

City of Forks  
Council Meeting Minutes Regular Session  
City Council Chambers  
March 14, 2016

**CALL TO ORDER AND PLEDGE OF ALLEGIANCE**

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

**ROLL CALL**

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

**MODIFICATIONS/APPROVAL OF AGENDA**

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

**PUBLIC COMMENTS**

Lissy Andros, Chamber of Commerce Executive Director reported that the movie "Creed" will be shown at the next movie night March 17<sup>th</sup> with concessions sponsored by Young Life. Planning is underway for Spruce-up Forks Day on April 9<sup>th</sup> from 9:00 to noon. Also, she expects to have the new Visitor Center signs installed in about a week with assistance from an Olympic Corrections Center work crew.

**ACTION ITEMS**

**1. Motion** to approve minutes of the Regular Meeting held February 22, 2016 by Brager, second Hillcar, motion carried.

**2. Motion** to approve the manual claim checks numbered 32837 and 022416 for \$4,986.56, payroll checks numbered 32838 to 32856 for \$105,286.58 and claim checks numbered 32857 to 32887 for \$18,623.74 by Weissenfels, second Ayers, motion carried.

**3. License Agreement with Vaisala Inc. for Placing Lightning Detection Equipment at the Quillayute Airport (UIL)**

Attorney/Planner Fleck reviewed the license agreement with Vaisala, Inc., a company which provides weather monitoring for industry use. They would be placing lightning detection equipment at UIL under an annually renewable license. This location affords them a greater range for lightning detection. The Federal Aviation Administration has issued a final determination stating they do not object to the construction proposal.

**Motion** to approve the license agreement with Vaisala, Inc. for placing lightning detection equipment at the Quillayute Airport by Ayers, second Weissenfels, motion carried.

**4. Collective Bargaining Agreements for Law Enforcement Officers and Corrections Officers (Local 589 International Brotherhood of Teamsters)**

Attorney/Planner Fleck presented both contracts for Forks Police Department employees. The contracts are for the period of January 1, 2016 to December 31, 2019. They include wage increases of less than one percent every six months beginning January 2017.

Discussion ensued regarding how to pay for the increases and the need for a formally stated plan. It was determined that proposals will be required for the 2017 budget for additional revenue, which may include new sources of revenue and/or expenditure reductions that may include a restructuring of the Police Department.

**Motion** to approve the Collective Bargaining Agreements for Law Enforcement Officers and Corrections Officers (Local 589 International Brotherhood of Teamsters) for January 1, 2016 to December 31, 2019 by Ayers, second Brager, motion carried.

**5. Acquisition of Former Forks Sand & Gravel Property**

Attorney/Planner Fleck submitted a memo outlining the history of discussions with Forks Sand & Gravel property owners over the last 19 years, along with information regarding studies and potential uses of the property. The property could be developed as a stormwater treatment site. Additionally, it has a well which could be used for municipal purposes.

**Motion** to authorize the Mayor and staff to enter into a purchase and sales agreement to acquire the two parcels and well located at the former Forks Sand & Gravel site and to execute all necessary paperwork required to complete the acquisition of this property by Hillcar, second Preston, motion carried.

**6. Youth Week Resolution #450**

Mayor Monohon presented the resolution which proclaims May 1-7, 2016 as Youth Week in the City of Forks. This is in conjunction with efforts of the Forks Elks Lodge to honor the youth in our community. Chuck Jennings of the Elks spoke to the resolution and the various youth activities coordinated by their organization.

**Motion** to approve Resolution #450 proclaiming May 1-7, 2016 as Youth Week in the City of Forks by Brager, second Ayers, motion carried.

**DISCUSSION ITEMS**

**1. Council Member Reports**

**Council Member Preston** attended a new council member orientation session presented by Attorney/Planner Fleck and Clerk/Treasurer Grafstrom on March 2<sup>nd</sup>. He also attended the community discussion regarding steelhead on March 10<sup>th</sup> and the earthquake preparedness presentation at the Olympic Natural Resources Center March 11<sup>th</sup>.

