

City of Forks  
Council Meeting Minutes Regular Session  
City Council Chambers  
February 22, 2016

**CALL TO ORDER AND PLEDGE OF ALLEGIANCE**

Mayor Pro Tem Hillcar called the meeting to order at 7:30 p.m. Council Member Ayers led the Pledge of Allegiance.

**ROLL CALL**

Council members present: Preston, Brager, Ayers, Weissenfels and Mayor Pro Tem Hillcar. Absent: Mayor Monohon. Staff present: Grafstrom, Clerk/Treasurer, Fleck, Attorney/Planner, Bart, Police Administrator and Hampton, Public Works Director.

**MODIFICATIONS/APPROVAL OF AGENDA**

**Motion** to approve the agenda as presented by Preston, second Ayers, motion carried.

**PUBLIC COMMENTS**

Lissy Andros, Chamber of Commerce Executive Director reported that a crew from Olympic Corrections Center painted and remodeled the Visitor Information Center last week. She encouraged people to stop by and see the improvements. She stated that Forever Twilight in Forks weekend passes are now on sale. Also, the movie "Creed" will be shown at the next movie night March 17<sup>th</sup> and will be sponsored by Young Life.

**ACTION ITEMS**

**1. Motion** to approve minutes of the Regular Meeting held February 8, 2016 by Weissenfels, second Preston, motion carried.

**2. Motion** to approve the manual claim check number 32777 for \$75.00, payroll checks numbered 32778 to 32795 for \$67,787.52 and claim checks numbered 32796 to 32836 for \$176,456.18 by Brager, second Weissenfels, motion carried.

**3. Motion** to approve the January 2016 Treasurer's Report by Brager, second Ayers, motion carried.

**4. Recreation and Conservation Office (RCO) Youth Athletic Facilities (YAF) Grant Documents**

Attorney/Planner Fleck reviewed the Interlocal Agreement Associated with Spartan Field between Quillayute Valley School District (QVSD) and the City of Forks. The agreement is a requirement of the YAF grant for \$250,000. Several corrections and revisions were submitted by Council Members.

**Motion** to approve the revised Interlocal Agreement Associated with Spartan Field between QVSD and the City of Forks by Ayers, second Brager, motion carried.

Attorney/Planner Fleck then reviewed the Addendum to the Interlocal Agreement which outlines specific tasks and duties between the City and QVSD. The form was developed from previous subrecipient agreements. Council submitted additional revisions to the Addendum form.

**Motion** to approve the revised Addendum to Interlocal Agreement between QVSD and the City of Forks by Brager, second Preston, motion carried.

**5. Contract for GIS Services with Olympic Natural Resources Center (ONRC)**

A proposal for geographic information services from the ONRC was reviewed. The proposal includes a scope of work and budget of \$20,000.

**Motion** to approve the contract with ONRC for GIS services in 2016 not to exceed \$20,000 by Brager, second Preston, motion carried.

**DISCUSSION ITEMS**

**1. Council Member Reports**

**Council Member Preston** attended the Clallam Transit Board meeting today, which included discussion regarding minor bus schedule changes. He attended the Chamber of Commerce meeting for the Mayor's state of the City speech. He wrote a letter to the Forks Forum in response to discussion held after the speech, in which he offered practical advice on actions anyone can take to combat crime in our community.

**Council Member Brager** also attended the Chamber of Commerce meeting last Wednesday.

**Council Member Ayers** completed Open Government training and filed his personal financial affairs statement with the Public Disclosure Commission.

**Council Member Weissenfels** attended the Chamber of Commerce meeting and the Clallam Transit Board meeting. She inquired about the airport hangar that is collapsing. Clerk/Treasurer Grafstrom stated that staff is exploring demolition options.

**Council Member Hillcar** reported that he participated in the GOP caucus on Saturday and enjoyed the process that took place.

**2. Staff Reports**

**Clerk/Treasurer Grafstrom** stated that a new council member orientation will be scheduled for Council Members Preston and Ayers. Also, staff will begin planning a city facilities tour for the entire council to be held in May or June as a special meeting.

**Public Works Director Hampton** reported that he attended a Bicycle Advisory Committee meeting, the Peninsula Regional Transportation Planning Organization meeting and a webinar regarding Recreation and Conservation Office grants. Tomorrow he will attend the 2016 Water Regulations Workshop in Mount Vernon.

**Police Administrator Bart** reported that work has begun to combine Jefferson County and Clallam County dispatching services into one agency. It should result in a cost savings for users. He appreciated the photo and caption in the Forks Forum regarding proper ATV use on city streets. He also stated that IRS scam phone calls are still occurring.

**Attorney/Planner Fleck** stated that union negotiations were held February 18<sup>th</sup> and a contract may be presented at the March 14<sup>th</sup> Council meeting. He attended the Chamber of Commerce meeting, Natural Resource Tuesday and the Washington Marine Coast Advisory Council meeting. He also met with Mike Doherty and a representative from Tesla Motors regarding electric car charging stations.

### **3. Mayor's Report**

Mayor Monohon had an excused absence. No report was provided.

### **4. ADJOURNMENT**

**Motion** to adjourn by Ayers, second Weissenfels, motion carried. Meeting adjourned at 8:46 p.m.

  
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Bryon Monohon, Mayor

  
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Audrey Grafstrom, Clerk/Treasurer