PLEDGE OF ALLEGIANCE AND CALL TO ORDER
Public Works Director Hampton led the Pledge of Allegiance. Mayor Fletcher then called the meeting to order at 7:39 p.m.

ROLL CALL
Council members present: Soha [via speaker phone], Hillcar, Weissenfels, and Mayor Fletcher. Absent: Preston, and Brager. 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 Hillcar, motion carried.

PUBLIC COMMENTS
Lissy Andros, Chamber of Commerce Executive Director thanked the City for their support with the showing of “The Grinch” at the Rainforest Arts Center last Wednesday and Saturday. About 100 people attended on Wednesday. She invited everyone to stop by the Visitor Center tomorrow for cake to celebrate Stephenie Meyer’s birthday.

ACTION ITEMS
1. Motion to approve minutes of the Special Meeting held December 2, 2019 and the Regular Meeting held December 9, 2019 by Weissenfels, second Hillcar, motion carried.

2. Motion to approve payroll checks 37676 through 37691 for $62,820.25, and claim checks 37692 through 37734 and EFT 120519 for $66,738.15 by Hillcar, second Weissenfels, motion carried.

3. Motion to approve the November 2019 Treasurer’s Report by Hillcar second Weissenfels, motion carried.

4. Collective Bargaining Agreements
Attorney/Planner Fleck stated that the union voted to approve the contracts earlier today. He reviewed the revisions to the contracts, which include changes to the salary schedule, the shifting of positions within the salary scale, the addition of a uniform allowance, changes to vacation accrual with a cash out option once per year, and the addition of accidental death and dismemberment insurance.

   a. Motion to approve the Agreement by and between the City of Forks and Local Union No. 589 of the International Brotherhood of Teamsters, Sworn Officers, and authorize the mayor and staff to execute the same, by Weissenfels, second Hillcar, motion carried.
b. **Motion** to approve the Agreement by and between the City of Forks (Police Department) and Local Union No. 589 of the International Brotherhood of Teamsters, Uniformed Employees, and authorize the mayor and staff to execute the same, by Weissenfels, second Hillcar, motion carried.


Attorney/Planner Fleck reviewed Resolution No. 482 which calls for a 1% increase to the 12/31/19 salary schedule, establishing a base schedule, a 2.5% increase in 2021, and a 2% increase in 2023, subject to budgeting processes.

**Motion** to approve Resolution No. 482 establishing the base salary payroll schedule for 2020 with adjustments for the period of 2020, 2021, and 2023 by Hillcar, second Weissenfels, motion carried.


Attorney/Planner Fleck stated Resolution No. 483 would revise the vacation leave policy by adding an accrual of 18 hours per month upon 20 years of employment with a cash out option once per year.

**Motion** to approve Resolution No. 483 amending the policy and procedure manual for employees of the City of Forks regarding vacation leave by Weissenfels, second Hillcar, motion carried.

7. **Project Sponsor Change for Recreation & Conservation Office Projects 87-9041A Calawah River Access and 93-603D Calawah River Fishing Access**

Attorney/Planner Fleck explained that the City took over any and all responsibilities associated with the Calawah River boat ramp property in 1995. However, the project sponsor was never changed in the underlying grant agreements. The Washington Department of Fish and Wildlife and the City of Forks have requested that the project agreements for Recreation & Conservation Office (RCO) projects #87-9041A and #93-603D be transferred to the City of Forks. These requests have been approved by the State of Washington Recreation and Conservation Office.

**Motion** to authorize the mayor and staff to execute amendments to RCO project agreements #87-9041A and #93-603D by Hillcar, second Weissenfels, motion carried.

8. **1.0 and 0.75 MG Reservoir Recoating Project Final Acceptance**

Contractor T Bailey, Inc. has submitted Affidavits of Wages Paid for all subcontractors on the project, signifying its completion.

**Motion** to accept the 1.0 and 0.75 MG Reservoir Recoating Project as complete by Weissenfels, second Soha, motion carried.
DISCUSSION ITEMS
1. Council Member Reports
Council Member Hillcar stated he is looking forward to working with the two new council members. He also commended the city crew on their hard work even in the worst of weather.

Council Member Weissenfels attended the longest night service, which is now in its 26th year. The passing of I-976 has affected Clallam Transit System (CTS). The purchase of 10 vans has been deferred, but the purchase of 10 new big buses for regular routes and three 52-passenger buses to be used for the Route 123 Strait Shot has been approved. The structure of the Transit Board may be discussed at a composition conference with the possibility of a switch from two representatives per entity to one.

2. Staff Reports
Clerk/Treasurer Grafstrom reported Air Flo was the only company to respond to the request for bids on the jail’s HVAC system issued via MRSC Rosters. Most of the work was completed last Wednesday. Anderson Electric is the subcontractor. This will be her last meeting for a while as she will be on extended leave for a few months.

Police Chief Rowley attended the longest night service. He will be hosting a sober bar event at the VFW Hall on New Year’s Eve. There will be games and dancing, as well as food and non-alcoholic drinks. The two new police hires have started training with the Washington State Criminal Justice Training Commission, and are doing well.

Attorney/Planner Fleck attended another frustrating meeting with Department of Natural Resources (DNR) involving the Solutions Table, which is the group Commissioner of Public Lands Hilary Franz put together in accordance with HB 2285 to find ways to mitigate the impacts of the DNR’s marbled murrelet conservation strategy. There may be a Seattle Times article about those impacts from the perspective of timber trust beneficiaries released soon. 2020 is a census year, as well as the City’s 75th anniversary. He has been working with Olympic Graphic Arts on commemorative window clings to be handed out at the mayor’s State of the City address.

3. Mayor’s Report
The mayor thanked the city crew for replacing the community Christmas tree and for taking care of burned out street lights.

4. ADJOURNMENT
Motion to adjourn by Hillcar, second Weissenfels, motion carried. Meeting adjourned at 8:24 p.m.

Tim Fletcher, Mayor

Audrey Grafstrom, Clerk/Treasurer