

City of Forks  
Council Meeting Minutes Regular Session  
City Council Chambers  
November 13, 2018 7:30 p.m.

**PLEDGE OF ALLEGIANCE AND CALL TO ORDER**

Council Member Hillcar led the Pledge of Allegiance. Mayor Fletcher then called the meeting to order.

**ROLL CALL**

Council members present: Preston, Brager, Soha, Hillcar, and Mayor Fletcher. Absent: Weissenfels Staff present: Grafstrom, Clerk/Treasurer, Rowley, Police Chief, Fleck, Attorney/Planner [arrived at 7:50] and Hampton, Public Works Director.

**MODIFICATIONS/APPROVAL OF AGENDA**

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

**PUBLIC COMMENTS**

Melene Bourm with West End Thunder reported to Council that the group is struggling financially. Their biggest race of the season occurred the last weekend, due to a prize donation. They have many expenses, including the airport rent. She stated that they will need the full amount they are requesting from Lodging Tax in order continue. The events bring people to the area who spend money at hotels, restaurants and stores.

Steve Hopkins, Clallam Transit System Operations and Planning Manager stated that he will be at the Forks Library this Thursday from 2:00 p.m. to 4:00 p.m. sharing information about their short and long-range plans. Then he will be at the Clallam Bay Library from 5:30 p.m. to 7:30 p.m. He reported 2018 had the busiest October in over three years. The West End led the increase in ridership with the Forks Shuttle up over 40% from last year.

Council Members thanked him for his work on revising the routes and also for attending these City Council meetings.

Lissy Andros, Chamber of Commerce Executive Director reported that representatives from Olympic National Park will hold a meeting tomorrow at the RAC regarding status of the road construction project around Lake Crescent. She stated that "trick or treating" at downtown businesses was a huge success. She also reported that planning is underway for the 2019 Twilight festival and tickets will go on sale January 1<sup>st</sup>. She was given the request from Bicycle Rides Northwest for a campsite when they visit in 2020. She approached several businesses and venues (Forks 101 RV Park, Fern Acres, ONRC) who were not interested in hosting them. However, Last Chance Camp is interested in hosting and they have been in contact with the group.

## **ACTION ITEMS**

**1. Motion** to approve minutes of the Regular Meeting held October 22, 2018 by Soha, second Preston, motion carried.

**2. Motion** to approve the manual claim check numbered 36230 for \$242,309.00, payroll checks 36231 through 36245 for \$109,995.62, claim checks numbered 36246 through 36290 for \$53,566.33, EFTs 100418, 101618, and 102218 for \$252.00, and Travel Checks 3459 through 3470 for \$1,194.65 by Soha, second Preston, motion carried.

### **3. 2019 Budget Hearing**

Mayor Fletcher opened the 2019 Budget Hearing. No public comments were received. Mayor Fletcher closed the 2019 Budget Hearing.

### **4. Revenue Sources/Property Tax Hearing & Property Tax Resolution**

Clerk/Treasurer Grafstrom read the expected 2019 revenues by category.

Council Members shared their views on whether or not a property tax increase should be implemented and if so, should it be "earmarked" to purchase a lighted speed limit sign.

Mayor Fletcher opened the Revenue Sources/Property Tax Hearing. Lissy Andros stated that she did not want to pay any more in property taxes than she does currently. Mayor Fletcher closed the Revenue Sources/Property Tax Hearing.

**Motion** to approve Resolution #469 with a .5% increase in the 2019 regular property tax levy with the understanding that matching funds be obtained to purchase a lighted speed limit sign by Preston, second Brager, motion failed 2-3 with Preston and Brager for, Hillcar and Soha against, and Mayor Fletcher voting against.

**Motion** to approve Resolution #469 with a 0% increase in the 2019 regular property tax levy by Hillcar, second Soha, motion carried.

**5. Motion** to set a public hearing date on December 10, 2018 for the County-Wide Planning Policy by Preston, second Hillcar, motion carried.

