PLEDGE OF ALLEGIANCE, AND CALL TO ORDER
Mayor Fletcher led the Pledge of Allegiance. He then called the meeting to order.

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

MODIFICATIONS/APPROVAL OF AGENDA
Motion to approve the agenda as presented by Soha, second Brager, motion carried.

PUBLIC COMMENTS
Joey Roberts, Alder Grove Mobile Home Park thanked everyone for attending. He read a prepared statement that he distributed to council members along with another from Darrell Conkling, Castle Rock Mobile Home Park.

Jerry King, Alder Grove Mobile Home Park read a prepared statement reminding Council and staff that the practice of individual meter reading began as a conservation measure that held individuals responsible for their water usage, and that a switch to main meter billing would have negative effects for the City, and mobile home park owners and tenants.

George Powers, The Grove (LGD Properties LLC) read from Section 13.20.130 (“Meters”) of the Municipal Code, and passed out excerpts taken from Chapters 13.05 and 13.10 (“Sewer Rates and Charges”) of the Municipal Code, noting that there is no mention of owner responsibility in the billing of mobile home parks. He doesn’t understand why any of the reasons the City has stated for the change in billing are problems that can’t be resolved without the change.

Darrel Littel is a resident of Alder Grove. He stated that the park has a reliable staff that is available 24/7. He doesn’t understand why this issue has come up because trailer parks like Alder Grove have a qualified staff that is always on call and performs regular inspections for leaky faucets, running toilets, etc.

Tawyna Rowley is a housing advocate for Mariposa House (formerly Forks Abuse) and a tenant at Alder Grove. She would like Council to consider the cost of this change in billing. She claims that for every $100 increase in costs associated with housing, including rent and utilities, homelessness goes up 15%. With homelessness comes the costs of emergency billing, chemical dependency, and crime.

Mark Soderlind, Marietta I and II Mobile Home Parks says the issue of submeters being on private property is not pertinent because the main meters are also located on private property. Director of Public Works Hampton responded that main meters might be
moved, or replaced with radio read meters. Soderlind assured the Council that a switch to main meter billing would be revisited in the future because mobile park owners had agreed that none of them would read meters, but simply pass on their cost to their tenants.

Steven Petersen lives in Alder Grove and claims that his meter wasn’t read because his bill shows that only 100 gallons of water was used in this month, and zero was used last month. Clerk/Treasurer Graffstrom noted that water consumption is billed in cubic feet rather than gallons. He also claims that there was no real water shortage this past summer. Any water shortage was the result of Council or staff emptying the water tanks so they could be cleaned.

Jim Closner lives in Marietta I and understands that there are many issues, including water loss and compliance with City code. However, at the City Council meetings he has attended, he has gathered that meter reading is a financial burden on the City. He pays the same rate as private property owners, though, so is entitled to the same services.

**ACTION ITEMS**

1. **Motion** to approve minutes of the Regular Meeting held September 23, 2019 by Weissenfels, second Brager, motion carried.

2. **Motion** to approve manual check 37404 for $9,712.53, payroll checks 37405 through 37421 for $104,352.70, claim checks 37363 and 37422 through 37466 and EFTs 100919, 1019, and 3QRT2019 for $114,906.11, and travel checks 3542 through 3544 by Brager, second Hillcar, motion carried.

3. **Set Public Hearing Date for 2020 to 2026 Capital Improvement Plan**

   **Motion** to set a public hearing date of November 12, 2019 for the 2020 to 2026 Capital Improvement Plan by Hillcar, second Weissenfels, motion carried.

**DISCUSSION ITEMS**

1. Review of the Municipal Water Code

   Clerk/Treasurer Graffstrom corrected a statement from the Public Comments portion of the meeting. Water from the tanks was not wasted. It was released into the distribution system. Public Works Director Hampton further clarified that as much as possible was released to the distribution system, fire trucks were filled, and when the water level was as low as it could possibly go while maintaining the required pressure, the small amount remaining was dumped. Attorney/Planner Fleck noted that this summer’s drought was declared due to water levels in our aquifer, not the water tanks.

   Clerk/Treasurer Graffstrom also clarified the fact that rates noted in the Municipal Code were the rates enforced at the time, and that an ordinance\(^1\) that allowed for rate increases according to the annual consumer price index (CPI) had been passed. She then referred to billing comparisons included in Council packets showing that in most cases mobile home parks would pay about the same or slightly less for water under the

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\(^1\) Ordinance #566 adopted in 2009 or FMC 13.30.050
main meter billing system than residents pay collectively under the individual meter billing system.

Public Works Director Hampton reminded the Council that his primary goal is to meet the Department of Ecology’s mandate, spelled out in Washington Administrative Code (WAC) 246-290-820, which requires water loss to be kept to 10% or less. He is unable to do so with no authority or control over mobile home park infrastructure. This mandate was not in place 35 or 40 years ago when the individual billing system was adopted. He considers the fact that customers might pay less a bonus.

Attorney/Planner Fleck noted that while the City may decide to read and bill a mobile home park’s main meter, how tenants living in the park are billed for water is a business decision for the owners of the particular business (mobile home park).

