

City of Forks
Council Meeting Minutes Regular Session
City Council Chambers
November 25, 2019 7:30 p.m.

PLEDGE OF ALLEGIANCE AND CALL TO ORDER

Attorney/Planner Fleck led the Pledge of Allegiance. Mayor Fletcher 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 Weissenfels, second Preston, motion carried.

PUBLIC COMMENTS

Mark Soderlind spoke as a representative of the mobile home parks. He feels that the decision to read only main meters at mobile home parks was a bad one. Further, the decision to charge a per-unit fee on top of main meter billing contradicts one of the main reasons for the change in billing, specifically the desire to stay off of private property. Public Works staff will still have to go onto park property to verify the number of units.

ACTION ITEMS

1. Motion to approve minutes of the Regular Meeting held November 12, 2019 by Weissenfels, second Hillcar, motion carried.

2. Motion to approve payroll checks 37579 through 37593 for \$61,681.16, and claim checks 37594 through 37625 and EFT 1119 for \$45,608.07 by Preston, second Soha, motion carried.

Council Member Hillcar is aware that the City helps with expenses related to Public Works employees maintaining their commercial driver's licenses (CDLs). He asked if paying for the training for the initial acquisition of an employee's CDL was normal policy. Public Works Director Hampton said that the Public Works crew needs another CDL-qualified employee to help with plowing the roads. It was noted that the cost of obtaining a CDL has greatly increased in recent years. The Mayor and staff considered and discussed the \$5,000 cost of CDL acquisition in great depth before making the decision to go ahead.

3. Motion to approve the October 2019 Treasurer's Report by Weissenfels, second Preston, motion carried.

4. 2020 Budget Hearing

Mayor Fletcher opened the 2020 Budget Hearing. No public comments were received. Mayor Fletcher closed the 2020 Budget Hearing.

5. Resolution #479 Adoption of 2020 to 2026 Capital Improvement Plan (CIP)

Attorney/Planner Fleck explained this resolution is to adopt recent changes to the CIP.

Motion to approve resolution #479 adopting the 2020 to 2026 Capital Facilities Improvement Plan by Soha, second Weissenfels, motion carried.

6. Resolution #480 Surplus Property

Clerk/Treasurer Grafstrom explained that a 2002 Saturn sedan and a 2006 Kawasaki all-terrain vehicle were seized by the Police Department and are eligible for surplus. Demolition and salvage of the mill at 1421 Russell Road, which was damaged in a fire is also included on the resolution.

Motion to approve resolution #480 for surplus property by Soha, second Preston, motion carried.

7. Supplemental Lease Agreement United States Coast Guard

Attorney/Planner Fleck stated that the U.S. Coast Guard (USCG) would like to place a fuel cache at Quillayute Airport. Upgrades are needed on the tanks at the Forks Airport.

Motion to approve the supplemental lease agreement with the USCG for space at the Quillayute Airport for their fuel cache by Hillcar, second Preston, motion carried.

DISCUSSION ITEMS

1. 3rd Quarter 2019 YTD Reports

The 3rd quarter 2019 profit and loss report was reviewed.

2. Implementation of HB 1406 State Shared Revenue for Affordable Housing

Attorney/Planner Fleck explained that councils may choose to retain a portion of local sales and use tax that goes to the State. However, the moneys retained must be used to invest in affordable housing. The City of Forks would qualify to retain just \$4,500 per year.

Council Member Weissenfels suggested that if the program were approved, the money could be disbursed to OlyCAP or some other entity that would distribute the funds.

Council Members Weissenfels and Preston are inclined to seek to retain the portion of local sales and use tax for disbursement to another entity. Council Member Hillcar doesn't feel that the time and effort required by the staff to realize \$4,500 a year is worthwhile. Council Member Soha requires more information to form an opinion either way.

3. Public Safety Sales Tax

Clerk/Treasurer Grafstrom received some information on the Public Safety Sales Tax from the Department of Revenue, but has not had a chance to plug numbers into their formula. Much is dependent on Clallam County imposing the Public Safety Sales Tax, which they have not done.