### **6. General Obligation Bond Issuance**

Clerk/Treasurer Grafstrom reviewed events regarding purchase of the three new police vehicles. Financing had been approved through Ford Motor Credit at 5.95%. The paperwork was forwarded to Foster Pepper for review. They stated the lease documents from Ford Motor Credit could not be executed in Washington State. They advised obtaining a general obligation bond to pay for the vehicles. Cashmere Valley Bank has submitted financing terms for \$115,000 at 3.35% upon the issuance of a Limited Tax General Obligation Bond.

**Motion** to accept bank financing terms from Cashmere Valley Bank to purchase a bank qualified tax exempt bond issued by the City to provide funds for the purchase of three new police vehicles by Preston, second Soha, motion carried.

**Motion** to approve Ordinance #638 Authorizing the issuance of a Limited Tax General Obligation Bond in the amount of \$115,000 by Brager, second Preston, motion carried.

**Motion** to authorize payment to Columbia Ford, Inc. in the amount of \$111,488.31 for the purchase of three Ford Police Utility vehicles by Soha, second Hillcar, motion carried.

**Motion** to authorize the Mayor and staff to sign any and all documents necessary to execute the above approved transactions by Hillcar, second Brager, motion carried.

### **DISCUSSION ITEMS**

1. 3<sup>rd</sup> Quarter Jail Report was reviewed.

### **2. Council Member Reports**

**Council Member Preston** reported that he was late to the budget workshop as he was repairing the Hurricane Ridge webcam, which is a very popular webcam.

**Council Member Brager** had no report, but stated he would need to leave the meeting early and left at 8:25 p.m.

**Council Member Hillcar** reported that the “Truck or Treat” event at the Assembly of God Church was a huge success with approximately 1,500 attendees. He requested that Steve Hopkins ask whether or not Clallam Transit System would be interested in helping to purchase a speed limit sign. He will inquire with CTS Administration.

### **3. Staff Reports**

**Clerk/Treasurer Grafstrom** reported that the State Auditor’s Office completed their field work associated with the 2016 through 2017 audit. It is a clean audit, with no findings. The City’s next audit will be for 2018 through 2019 conducted in 2020. She noted a “silver lining” with the water tank rehab project being delayed. If it had started sooner, we would have passed the threshold in 2018 for a single audit adding about \$20,000 in audit costs. She also reported that she attended a federal grants requirements training November 6<sup>th</sup>, which was very relevant to the City’s USDA loan.

**Public Works Director Hampton** attended the IACC (Infrastructure Assistance Coordinating Council) Conference October 23<sup>rd</sup> – 25<sup>th</sup>. He made several valuable public works contacts. He reported the water tank rehab project is underway and that his crew had recently made repairs to the road leading to the .75 MG tank.

**Police Chief Rowley** stated he has been busy getting the new vehicles road-ready. He hopes to have them available for viewing at the next meeting.

**Attorney/Planner Fleck** noted that he attended the Board of Natural Resources meeting and provided the letter signed by the Mayor, QVSD and QVPRD regarding issues with the marbled murrelet alternatives. The DNR has released their economic analysis, however, it raises questions with the socio-economic chapters within the Revised Draft EIS. They extended the comment period on the RDEIS until December 6, 2018. There will be a meeting at the RAC tomorrow at 6:30 p.m. for an OESF stakeholder discussion of the DNR preferred alternative for addressing the murrelet (Alternative H). He also attended local Veterans Day events.

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

Mayor Fletcher stated that he spoke at the Veterans Day event held at the Transit Center. He also attended the community meals put on by the American Legion and VFW.

#### **5. ADJOURNMENT**

**Motion** to adjourn by Hillcar, second Preston, motion carried. Meeting adjourned at 8:37 p.m.

  
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Audrey Grafstrom, Clerk/Treasurer

  
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Tim Fletcher, Mayor