INVOCATION, PLEDGE OF ALLEGIANCE, AND CALL TO ORDER
Pastor Tom Lafrenz of the Nazarene Church led the invocation. Council Member Hillcar led the Pledge of Allegiance. Mayor Fletcher then called the meeting to order.

ROLL CALL

MODIFICATIONS/APPROVAL OF AGENDA
Mayor Fletcher requested the July Treasurer’s Report be added to the agenda.

Motion to approve the agenda with the addition of the July Treasurer’s Report by Hillcar, second Weissenfels, motion carried.

PUBLIC COMMENTS
Mark Soderlind provided a report from the Forks Old Fashioned 4th of July Committee. The Forks float has participated in nine parades this season and is scheduled to participate in the Loggers’ Playday parade in Hoquiam on September 7. He has noticed that fewer people are participating in parades, but that spectators are increasing. This seems to be the trend for most festivals.

Mark Soderlind then spoke as a representative of The Mobile Home Courts of the Forks Prairie. Several mobile home park owners met with the Mayor and City staff. He said that they didn’t know what was happening, but that they will organize and mobilize to get up to speed with the situation. They simply ask for the time to do so, and an open meeting that would allow for a back-and-forth dialog between court owners and the Mayor and Council.

Teresa Aldrich, commended Chief Rowley for his professionalism and kindness in addressing the break-in and burglary that recently took place at their vacation rental.

Lissy Andros, Chamber of Commerce Executive Director reported on the busy summer at the Visitor Information Center. She has often overheard people saying that Forks has the “nicest people” and the “nicest visitor center.” Several have been pleasantly surprised to have lost items returned. She is very proud of the staff that goes above and beyond for everyone. The concierge service, which has been very well received, will be available through Saturday, August 31. The Forever Twilight in Forks festival will be taking place September 12–15. The committee, which is made up of Twilight fans from all over the U.S. and Canada, is busy organizing and preparing for the festival. The City’s support of the festival is much appreciated.
ACTIONS ITEMS
1. Motion to approve minutes of the Regular Meeting held August 12, 2019 by Soha, second Hillcar, motion carried.

2. Motion to approve payroll checks 37248 through 37262 for $63,435.94, and claim checks 37263 through 37293 and EFT 081319 for $26,518.79 by Soha, second Hillcar, motion carried.

3. Transfer of Quillayute Airport Fuel Tanks to Port of Port Townsend
Clerk/Treasurer Grafstrom explained the Port of Port Townsend’s request for the transfer of Quillayute Airport fuel tanks to the Jefferson County International Airport (JCIA). They were notified by WSDOT that the underground tanks at JCIA were no longer in compliance. They initiated talks with Attorney/Planner Fleck regarding the transfer of the unused Quillayute Airport tanks after hearing about them from pilots. As the tanks were purchased with grant monies, the City is not permitted to sell them. The tanks have not been used for many years because there was insufficient use to ensure the proper turnover of fuel.

Council Member Weissenfels confirmed that the tanks could easily be replaced through another grant if they were ever needed at Quillayute Airport in the future.

Council Member Hillcar suggests assigning a monetary value to the tanks, to be noted in the transfer documents.

Motion to authorize the Mayor and staff to complete the necessary documents with Washington State Department of Transportation and the Port of Port Townsend for transfer of the fuel tanks from the Quillayute Airport to the Jefferson County International Airport by Weissenfels, second Soha, motion carried.

4. Motion to approve the July Treasurer’s Report by Weissenfels, second Hillcar, motion carried.

DISCUSSION ITEMS
1. Council Member Reports
Council Member Hillcar was approached by a member of the volunteer ambulance corps asking what was required to make Quillayute Airport available for medical evacuation. This volunteer has been in touch with Airlift Northwest and Life Flight Network, both of whom are hesitant to use the Forks Airport in inclement conditions. He was also contacted by a resident living near the airport who complained of very poor cell service there. That resident has contacted Verizon, who expressed interest in placing a cell tower at or near the airport.

Council Member Weissenfels attended the Washington State Transit Association conference August 19–20 in Seattle.