Council Member Hillcar did some research on the matter and found that the County gets 15% of any revenue the City receives from the Public Safety Sales Tax. One third of the remaining amount must be used for public safety, and the remaining two thirds can be used for any general government use. He feels that this increase in sales tax would be difficult to sell, especially given the amount residents must spend on transportation. The increase would impact residents as well as tourists.

Council Member Weissenfels feels that adding the Public Safety Sales Tax might make it possible for the police department to provide officers with a more competitive pay scale that would help staffing levels and in turn contribute to greater public safety.

Council Member Soha asked what it would cost to have the matter put on a ballot. He would like staff to put some information together for the newspaper to make the community aware of this option available to the City, and get an idea of what people think about it before going to the expense of putting it on a ballot. Attorney/Planner Fleck and Clerk/Treasurer Grafstrom agree the cost of adding it to a ballot would be around \$4,500.

Council Member Brager suggested that discussion of the possible revenue and feasibility of passing such a vote be continued at the next Council meeting.

4. Hazard Mitigation Plan

Attorney/Planner Fleck explained that the Clallam County hazard mitigation plan, which proposes projects designed to mitigate the effects of a major disaster, has proceeded to the State level for review. Prior to this, the City participated in the plan's development by reviewing it and providing input and suggestions for improving it. The plan will come back in the next couple of months, at which time the City will review the plan and then adopt the same plan for itself.

5. Council Member Reports

Council Member Hillcar shared an article from the Expedition Portal website titled, "Overlanding the Olympic Peninsula" and written by the editor of the website.

Residents are concerned that the windfall on the N-S runway at Quillayute Airport has deteriorated and is no longer stopping traffic, which is increasing.

Council Member Weissenfels She attended the Clallam Transit System meeting last Wednesday, but has nothing significant to report from the meeting.

6. Staff Reports

Public Works Director Hampton reported that the Transportation Improvement Board has approved the sidewalk project. The Calawah Way project was not approved.

Police Chief Rowley has one final offer of employment and is processing another candidate. He coached one of the powder puff teams playing in the Forks Community Hospital's third annual Turkey Bowl, held last Friday. He was also chosen to coach the Peninsula 12-U all-star little league football team, selected from players in Forks, Clallam Bay, Neah Bay, and Port Angeles. They will be playing the #16 team on

Saturday, November 30. Our community has made a very good showing with Quillayute Valley School District allowing the kids to practice on their field and local businesses donating money to pay for fuel to get the kids to practices held in Port Angeles and Joyce.

Attorney/Planner Fleck has been doing a lot of traveling attending Department of Natural Resources (DNR) meetings. The DNR will likely make its final decision on the marbled murrelet on December 3. The economic impact on junior taxing districts is estimated at between 20% and 47%. The DNR says they are considering funds to help mitigate economic impacts, but Attorney/Planner Fleck is not optimistic. As part of the settlement agreement for a lawsuit regarding DNR's sustained harvest calculation settled in 2006, all parties in the lawsuit are guaranteed at least one meeting with the DNR each year. Expecting a lawsuit over the DNR's marbled murrelet conservation plan, he intends to apply everything he learned from those meetings to similar meetings resulting from a future settlement agreement.

The William D. Ruckelshaus Center, a joint effort of Washington State University and the University of Washington, has done a study of hazard mitigation responses in rural areas. He attended a discussion with the study group and representatives from other nearby communities on plans and needs several days after a disaster and beyond.

7. Mayor's Report

Mayor Fletcher met with Cyrus Habib, Lieutenant Governor of Washington State this afternoon. Habib's focus is on rural economic development, and he is pushing the idea of an international presence that might help the local economy. He also presented an opportunity for the City to work with the Clallam County Economic Development Council, which would require a minor investment. The Mayor is looking forward to working with the Lieutenant Governor.

8. Closed Session was called from 8:40 p.m. to 8:45 p.m. to consider the position to be taken in collective bargaining.

9. ADJOURNMENT

Motion to adjourn by Soha, second Hillcar, motion carried. Meeting adjourned at 8:45 p.m.



Tim Fletcher, Mayor



Audrey Grafstrom, Clerk/Treasurer