

City of Forks
Council Meeting Minutes Regular Session
City Council Chambers
August 10, 2015

CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Mayor Monohon called the meeting to order at 7:31 p.m. and led the Pledge of Allegiance.

ROLL CALL

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

MODIFICATIONS/APPROVAL OF AGENDA

Motion to approve the agenda as presented by Brager, second Hillcar, motion carried.

PUBLIC COMMENTS

Lissy Andros, Chamber of Commerce Executive Director reported on upcoming events. This Thursday is a free movie night at the Rainforest Arts Center. Business After Hours will be August 20th at Fern Acres. On September 3rd the Olympic Peninsula Tourism Council will meet at the RAC. Forever Twilight in Forks is one month away. To date, 240 advance tickets have been sold.

ACTION ITEMS

1. Motion to approve the minutes of the Regular Meeting held July 27, 2015 by Hillcar, second Brager, motion carried.

2. Motion to approve the manual claim checks numbered 32048 and 32068 for \$315.00, payroll checks numbered 32046, 32047, 32049 to 32067 for \$110,522.43 and claim checks numbered 32069 to 32095 for \$70,323.22 by Hillcar, second Brager, motion carried.

3. Public Hearing Regarding Request to Vacate Easement for C Street NE for Lots 4 and 5 of Westerlund Short Plat

Attorney/Planner Fleck reported that he consulted with a land use attorney regarding the easement. The attorney explained that it is designated as a private road therefore the City has no interest in the easement.

Mayor Monohon opened the public hearing on the request to vacate the easement.

Lissy Andros, stated that she appreciated receiving this news from the City and she would appreciate the Council considering what staff has recommended.

Erin Queen said that the easement could still be a problem when the owner went to sell the property. A bank or title company would need something recorded stating that the easement is released by the City, which could be in the form of a quit claim deed.

Attorney/Planner Fleck reiterated that the City does not have an interest in the easement.

Jeff McGinley urged the City to officially take a written position on the issue. He also stated that the City would need to address access issues in the future if the adjoining fields were developed.

Mayor Monohon closed the public hearing.

Discussion ensued regarding whether or not meeting minutes could be recorded to satisfy the issue and whether or not it was the responsibility of the land owner to clear the title. There were also questions regarding access for future development in the area.

4. Appointment of Council Member to Fill Position 4 through December 31, 2015

Three letters of interest were submitted to fill the unexpired term of Kevin Hinchey. Each applicant was given a few minutes to address Council. The applicants were Linda McGinley, Tim Fletcher and Ed Losby.

Motion to appoint Tim Fletcher to Council Position 4 by Breidenbach, second Brager, 2-3 with Hillcar, Weissenfels and Monohon against, motion failed.

Motion to appoint Linda McGinley to Council Position 4 by Weissenfels, second Hillcar, 3-1 with Breidenbach against, motion carried.

5. Demolition of Class "C" Haul Building – Quillayute Airport Bid Award

Attorney/Planner Fleck reported that the project was solicited statewide through the MRSC small works roster system and one bid was received from K D & S Environmental, Inc. in the amount of \$64,660.50.

Motion to authorize the Mayor and staff to enter into a contract with K D & S Environmental, Inc. for the demolition of the Class "C" Haul Building at the Quillayute Airport for \$64,660.50 by Weissenfels, second Brager, motion carried.

6. Ground Water Assessment Consultant Award

A request was issued to environmental consultants for proposals to conduct a groundwater source feasibility study. Seven responses were received. Staff evaluated the proposals and recommends awarding a contract to Robinson Noble, Inc.

Motion to authorize the Mayor and staff to enter into a contract with Robinson Noble, Inc. for a groundwater source feasibility study by Hillcar, second Brager, motion carried.

DISCUSSION ITEMS

1. Code Review

Chapters 13.05 through 13.15 were reviewed.

2. Council Member Reports

Council Member Breidenbach attended the meeting on August 5th, which the City called to discuss current drought conditions. He appreciated the City coordinating the meeting.

Council Member Brager welcomed Linda McGinley to the Council.

Council Member McGinley thanked Council for the opportunity.

Council Member Hillcar just returned from Leavenworth and traveled many of the backroads, where the Forest Service had kiosks welcoming ATVs. He also reviewed brochure racks aimed at tourists and will discuss some observations with Lissy Andros.

Council Member Weissenfels traveled to Twin Falls, where many of the lawns were green. She also attended the Forks Community Hospital board meeting.

3. Staff Reports

Clerk/Treasurer Grafstrom stated that the budget process has started. Mayor Monohon announced that Grafstrom had recently received her Certified Municipal Clerk designation from the International Institute of Municipal Clerks.

Public Works Director Zellar reported that paving of Calawah Way would begin tomorrow. He announced that August 21st would be his last day with the City of Forks. He has taken a position with the City of Port Townsend, overseeing their roads and stormwater utilities. Council and the Mayor thanked him for his 29 years of service.

Police Administrator Bart reported on the recent burglary at the Forks Coffee Shop.

Attorney/Planner Fleck stated that preparations are under way for the State Supreme Court visit on September 9-10. He thanked Lissy Andros for adjusting her schedule at the Rainforest Arts Center. He stated that discussions continue with various agencies regarding cross-laminated timber. Other recent meetings and topics included telecommunications, the drought conditions, the entrepreneurial workshop and the Olympic Experimental State Forest with the DNR.

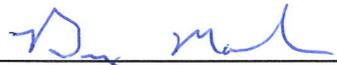
4. Mayor's Report

Mayor Monohon gave a speech at the entrepreneurial workshop. He spoke to the Board President of the Clallam County Economic Development Council and requested that they send a representative to the City. He also met with Judith Morris last week and attended the drought meeting.

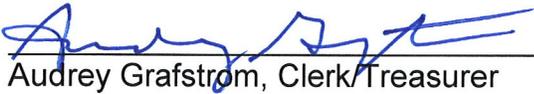
A letter from the Department of Ecology was acknowledged. DOE awarded the City of Forks Wastewater Treatment Plant an Outstanding Performance award for 2014 for achieving 100% compliance.

5. ADJOURNMENT

Motion to adjourn by Breidenbach, second Weissenfels, motion carried. Meeting adjourned at 9:15 p.m.



Bryon Monohon, Mayor



Audrey Grafstrom, Clerk/Treasurer