

City of Forks
Council Meeting Minutes Regular Session
City Council Chambers
November 10, 2014

CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Mayor Monohon called the meeting to order at 7:30 p.m. Police Administrator Bart led the Pledge of Allegiance.

ROLL CALL

Council members present: Breidenbach, Brager, Hinchey, Hillcar, Weissenfels and Mayor Monohon. Staff present: Grafstrom, Clerk/Treasurer, Fleck, Attorney/Planner, Bart, Police Administrator and Zellar, Public Works Director.

MODIFICATIONS/APPROVAL OF AGENDA

Motion to approve the agenda as presented by Weissenfels, second Breidenbach, motion carried.

PUBLIC COMMENTS

Bob Kratzer distributed information to Council regarding his qualifications to serve on the Washington Department of Fish and Wildlife Steelhead/Cutthroat Policy Advisory Group. He has requested a letter of support from the City.

Bruce Guckenberg invited the Mayor and Council to attend the Christmas tree lighting ceremony after the Twinkle Light Parade on December 6th.

Chamber of Commerce Executive Director Lissy Andros thanked those who attended the Wine & Cheese fundraiser on November 8th. Those recognized were: Dahlgren Logging, Business of the Year; Dean Hurn, Volunteer of the Year; and Edith Henry, Citizen of the Year.

ACTION ITEMS

1. Motion to approve the minutes of the Regular Meeting held October 27, 2014 by Hinchey, second Brager, motion carried.

2. Motion to approve the manual claim check number 102814 for \$36.00, claim checks numbered 31045 to 31067 for \$54,020.15; and payroll checks numbered 31068 to 31098 for \$67,537.66 by Brager, second Hinchey, motion carried.

3. 2015 Budget Hearing

Mayor Monohon opened the 2015 Budget Hearing. Lissy Andros asked if the budget includes any funding for a potential dog park. Public Works Director Zellar stated that there is no funding earmarked for a dog park. Mayor Monohon closed the 2015 Budget Hearing.

4. Revenue Sources/Property Tax Hearing & Property Tax Resolution

Clerk/Treasurer Grafstrom read the expected 2015 revenues by category. Mayor Monohon opened the Revenue Sources/Property Tax Hearing. There were no public comments. Mayor Monohon closed the Revenue Sources/Property Tax Hearing.

Clerk/Treasurer Grafstrom explained that a 1% increase is an increase on the amount of property tax levied last year, which would amount to \$3,362.87.

Motion to table Resolution #438 regarding the 2015 regular property tax levy until November 24, 2014 by Breidenbach, second Hillcar, motion carried 4-1 with Hinchon voting against.

5. Coho Smolt Partnership with Washington Department of Fish & Wildlife (WDFW)

Attorney/Planner Fleck reviewed discussions that have occurred with WDFW, the Quileute Tribe, the Port of Port Angeles and Bob Kratzer of the North Olympic Sport Fishing Coalition regarding funding possibilities for raising an additional 100,000 coho smolt. All parties involved have agreed to split the cost of \$20,000 to WDFW.

Motion to authorize the City to be a paying partner, utilizing Lodging Tax Funds in an amount not to exceed \$7,000, in the effort to fund the raising of an additional 100,000 coho smolt by WDFW by Brager, second Hinchon, motion carried 4-1 with Breidenbach against.

6. Ordinance #611 Amendment to FMC Chapter 2.80 Small Works Roster

Clerk/Treasurer Grafstrom explained that the proposed code revision would allow the City to utilize the small works and consultant roster systems administered by Municipal Research and Services Center (MRSC). Local contractors can register for free online through MRSC, who then verifies the contractor information. The annual fee to the City would be \$120. If the amendment is approved, a resolution approving the City's participation would be brought to Council on November 24th.

Motion to approve Ordinance #611 amending Forks Municipal Code Chapter 2.80 Small Works Roster by Hillcar, second Breidenbach, motion carried.

