

City of Forks  
Council Meeting Minutes Regular Session  
City Council Chambers  
March 28, 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, Ayers, Hillcar, Weissenfels and 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 Weissenfels, second Hillcar, motion carried.

**PUBLIC COMMENTS**

Lissy Andros, Chamber of Commerce Executive Director reported that the three new Visitor Information Center signs were installed near the north Welcome to Forks sign, one mile from the VIC and also on the building. The new signs were funded through a grant from the Port of Port Angeles. She thanked the City for assistance with the sign project. She also distributed Spruce Up Forks flyers announcing the 3<sup>rd</sup> annual community clean-up day on April 9<sup>th</sup>.

**ACTION ITEMS**

1. **Motion** to approve minutes of the Regular Meeting held March 14, 2016 as amended by Ayers, second Preston, motion carried.

2. **Motion** to approve the manual claim check numbered 32888 for \$360.75, payroll checks numbered 32889 to 32905 for \$66,056.13 and claim checks numbered 32906 to 32944 for \$44,687.56 by Brager, second Ayers, motion carried.

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

4. **Set Public Hearing Date for Brager Rezone Request**

[Council Member Brager left the Council Chambers.]

The Planning Commission has received a request from Bill and Susan Brager dba Miller Tree Inn to rezone portions of three parcels located immediately east of Forks City Hall. Such a request requires a hearing to allow for public comment.

**Motion** to set a public hearing for April 11, 2016 for the Brager rezone request by Hillcar, second Preston, motion carried 4-0.

[Council Member Brager returned to Council Chambers.]

**5. Working Agreement between Peninsula Regional Support Network (PRSN), West End Outreach Services (WEOS) and Forks City Jail**

Attorney/Planner Fleck reviewed the Working Agreement and Memorandum of Agreement (MOA) pertaining to services provided to mentally ill offenders while confined in the City Jail. Specific deliverables are listed in the MOA. Those deliverables include monitoring standards, regular meetings and ongoing training.

**Motion** to approve the Working Agreement and the MOA between PRSN, WEOS and Forks City Jail by Brager, second Weissenfels, motion carried.

**DISCUSSION ITEMS**

**1. Countywide Planning Policy Steering Committee**

Attorney/Planner Fleck stated that when the Growth Management Act was enacted, Clallam County created a committee consisting of the County and the cities of Forks, Port Angeles and Sequim for the purpose of establishing a countywide planning policy as a framework for comprehensive plans. The City of Sequim has requested the committee be reconvened. Attorney/Planner Fleck suggested a resolution adopting minor modifications to the countywide planning policy. The Clallam County Commissioners have slated this topic for discussion and adoption of an action plan.

**2. Council Member Reports**

**Council Member Preston** stated that he has been ill. He expressed his thanks to our medical community who responded and provided excellent care. He reported that the Hoh Visitor Center logged a record number of visitors for these dates last Friday and Saturday of 782 and 930 respectively. He also reported that the road to Rialto has reopened to single-lane traffic as of Friday.

**Council Member Ayers** attended the Chamber of Commerce meeting last Wednesday and heard Kevin Hoult from the North Peninsula Small Business Development Center give a very informative talk.

**Council member Hillcar** attended the Clallam County Republican Convention last Saturday. Also, he asked if anyone had information on the status of the Undi Road. Currently funding for repairs is being sought.

**Council Member Weissenfels** just returned from a trip to Crystal Cove and San Juan Capistrano in California.

**3. Staff Reports**

**Clerk/Treasurer Grafstrom** reported that recent tasks have included setting up the former commissary account in the computer system, submitting documentation for the streetlight project PUD rebate, preparing the annual report to the State Auditor and renewing the City's enrollment in Department of Enterprise Services Surplus Program. DES may be a good resource for police vehicles. She also attended Rainfest planning meetings and helped out at the Quillayute Valley Scholarship Auction.

**Public Works Director Hampton** conducted a walk-through of Tillicum Park with the Park Board. Projects identified for completion are to rewire the pedestal for the Ben Dome and repair the concession stand and a dugout. He reported that the welcome sign lights have been repaired. He will attend the Spruce Up Forks event and the City will provide supplies and signs if needed. He is planning to apply for a grant for lighting at the Calawah boat launch and is looking into concrete picnic tables.

**Police Administrator Bart** announced the Community Meeting on Emergency Preparedness will be held April 5<sup>th</sup> in conjunction with the National Guard and Clallam County Emergency Management. He also announced that Sergeant Mike Rowley's last day will be this Friday. They have been holding interviews and have three potential candidates. Another officer may be leaving as well. They will be testing for sergeant next month.

**Attorney/Planner Fleck** attended Natural Resource Tuesday last week at the Olympic Natural Resource Center. The Planning Commission met on March 16<sup>th</sup> and their recommendations will be forwarded to Council. He also attended a meeting of the Clallam County Trust Land Advisory Committee held last Friday for further discussion of DNR arrearage issues.

#### **4. Mayor's Report**

Mayor Monohon attended the Board of Health meeting March 15<sup>th</sup> and the Clallam Transit System meeting last Monday. He received a plaque for his service as chair of the CTS Board and Mary Bower, Clerk of the Board was presented with the President's Award of Distinction from the Washington Municipal Clerks Association.

It was also announced that Olympic National Park will hold a meeting regarding the Lake Crescent road construction project on April 19<sup>th</sup> at the Rainforest Arts Center.

#### **5. ADJOURNMENT**

**Motion** to adjourn by Hillcar, second Ayers, motion carried. Meeting adjourned at 8:57 p.m.

  
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Bryon Monohon, Mayor

  
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Audrey Grafstrom, Clerk/Treasurer