**Salary Ordinance**

Councilmember McMillan moved to table the Salary Ordinance until after the executive session which will be held at the end of the meeting. The motion was seconded and passed by voice vote.

**Resolutions**

**Declaring Surplus Property**

A Resolution declaring certain personal property owned by the City to be surplus items pursuant to Hoquiam Municipal Code Section 1.64.005, 1.64.010 and 1.64.020. Councilmember

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McMillan moved for approval of the resolution. The motion was seconded and passed by voice vote.

**Adopting 6-Year TIP for  
2009-2014**

A Resolution adopting the comprehensive street program prepared by the City Administrator pursuant to RCW 35.77. Councilmember McMillan moved for the adoption of this resolution and the motion was seconded and passed by voice vote.

**OTHER LEGAL**

**Interlocal Agreement**

An Interlocal Agreement between the City of Hoquiam and City of Aberdeen for use of equipment, vehicles and other personal property which are used in their respective public works and parks and recreation departments. Councilmember McMillan moved for adoption of the agreement and to authorize the Mayor to sign. The motion was seconded and passed by voice vote.

**Hometown Sanitation  
Addendum**

An Addendum to the contract for sanitation services between the City of Hoquiam and Hometown Sanitation. This addendum extends the current contract for one more commencing on June 1, 2008 through May 31, 2009. Councilmember McMillan moved for adoption of the addendum and the motion was seconded. Mr. Patrick Byron, co-owner and representative of Hometown Sanitation. Spoke briefly regarding the recycling program. This addendum will provide for recycling rates to the customers to be extended at the current rate for one more year. The motion passed by voice vote.

**NEW BUSINESS**

**Tug Boat on River**

Councilmember Grimnes asked the status of removal of the tug boat located on the river. Mr. Shay provided background information to the Council regarding current discussions and work with the State on derelict vessels. A lengthy discussion was held concerning other vessels that are also being included on this list.

**Fireworks Ordinance**

Councilmember Haugen asked that the fireworks ordinance be referred to the Public Safety and Law committee to specifically review the days that fireworks are allowed and types of fireworks that will be allowed in the City

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**Excuse Absent Members** Councilmember McMillan moved to excuse the absent members. The motion was seconded and passed by voice vote.

**OLD BUSINESS**

**City Vehicles** Councilmember Winkelman spoke regarding a letter that he received in his mailbox regarding the Public Works Crews being allowed to take city vehicles home. Mr. Shay stated that the members of the crews do not take home city vehicles. The Water and Street/Sewer Foreman are allowed to take vehicles home due to equipment that might be necessary in case of an emergency. Fire Chief, Police Chief, detectives and Assistant Fire Chief are also allowed to take a city vehicle home in case they are needed to respond to an emergency.

**Recess before Executive Session** Council moved to take a five-minutes recess 9:18 p.m. after which they will adjourn to executive session for approximately 15 minutes to discuss labor negotiations.

**LEGAL BUSINESS**

**IAFF Agreement** Council reconvened in regular session at 9:35 p.m. Councilmember McMillan moved to approve the contract with IAFF and to authorize the Mayor to sign. The motion was seconded and passed by voice vote.

**ORDINANCES**

**Salary Ordinance** Councilmember McMillan moved to bring the Salary Ordinance off the table. The motion was seconded and passed by voice vote. An Ordinance fixing the compensation of the officers and employees of the City of Hoquiam from and after January 1, 2008; and repealing Ordinance 08-06. Councilmember McMillan moved to approve the Ordinance. The motion was seconded and following its second reading, passed by unanimous roll call vote.

**ADJOURNMENT**

Councilmember Pellegrini moved to adjourn the meeting at 9:42 p.m. The motion was seconded and passed by voice vote.

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JACK DURNEY – MAYOR

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TRACY WOOD, CMC – Council Secretary

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