**Council Member Brager** attended the steelhead discussion meeting. He determined that the fishing guides are not all unified in their approach to a solution and that there were more agendas represented besides those pertaining to fishing issues.

Also, he thanked Quileute Natural Resources for their response to a wildlife issue. QNR removed an elk from their yard that had been sick and died. He contacted several other agencies before receiving assistance from QNR.

**Council Member Ayers** attended the new council member orientation on March 2<sup>nd</sup> and is looking forward to the upcoming tour of City properties. He also attended the steelhead discussion and thought that overall it was a good meeting. He felt that the Department of Fish & Wildlife (WDFW) was making proposals without enough data. He called for a reopening of the Snyder Creek hatchery and new scientific research in order to build the fisheries stock.

**Council member Hillcar** commented about a recent accident involving an ATV. He pointed out that this was a non-licensed, illegally operated ATV and alcohol use was alleged.

**Council Member Weissenfels** attended the steelhead discussion meeting and the earthquake preparedness presentation. Yesterday she listened to a talk by Suzanne DeBey about the differences between the Jewish and Christian faiths. On March 1<sup>st</sup>, she attended the Homelessness Task Force meeting and heard information on Homeless Connect, the tiny house concept (which is facing barriers due to code requirements) and Worksource, a free employment agency for those 14 and over.

## **2. Staff Reports**

**Clerk/Treasurer Grafstrom** stated that she was out of the office the previous week. Prior to that she compiled the proposed revisions to the union contracts, submitted a grant application to First Federal Community Foundation, held the new council member orientation and submitted the annual lodging tax report to the State.

**Public Works Director Hampton** reported that his crew has been busy with cleanup from last week's wind storm. The contract with Gray & Osborne, Inc. for engineering of the Spartan Avenue sidewalk project has been sent to the Transportation Improvement Board. He has seen an increase in building permits and he has been working on drainage issues at the Transit Center per recommendations from Zenovic & Associates.

Council members requested information regarding the building permit issued for the former Vagabond restaurant. Public Works Director Hampton stated that the owner submitted a building permit form and started work that same day, prior to the permit being issued. Per City Code, a fee for work without a permit was assessed in addition to the building permit fee.

**Attorney/Planner Fleck** requested that Zenovic review the drainage issue at Transit along with the proposed youth league football field design. He hopes to complete the

environmental determination for the QVSD football field in the next week. In the last two weeks, he conducted the new council member orientation, completed his assignment for the City of Sequim and attended a meeting with Clallam County staff regarding Growth Management Act issues and the possibility of reconvening a county planning policy advisory board. He also attended the DNR Board Meeting and discussed marbled murrelet impacts and spoke with legislators to encourage restoration of funding for MRSC. He submitted a grant application to the Port of Port Angeles to fund design costs of a cross laminated timber (CLT) building to be constructed at the ONRC for faculty housing. He reported that University of Washington architectural students will begin work on a kiosk design using CLT products for the Transit Center. The steelhead discussion meeting was attended by about 70 people. Phil Trask will provide a synopsis of the meeting. Next steps may include meetings at WDFW for data assessment and research based efforts along with discussion to create a proposed regulatory schematic.

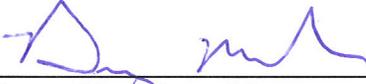
A list of Washington Field Turf installations was provided to Council. Discussion ensued regarding crumb rubber impacts and studies.

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

Mayor Monohon has been recuperating from an illness, although he did complete his teaching certification testing.

### **4. ADJOURNMENT**

**Motion** to adjourn by Hillcar, second Weissenfels, motion carried. Meeting adjourned at 9:58 p.m.

  
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Bryon Monohon, Mayor

  
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Audrey Grafstrom, Clerk/Treasurer