2. Staff Reports
Clerk/Treasurer Grafstrom has been working on items approved at the last Council meeting, putting together contract documents for the well house #4 rebuild, and working
with the engineer on the Transportation Improvement Board grant documents for which the City has applied to fund two street projects. The water tank rehab project is nearly complete. The contractor has gone over the agreed upon completion date, so Clerk/Treasurer Grafstrom and Public Works Director Hampton are working with the engineer on a deductive change order that would allow the City to charge the contractor interim interest. The surplus sale was successful with the 1981 Kenworth dump truck with plow selling for $15,300. Police Chief Rowley will be emptying out the impound lot, so we may have another surplus sale. A letter extending implementation of main-meter billing at mobile home parks to March 1, 2020 (January 15 to February 15 meter read) has been sent to mobile home park owners. She reiterated some of the issues mentioned last month, that the City crews face while reading the mobile home park individual meters and also relayed a recent incident. A park resident came in to open their water account and was told they would have to satisfy their debt with the City’s collection agency before they could open their new account. They spoke with the park owner, who then came in and rewrote the rental agreement in the name of a co-occupant of the trailer. We were then obligated to open the account with no payment of the previous debt.

Public Works Director Hampton and his crew have been busy fixing leaks. One on Nottingham Way had a “Volkswagen sized” rock sitting on top of a 3” PVC water line. The wastewater treatment plant was without water for a full day while this leak was repaired. Other major leaks that have been repaired include those on old polypropylene lines on Cook Road and at Page and Perry. He is making a color-coded map of leaks around the urban growth area. It’s a crude map right now, but he’d like to develop one that worked as a layer in our GIS system. He is also looking at an electronic work-order system that would work with our GIS system.

The tanks were inspected upon completion of the rehab project. Divots that look like they were made by someone shooting at the tank were discovered, and Public Works Director Hampton feels those should have been repaired as part of resurfacing. He and Clerk/Treasurer Grafstrom have been negotiating this with the contractor. The 1MG tank is filled, but Department of Health has recommended testing. He is checking for volatile organic chemicals (VOCs). The 1MG tank will be back online once satisfactory test results are back.

Well #3 has been sucking air and feeding that air into the lines. This is the cause of the “white water” the community has been talking about recently. The pump has been throttled down.

Council Member Hillcar asked about water levels for the start of school. Public Works Director Hampton did not have the latest reads, but noted the level for one well had come up a little with the August 12 read. We also had a good rain over the previous weekend, so he is hopeful that they are at least holding.

Police Chief Rowley registered three vehicles for drug seizures. The gray 2013 Dodge Charger found to be transporting a large quantity of drugs will be used as a patrol vehicle. A Kawasaki 400 quad and a Saturn, both found to be transporting narcotics, have also been seized. These, a second unclaimed quad, and some other
miscellaneous items will be put up for auction. Money made from items seized under RCW 69.50.505 cannot be added to the General Fund, but must be used for drug interdiction. The same applies to property that is seized and kept. The City Police Department works closely with the Olympic Peninsula Narcotics Enforcement team (OPNET), which targets the large distributors, and uses revenue from the sale of seized property to support their operations. In the last two years, a couple of these major players have been taken off the market. As a result, our crime rate has dropped exponentially. However, he also noted that people should remain vigilant with regard to themselves and their personal property.

Staffing is still an issue. The Police Department is currently processing a lateral hire from Utah through Public Safety Testing, Inc. However, hiring has become more and more difficult as everyone is short-handed and background checks are slowing down the process. He discussed entry-level hires with the Personnel Coordinator, but that has been an issue in the past because the new hires have used their position with the Forks PD as a stepping stone to more lucrative employment. It costs the Police Department approximately $50,000 in wages, training, etc. to get an entry-level hire on patrol. That is a lot of money to spend training someone only to have them walk away. He would like to focus more on the lateral hires and making the move to Forks worthwhile with incentives such as moving/hiring bonuses. The goal is to find officers that both the department and community can trust.

3. Mayor’s Report
Mayor Fletcher attended the employee picnic on Friday, August 23. He thanked Paul Hampton and Danny Wahlgren for hosting the picnic, which was well attended and provided a good boost to morale. He commended staff on all their hard work. He reminded the community that office hours are 8:00 a.m. to 5:00 p.m., during which time staff is available to answer questions and clear up misunderstandings.

4. ADJOURNMENT
Motion to adjourn by Hillcar, second Soha, motion carried. Meeting adjourned at 8:16 p.m.

Tim Fletcher, Mayor

Audrey Graffstrom, Clerk/Treasurer

August 26, 2019