7. CDBG Program Income for Rainforest Arts Center (RAC)

Attorney/Planner Fleck explained that finishing of the retail space in the RAC was authorized, which is utilizing contingency funds. A housing rehabilitation program that occurred in the early 1990's has generated program income through repayments from participants. This program was administered by OlyCAP. The loan repayment proceeds have been used in the past for projects such as the community center and the adult day treatment center. Attorney/Planner Fleck is proposing that these funds be allocated toward the Rainforest Arts Center project.

Motion to approve use of CDBG Program Income as additional funding for the Rainforest Arts Center facility by Brager, second Breidenbach, motion carried 4-1 with Hillcar against.

8. Public Hearing for Creation of Animal Collectors Licensing Requirement within Forks Animal Code Chapter 6.05

Attorney/Planner Fleck reviewed the latest revisions to the draft code due to comments from Council and community members. Mayor Monohon opened the public hearing.

Lissy Andros asked what the limit on the number of animals would be. She agreed with setting the limit at 10 animals.

Ken Lambert asked whether or not the ordinance addresses someone who feeds several feral cats. The opinion was that feeding feral cats would fall under “maintaining” or “provisioning of”, which is addressed in the ordinance.

Mayor Monohon closed the public hearing.

Council recommended a few additional wording changes, including to add “household” to the definition of “owner” in order to prevent multiple owners at one residence.

Motion to present the Animal Collectors code for vote at the November 24, 2014 meeting by Breidenbach, second Hinchon, motion carried.

DISCUSSION ITEMS

1. PenCom Dispatch Services

Police Administrator Bart reported that in August 2013 the PenCom Advisory Board voted to increase the agency fees for 2014. The increased fee was not billed to agencies until October 1, 2014. He and the Mayor met with PenCom representatives on November 5th and discussed the poor service received by the community. Assurances were made to improve training and service, as well as upgrade equipment on the West End.

2. Council Member Reports

Council Member Breidenbach has been observing the progression of the sidewalk project on Maple Avenue. He requested that the Council packets be distributed earlier in the week to allow more time for review.

Council Member Brager would like to keep the suggestion of a dog park on the docket.

Council Member Hinchon attended the Olympic Peninsula Guides Association meeting last week. He also reported that Matt Murphy-Dickson has installed three disc golf goals at Tillicum Park.

Council Member Weissenfels has been asked by several people why work has stopped at the Rainforest Arts Center. It was explained that work has continued, mostly inside the building. The roof was also recently installed.

3. Staff Reports

Clerk/Treasurer Grafstrom reported that the State Auditor has scheduled a field visit for the first week in December.

Council Member Hillcar requested that information about the different health insurance products available from AWC be examined during the budget process. It was suggested to have either Nerissa Davis or a representative from AWC present a list of different plans offered.

Public Works Director Zellar reported on the status of the Maple Avenue project. He stated that curb and gutter was finished today. A meeting was held with the Department of Natural Resources regarding approximately 2.5 acres owned by them which is being used as a City ballfield. The DNR is working on a lease or purchase agreement for 2016. Also, he is looking for a 20' fir for the community Christmas tree. He stated that decorations will be going up on November 24th and that a real tree will be on display in the triangle with a lighting ceremony planned for December 6th.

Police Administrator Bart reported that the Police Foundation's haunted house was a great success. It has been rated fifth scariest in the state. A cadet recruiting fair was held today at the Intermediate School. Reports have been received of scam-artists going door-to-door selling household items. They should be reported to the Police Department. Officer Kempster completed his two-week equivalency training at the academy. A food drive will be held this Saturday in conjunction with the Boy Scouts.

Attorney/Planner Fleck facilitated the Rainforest Arts Center opening weekend planning meeting. The City has received several requests to use the facility for the coming year. The user agreement meeting has been postponed to December 10th.

4. Mayor's Report

Mayor Monohon will give a speech for Veteran's Day ceremonies tomorrow. He attended the Rainforest Arts Center opening weekend planning meeting. He also attended the Business After-Hours event at Forks Avenue Real Estate.

5. ADJOURNMENT

Motion to adjourn by Hillcar, second Weissenfels, motion carried. Meeting adjourned at 9:40 p.m.



Bryon Monohon, Mayor



Audrey Grafstrom
Clerk/Treasurer