

City of Forks
Council Meeting Minutes Regular Session
City Council Chambers
March 10, 2014

CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Meeting was called to order at 7:30 p.m. by Mayor Monohon. Council Member Hillcar led the Pledge of Allegiance.

ROLL CALL

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

MODIFICATIONS/APPROVAL OF AGENDA

Motion to approve the agenda with the addition of Executive Session for approximately 10 minutes for the purpose of discussing the acquisition of real estate with no action expected by Hillcar, second Hinchey, motion carried.

PUBLIC COMMENTS

Bill Meyer spoke to Council representing Olympic Peninsula Guides' Association (OPGA) and the North Olympic Peninsula Sport Fishing Coalition (NOPSFC). He reported that approximately 120 people attended the viewing of "Hatchery & Wild" and that \$1,200 was raised. He also noted that Chaz Woodruff, Quileute Tribal Chair participated in the event. He stated that OPGA met with Washington Department of Fish & Wildlife, but received no information on a commitment regarding the Bogachiel broodstock program.

Lissy Andros, Chamber of Commerce Executive Director reported that NOPSFC will be speaking at their meeting this Thursday and that Rod Fleck will give a Rainforest Arts Center update on March 19th and the next After-Hours event will be at the Forks Forum on March 19th. She also reported that planning for the community clean-up is going well with many groups involved.

ACTION ITEMS

- 1. Motion** to approve the minutes of the Regular Meeting held February 24, 2014 by Breidenbach, second Hillcar, motion carried.
- 2. Motion** to approve the claim checks numbered 30145 to 30168 for \$53,875.83 and payroll checks numbered 30169 to 30183 for \$65,517.47 by Hinchey, second Weissenfels, motion carried.
- 3. Motion** to approve a contract for Geographic Informational System (GIS) services with the Olympic Natural Resources Center not to exceed \$20,000 by Weissenfels, second Breidenbach, motion carried.

4. 2013 Budget Amendment Ordinance #607

Clerk/Treasurer Grafstrom presented Ordinance #607 for expenditures in 2013 over the amount budgeted in Current Expense, Airport/Industrial Park and Transit Center Funds for a total of \$310,000.

Motion to approve 2013 Budget Amendment Ordinance #607 by Breidenbach, second Hinchon, motion carried.

DISCUSSION ITEMS

1. Capital Improvement Plan

Public Works Director Zellar presented the updated Capital Improvement Plan which incorporates projects recommended by the Park Board for upgrades at Tillicum Park.

2. Clallam County Economic Development Council (EDC) Agreement

Attorney/Planner Fleck distributed the 2014 EDC Strategic Plan and reported that Bill Greenwood has been hired as Executive Director. The agreement calls for a \$7,000 fee from the City of Forks.

3. City of Forks Business License

Council Member Breidenbach reported that he spoke with some cities regarding their business license practices. He stated that some components are to provide risk management and a tracking mechanism for sales tax. Council Member Hillcar discussed the possibility of requiring a license for transient businesses only.

4. Draft Code Chapter 6.06 Animals

Police Administrator Bart stated that per the Clallam County Undersheriff, the County will not be servicing the West End.

5. Council Member Reports

Council Member Breidenbach noted Ellen Matheny's resignation from the Planning Commission. There are now two openings on the Planning Commission. Council Member Breidenbach attended the Public Records Act (PRA) Training at City Hall on March 4th.

Council Member Hinchon questioned the status of the Robin Hood Loop stop sign issue. Public Works Director Zellar stated that he has had recent input from residents who do not want the stop signs reinstalled. Council Member Hinchon attended the PRA Training and he attended the NOPSF Coalition meeting. He advocated for City support of the Coalition. It was suggested that Clallam County EDC be apprised of the situation and asked to assist.

Council Member Weissenfels reported that she attended the Clallam Transit System awards banquet yesterday and the PRA Training on March 4th.

6. Staff Reports

Clerk/Treasurer Grafstrom reported that Toni Nelson from Vision MS will be here March 24th to review the City's financials and assist with the 2013 Annual Report.

Public Works Director Zellar stated that the Spartan Avenue Project will be advertised this week with a bid date of April 1st. Also, Mike Marshall passed the test for Waste Water Treatment Plant Operator Group II certification.

Police Administrator Bart reported that the missing person incident turned out well and he is looking into "Project Safety Net" which includes wrist bands with transmitters to help locate individuals who may become lost. He also reported that Sergeant Rowley is at training for the next two weeks.

Attorney/Planner Fleck attended a conference call for the State Small Business Development Council Board Meeting. He reported that the PRA Training went well and was paid for in large part by Risk Management Service Agency. He also attended a meeting of EDC Officers and a meeting at Forks Community Hospital regarding the remodel design. A pre-bid conference was held for the Rainforest Arts Center on March 6th and the bid is scheduled for March 18th.

7. Mayor's Report

Mayor Monohon met with the Clallam County Commissioners when they visited Forks last Wednesday, along with County Prosecutor Will Payne. The Mayor also attended the PRA Training and the Clallam Transit System awards banquet.

8. Executive Session was called at 9:15 p.m. until 9:25 p.m. to consider the acquisition of real estate.

Mayor Monohon called the meeting back to order at 9:25 p.m. No motions were made.

9. ADJOURNMENT

Motion to adjourn by Hillcar, second Weissenfels, motion carried. Meeting adjourned at 9:26 p.m.



Bryon Monohon, Mayor



Audrey Grafstrom, Clerk/Treasurer