

City of Forks  
Council Meeting Minutes Regular Session  
City Council Chambers  
December 26, 2018 7:30 p.m.

**INVOCATION, PLEDGE OF ALLEGIANCE, AND CALL TO ORDER**

Elder Milton Beck with the Church of Jesus Christ of Latter Day Saints led the invocation. Council member Hillcar led the Pledge of Allegiance. Mayor Fletcher then called the meeting to order.

**ROLL CALL**

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

**MODIFICATIONS/APPROVAL OF AGENDA**

Mayor Fletcher stated that an executive session is needed for approximately 5 minutes to discuss potential litigation.

**Motion** to approve the agenda with modifications as stated by Brager, second Hillcar, motion carried.

**PUBLIC COMMENTS**

Steve Hopkins, Clallam Transit System Operations and Planning Manager reported that CTS did their best to keep services going during last Thursday's storm and that only three trips were cancelled. He stated this will be his last meeting, as his employment with CTS is ending. He thanked the City for being a supportive partner of CTS.

Council thanked Steve for his exemplary service and the many improvements to service due to his efforts.

Lissy Andros, Chamber of Commerce Executive Director reported that the Visitor Information Center is still seeing plenty of visitors, with over 60 today.

**ACTION ITEMS**

**1. Motion** to approve minutes of the Regular Meeting held December 10, 2018 by Hillcar, second Weissenfels, motion carried.

**2. Motion** to approve the payroll checks 36378 through 36390 for \$59,876.17, manual claim checks 36391 through 36392 for \$47,438.90, claim checks numbered 36393 through 36429, 112818 and 1218 for \$61,905.02, and travel checks 3476 through 3480 for \$741.90 by Brager, second Weissenfels, motion carried, 2-0 with Hillcar abstaining.

**3. Motion** to approve the November 2018 Treasurer's Report by Weissenfels, second Brager, motion carried.

**4. Resolution #471 City of Forks Legislative Priorities for 2019**

**Motion** to approve Resolution #471 adopting City of Forks Legislative Priorities for 2019 with the correction of a typo by Brager, second Weissenfels, motion carried.

**5. Lease Agreement for Clallam County District Court II**

The lease term is two years with automatic two-year renewals and includes a reduction to the 2013 rental rate. The rate will then increase each year by half of the consumer price index.

**Motion** to approve the Lease Agreement for Clallam County District Court II and authorize the Mayor and staff to sign the agreement by Brager, second Hillcar, motion carried.

**6. Lloyd J. Allen Charitable Trust Grant Agreement**

The Lloyd Allen Trust has generously agreed to fund the Lion's Club request to install a flag pole for their garrison flag at Tillicum Park. During those discussions, the Trust expressed their desire to further enhance Tillicum Park with the addition of a pickleball court. Since two of the four tennis courts are in a state of disrepair, their proposal is to replace the two courts with a basketball court and one or possibly two pickleball courts. Council was pleased with that proposal and looks forward to the addition of pickleball to Tillicum Park.

**Motion** to approve the Lloyd J. Allen Charitable Trust Grant Agreement for improvements to Tillicum Park by Hillcar, second Brager, motion carried.

**DISCUSSION ITEMS**

**1. Council Member Reports**

**Council Member Hillcar** complimented the Public Works crew for their vigilance in keeping up with storm damage and addressing standing water. He suggested that we have a tree cutter available on the small works roster to assist in the future.

**Council Member Weissenfels** reported that she attended the "Longest Night" service at the Congregational Church. Also, she has had discussions with several people regarding Bonneville Power Administration. She questioned why we have to wait for several hours for BPA to arrive onsite from Olympia for repairs and why Clallam County PUD staff could not be trained to make those repairs.

Attorney/Planner Fleck stated that this issue has been pursued for many years with various members of congress. BPA maintains control of their lines and refuses to offer any solutions. Another part of the problem pertains to danger trees in the right-of-way on USFS land and their unwillingness to remove those trees. He stated we will continue to bring these issues to congressional leadership in hopes of a solution.

**2. Staff Reports**

**Public Works Director Hampton** stated the last few weeks have included cleaning up storm damage, repairing street lights, and keeping the generator running. He will be looking into the purchase of a new generator for City Hall, which was included in the 2019 budget.

**Police Chief Rowley** reiterated the importance of the generator to City Hall and specifically the Jail. In the event of an outage, the electronic locks are not operational, which requires additional Jail staff to be called in. It is also necessary in order to run an Emergency Operations Center. He noted several positive comments from community members regarding the new patrol cars. He displayed the recently purchased radar sign, which will be mounted on a trailer. The sign is solar powered and capable of collecting traffic data.

**Attorney/Planner Fleck** attended many DNR meetings in December.

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

Mayor Fletcher stated he rode with the Public Works crew during storm cleanup and was impressed with their work. Mayor Fletcher was thanked for opening Council Chambers for those with oxygen tanks and also for his assistance directing traffic.

**4. Executive Session** was called at 8:15 p.m. until 8:20 p.m. to discuss potential litigation. Mayor Fletcher called the meeting back to order at 8:20 p.m. No action was taken.

### **5. ADJOURNMENT**

**Motion** to adjourn by Hillcar, second Weissenfels, motion carried. Meeting adjourned at 8:21 p.m.



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Tim Fletcher, Mayor



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Audrey Grafstrom, Clerk/Treasurer