City of Forks
Council Meeting Minutes Regular Session
City Council Chambers
November 24, 2014

CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Mayor Monohon called the meeting to order at 7:36 p.m. and led the Pledge of Allegiance.

ROLL CALL

Council members present: Breidenbach, Brager, Hinchen, 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

Clerk/Treasurer Grafstrom requested that a Landlord Consent Agreement Regarding Masco Petroleum, Inc. be added as action item #9.

Motion to approve the agenda with addition of the Landlord Consent Agreement as action item #9 by Brager, second Hillcar, motion carried.

PUBLIC COMMENTS

Chamber of Commerce Executive Director Lissy Andros reported that a press release has been published regarding Stephenie Meyer Day (SMD) 2015. The Chamber will coordinate the schedule for next year's event, which is the 10-year anniversary of the "Twilight" publication. The City of St. Helens, Oregon is also planning a SMD event on the same weekend in 2015.

ACTION ITEMS

1. Motion to approve the minutes of the Special Session and Regular Session held November 10, 2014 by Hinchen, second Weissenfels, motion carried.

2. Motion to approve the manual claim checks numbered 31099, 31100 and 6156 for $337,599.82, claim checks numbered 31101 to 31139 for $62,092.30 (31039 and 31137 were voided); and payroll checks numbered 31140 to 31157 for $114,037.22 by Brager, second Weissenfels, motion carried.

3. Motion to approve the October 2014 Treasurer's Report by Hillcar, second Brager, motion carried.

4. 2015 Budget Hearing

Mayor Monohon opened the 2015 Budget Hearing. There were no public comments. Mayor Monohon closed the 2015 Budget Hearing.

5. Resolution #438 Regarding 2015 Property Tax Levy
Council Member Hillcar distributed a spreadsheet listing the property tax rates for all the jurisdictions in Clallam County. Discussion ensued regarding the City's current tax rate, the impact of recent annexations and whether or not an increase could be designated for a particular use.

Motion to approve Resolution #438 with no increase in the 2015 regular property tax levy by Hinchen, second Hillcar, motion carried 4-1 with Brager voting against.

6. Resolution #439 Authorizing Use of Small Works and Consulting Services Rosters of Municipal Research & Services Center (MRSC)
Clerk/Treasurer Grafstrom stated that this resolution will allow the City to utilize the roster systems administered by MRSC.

Motion to approve Resolution #439 authorizing use of MRSC Rosters by Hinchen, second Weissenfels, motion carried.

7. Resolution #440 Establishing a Petty Cash Fund
Clerk/Treasurer Grafstrom explained that a petty cash fund has been in existence at the City for many years, but that no formal resolution or ordinance is on record to establish such a fund.

Motion to approve Resolution #440 establishing a petty cash fund by Hillcar, second Hinchen, motion carried.

8. Ordinance #612 Creation of Animal Collectors Licensing Requirement within Forks Animal Code Chapter 6.05
Attorney/Planner Fleck clarified notification requirements listed in the code.

Motion to approve Ordinance #612 creating an animal collectors licensing requirement by Breidenbach, second Hillcar, motion carried 4-1 with Weissenfels against.

9. Landlord Consent Agreement Regarding Masco Petroleum, Inc.
Clerk/Treasurer Grafstrom stated that Masco Petroleum, Inc. is in the process of refinancing debt. They have included their leasehold improvements and lease interest of the Industrial Park Lot 3 as security. Bank of America has requested that the City sign the Landlord Consent Agreement in order to include the lease as security.

Motion to authorize the Mayor and staff to sign the Landlord Consent Agreement regarding Masco Petroleum, Inc.'s lease of Industrial Park Lot 3 by Breidenbach, second Hillcar, motion carried.

DISCUSSION ITEMS

1. Council Member Reports

Council Member Breidenbach shared his idea of letting the people of Forks decide if they want more dog control or additional funds for the police department. He also reported observing many drivers running stop signs and several individuals going door-to-door selling food from vans.

Council Member Brager inquired about the gutter by the post office. Public Works Director Zellar will contact Rich Hsu.

Council Member Hinchen requested that the 4-way stop intersection in Sherwood Forest be patrolled when school busses are in the area.

Council Member Weissenfels attended the mandolin concert last Thursday and the Clallam Transit System board meeting last Monday.

2. Staff Reports

Public Works Director Zellar reported that Kim and Gordon Gracey donated a tree for the triangle. He also stated that he has been working with Tom Schindler, the Clallam County GIS technician to update 911 addresses.

Police Administrator Bart stated that he is coordinating active shooter drills for Quillayute Valley School District after the first of the year.

Attorney/Planner Fleck met with Gene Duvernoy, President of Forterra to coordinate a meeting on December 3rd to begin a discussion with members of the environmental community and others about cross-laminated timber products. He also met with Senator Hargrove and discussed DNR arrearage. He distributed information to Council regarding the Small Business Enterprise Competition by the Nature Conservancy.

3. Mayor's Report

Mayor Monohon attended Clallam Transit System and Board of Health meetings last week. CTS is finishing union negotiations. The BOH has been discussing ebola and the use of narcan for heroin overdose.

4. ADJOURNMENT

Motion to adjourn by Hinchen, second Weissenfels, motion carried. Meeting adjourned at 9:04 p.m.

Bryon Monohon, Mayor

Audrey Grafstrom
Clerk/Treasurer