

City of Forks
Council Meeting Minutes Regular Session
City Council Chambers
January 25, 2016

CALL TO ORDER AND PLEDGE OF ALLEGIANCE

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

ROLL CALL

Council members present: Preston, Brager, Hillcar, Weissenfels and Mayor Monohon. [Council Position 4 is currently vacant.] Staff present: Grafstrom, Clerk/Treasurer, Fleck, Attorney/Planner, Bart, Police Administrator and Hampton, Public Works Director.

MODIFICATIONS/APPROVAL OF AGENDA

Mayor Monohon stated that an Executive Session is needed for approximately 20 minutes to discuss the status of union negotiations and the acquisition of real estate.

Motion to approve the agenda with the addition of Executive Session by Weissenfels, second Hillcar, motion carried.

PUBLIC COMMENTS

Bill Henderson, Maintenance Supervisor with Quillayute Valley School District (QVSD) updated Council on the status of the Youth Athletic Facilities Grant through the Washington State Recreation & Conservation Office (RCO). The QVSD Board has decided to move ahead with the field project and delay the stadium project until additional funding can be secured. QVSD has been working with City staff to write a subrecipient agreement. The RCO grant will also require a 25 year contract between the City and QVSD regarding field use.

Discussion ensued regarding the athletic field materials and design. Construction is expected to start May 1st and be complete by September 1st.

ACTION ITEMS

1. Motion to approve minutes of the Regular Meeting held January 11, 2016 by Brager, second Preston, motion carried.

2. Motion to approve the payroll checks numbered 32673 to 32690 for \$68,013.16; 13th period claim checks numbered 32691 to 32710 for \$59,122.51 and claim checks numbered 32711 to 32727 for \$15,957.79 by Weissenfels, second Brager, motion carried.

There was discussion regarding the expenditure to PST Investigations. The City has been using them to perform background checks for potential new hires. It was

suggested that City staff perform those duties as a cost saving measure. Council Member Hillcar felt that these services should remain with an outside firm.

Also, it was noted that the \$7,000 expenditure for signs is for two lighted school zone signs that will be placed on Spartan Avenue and maintained by the School District.

3. Motion to approve the December 2015 Treasurer's Report by Weissenfels, second Hillcar, motion carried.

4. Ordinance #620 2015 Budget Amendment

Clerk/Treasurer Grafstrom reviewed the ordinance which increases revenue and expenditures for the Airport/Industrial Park/RAC Fund by \$805,000 and the Quillayute Airport Fund by \$3,000.

Motion to approve Ordinance #620 2015 Budget Amendment for a total of \$808,000 by Brager, second Weissenfels, motion carried.

5. Clallam Transit System (CTS) Board Appointments

CTS Board appointments are needed for 2016. The 2015 appointees were Mayor Monohon and Council Member Weissenfels, with Council Member Breidenbach as the alternate.

Motion to appoint Council Members Weissenfels and Preston to the CTS Board with Mayor Monohon as the alternate by Hillcar, second Brager, motion carried.

6. Peninsula Regional Transportation Planning Organization (PRTPO) Appointments

The PRTPO has requested appointments from the City of Forks. Previous representatives were Council Member Breidenbach with former Public Works Director Zellar as the alternate.

Motion to appoint Council Member Hillcar to the PRTPO and Public Works Director Hampton as the alternate by Preston, second Brager, motion carried.

DISCUSSION ITEMS

1. Council Member Reports

Council Member Preston recently completed three of four FEMA Incident Command System courses for emergency management. He also job shadowed Public Works Director Hampton and toured utility operations, including the Wastewater Treatment Plant.

Council Member Brager stated the open house at Miller Tree Inn went well and raised over \$200 for the Food Bank. They were celebrating the 100th anniversary of the house.

Council Member Hillcar inquired about the status of the delinquent Transit Center rent for the Olympic National Park. Clerk/Treasurer Grafstrom stated that the Park is paying their current rental invoices, but the City has not received payment for 2014 rent in the amount of \$5,107. He also distributed information regarding the Children's Land Alliance Supporting Schools. CLASS is a non-profit corporation organized to provide information to educational leaders on the productive use of school trust lands and funds.

Council Member Weissenfels attended the Clallam Transit System meeting earlier today. She also accompanied the Missoula Children's Theater production last week for QVSD. She reported a request from Sherry Schaaf for the City to install a streetlight at the corner of 7th Avenue and K Street.

2. Staff Reports

Clerk/Treasurer Grafstrom reported that the LED streetlight conversion project has been going well and that public comment has been positive. She stated that George Helvey recently vacated hangar #9 and that Joe Soha will be leasing the hangar.

Public Works Director Hampton attended the PRTPO meeting last Thursday, which consisted of much discussion regarding the Olympic Discovery Trail. He stated that Kevin Brown with Gray & Osborne will be here this Thursday to discuss the water tank assessment report. Also, interviews for the Community Service Lead/General Laborer position will be held Wednesday.

Police Administrator Bart stated that the new street lights are good for patrols. They have been receiving a lot of drug complaints. Several officers are attending mandatory training. A car stolen from the Transit Center was found in Port Angeles by pinging a cell phone left in the vehicle.

Discussion followed regarding "synthetic marijuana" and the difficulties it poses for law enforcement.

Attorney/Planner Fleck reported on the Clallam County Trust Lands Advisory Committee. The committee is currently in a learning phase regarding DNR operations. He also reported that for the last three weeks in District Court they have seen more mental health cases than are usually seen in six months. Fleck stated that he has been meeting with Enterprise for Equity about a possible Community Development Block Grant application. He is discussing a Quillayute Airport lease for lightning sensor equipment and also planning a runway maintenance project in the fall.

3. Mayor's Report

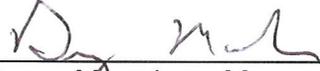
Mayor Monohon attended the Clallam Transit System meeting earlier today.

4. Executive Session was called at 8:55 p.m. until 9:15 p.m. to discuss the status of union negotiations and to consider the acquisition of real estate.

Mayor Monohon called the meeting back to order at 9:15 p.m. No action was taken.

5. ADJOURNMENT

Motion to adjourn by Hillcar, second Weissenfels, motion carried. Meeting adjourned at 9:16 p.m.



Bryon Monohon, Mayor



Audrey Grafstrom, Clerk/Treasurer