Council Member Brager feels strongly that the municipal code should not be at the heart of the matter. The code can be changed. Further, the only way to encourage tenants in mobile home parks to think about the water they use is through individual billing that forces them to pay for that water. He also feels that the switch to main meter billing removes any incentive for mobile home park owners to maintain their water infrastructure because, as the main meter billing versus individual meter billing comparison shows, they will come out ahead by billing their tenants for water themselves.

Council Member Hillcar is concerned with the protection of the City’s water supply, and read definitions from WAC 246-290-490, which deals with cross-connection control. Mobile home parks may be subject to cross connection. Attorney/Planner Fleck stated that according to the current municipal code the City’s responsibility stops at a property’s main meter. If the code were to be rewritten, it would have to be with a thorough examination of the risks and shift in responsibilities associated with such a rewrite.

Council Member Soha stated that it is not the job of the City to make money. What the mobile home park owners decide to do with regard to the billing of their tenants when the switch to main meter billing is implemented is their choice.

Council Member Preston said that in 18 years working as a plumber in California, and in reaching out to nine other municipalities, he has never seen nor heard of a water department billing individual meters in a mobile home park. He also feels that landlords have a responsibility to their tenants to bill them fairly for the water that they use, and to maintain the infrastructure within their park, repairing it as needed to prevent leaks that waste water and might even harm the environment.

2. Joint Meeting with Clallam County Commissioners
Clerk/Treasurer Graefstrom explained that the Commissioners had requested another meeting similar to the one held in March of this year. March 23, 2020 was proposed and agreed upon by all present. She asked Council Members to inform her of any agenda items they would like to see included.
3. 3rd Quarter 2019 YTD Reports: Sales & Lodging Tax
Clerk/Treasurer Graffstrom reported that third-quarter lodging tax revenue was "off the chart". The increase in sales tax for the third quarter can be attributed to a significant increase in construction this year. Four single-family residences are currently under construction, and there is also a lot of commercial construction in progress downtown. Overall, revenue from both lodging and sales tax is significantly higher this year than in the past.

4. Council Member Reports
Council Member Hillcar attended the Spartan football game in Tenino. He was pleased to see so many Forks people there.

Council Member Weissenfels attended the Gold Star Memorial dedication. It was an impressive ceremony with a great speaker. She particularly enjoyed seeing the Marines and soldiers from other branches of the military in their uniforms. She thought it was a very moving tribute.

5. Staff Reports
Public Works Director Hampton reported that his department had budgeted for one trailer for the City's excavator, but ended up getting two for the budgeted amount. The second trailer will be stocked with parts needed to repair water leaks for greater efficiency. He has also offered it to the police department for hauling generators, etc.

Police Chief Rowley sent Officer Leask to training to investigate claims against law enforcement and corrections employees under the Prison Rape Elimination Act (PREA). He is now qualified to investigate such claims. The jail reports a significant increase in board bills for the third quarter, due primarily to more DOC and short Clallam County holds. The ability to place offenders in our jail for a short period of time keeps Clallam County deputies in the area rather than away transporting offenders to Port Angeles. He also attended the Gold Star Memorial dedication and met Hershel "Woody" Williams, Medal of Honor recipient for heroism above and beyond the call of duty at the Battle of Iwo Jima. He is also the driving force behind the Gold Star Families Memorial Project. There are many Gold Star Families in our community, and he was so impressed by the amount of money raised by such a small town.

Attorney/Planner Fleck reported that the Department of Natural Resources' sustained harvest calculation number was issued today. The previous decadal calculation was 550,000,000 board feet per year. The new number proposed is 465,000,000 board feet inclusive of arrearage. Olympic Experimental State Forest number dropped 20,000,000 board feet per year, and the total for Clallam County is in the thirties (millions), down from the forties (millions). Discussion on this will continue.

Cynthia Bork organized an e-cycling event that was held last Saturday (October 19). The Lions Club will haul away more than two pallets of items collected for disposal.

House Bill 1406 will be on the agenda for discussion at an upcoming meeting. The objective of this bill is to encourage investments in affordable and supportive housing by allowing communities to retain a very small amount of sales tax. Forks would receive
only a few thousand dollars a year. That's not enough to build housing, but the funds could be put to use.

He met with Cynthia Bork, Meggan Uecker with Clallam County, and Brent Gagnon, owner of West Waste & Recycling Inc. regarding recycling programs. The only recyclables that are possibly financially feasible for our area are mixed cardboard, aluminum, and steel and metal. Meggan Uecker has received grants to encourage recycling markets.

The Quillayute Airport runway resurfacing project has been completed.

6. Mayor's Report
Mayor Fletcher attended the Gold Star Memorial dedication. It was a great opportunity for the community to recognize local Gold Star Families. A group of Green Berets that regularly visits Forks spent the week fishing here. They were accompanied this time by the fifteen-year old son of one of their number who was recently lost. He found Woody Williams to be a very spry 96-year old. His inspiration for the Gold Star Families Memorial Project came from a time before he joined the Marines when he was a taxi driver tasked with delivering telegrams to families notifying them of their loved one's death in WWII.

Whenever the Mayor is asked by politicians what our community needs, his two go-to responses are more jobs in the timber industry and expanded broadband.

7. Adjournment
Motion to adjourn by Hillcar, second Weissenfels, motion carried. Meeting adjourned at 9:04 p.m.

Tim Fletcher, Mayor

Audrey Graffstrom, Clerk/Treasurer