

City of Forks
Council Meeting Minutes Regular Session
City Council Chambers
January 13, 2020

CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Mayor Fletcher called the meeting to order at 7:30 p.m. Council Member Gilstrap led the Pledge of Allegiance.

OATHS OF OFFICE

The **Oath of Office** was administered by District Court II Judge Erik Roher for Council Members Juanita Weissenfels, Position 1, Jeff Gingell, Position 4, and Mike Gilstrap, Position 5. Their terms will expire December 31, 2023.

ROLL CALL

Council members present: Gilstrap, Gingell, Soha, Hillcar, Weissenfels and Mayor Fletcher. Staff present: Simons, Deputy Clerk, Fleck, Attorney/Planner, Rowley, Police Chief and Hampton, Public Works Director.

MODIFICATIONS/APPROVAL OF AGENDA

Motion to approve the agenda as presented by Weissenfels, second Gingell, motion carried.

PUBLIC COMMENTS

There were no public comments.

ENTERPRISE PRESENTATION

Joe Hatcher, Sr. Account Executive for Enterprise Fleet Management explained the packet of information he had put together for the Council, as well as the advantages to entering into an equity lease through Enterprise.

ACTION ITEMS

1. Motion to approve minutes of the Regular Meeting held December 23, 2019 by Soha, second Hillcar, motion carried.

2. Motion to approve the claim checks numbered 37735 and 37753 through 37799 for \$132,956.52, payroll checks numbered 37736 through 37751 for \$114,924.22, manual claim check numbered 37752 for \$278.00, claim checks numbered 37800 through 37816 for \$34,021.97, and travel checks numbered 3564 through 3569 for \$620.48 by Soha, second Weissenfels, motion carried.

4. Clallam Transit System (CTS) Board Appointments

The 2020 CTS appointees were Council Members Weissenfels and Gingell with Mayor Fletcher as the alternate.

Motions to appoint Council Member Weissenfels and Council Member Gingell to the CTS Board with Mayor Fletcher as the alternate by Hillcar, second Gilstrap, motions carried.

5. Peninsula Regional Transportation Planning Organization (PRTPO) Appointments

Council Member Hillcar and Public Works Director Hampton were appointed as the 2020 PRTPO representatives with Council Member Gilstrap as alternate.

Motion to reappoint Council Member Hillcar and Public Works Director Hampton to the PRTPO and Council Member Gilstrap as the alternate by Soha. The motion was seconded and carried.

6. Meter Group, Inc. Lease for Quillayute Airport Space

Attorney/Planner Fleck explained that Meter Group, Inc. would like to place an array of meteorological reporting equipment at the Quillayute Airport. It would require very little space and does not require power.

Motion to authorize the mayor and staff to enter into the proposed license agreement with Meter Group, Inc. for placing weather reporting devices at the Quillayute Airport by Weissenfels, second Gilstrap, motion carried.

DISCUSSION ITEMS

1. Reports

The following reports were reviewed: 4th Quarter/YTD 2019 Sales Tax & Lodging Tax, 4th Quarter/YTD 2019 Building Permits, and 4th Quarter/YTD 2019 Jail Statistics.

2. Council Member Reports

Council Member Soha hopes to get the light on the radio tower working again sometime this week.

Council Member Hillcar reported on a bill that has been drafted by the State legislature to “repeal the requirement of having a discover pass to visit any state-owned land.” He further suggested that the City draft a letter of support to Senator Van De Wege.

Council Member Weissenfels praised Steven Gaydeski’s work at the animal shelter.

3. Staff Reports

Public Works Director Hampton reported that Steven Gaydeski is working on the roof and heater at the animal shelter. Steven also passed his CDL test, bringing the number of public works crew licensed to drive the snow plow to four. He has been working on the Campbell Pit emergency well project with Clerk/Treasurer Grafstrom and Attorney/Planner Fleck.

Police Chief Rowley said that approximately 46 people attended the sober bar at the VFW on New Year’s Eve. The two new police officers are still at the academy and doing well. He is still looking for corrections officers.

Attorney/Planner Fleck reported that the Campbell Pit emergency well project is out to bid until January 30, and the Department of Ecology recently inspected it. The engineers currently project a cost of around \$530,000. Some issues that came up with well testing as well as the cultural assessment were not included in the original estimate of around \$500,000. In addition to the unexpected issues, we are also on a rather tight deadline as all grant monies must be spent by March 31, 2020. He attended a meeting of the Clallam County Commissioners by phone regarding House Bill 1406, retaining a portion of sales tax for affordable and supportive housing.

There are currently three lawsuits against the Department of Natural Resources (DNR) regarding its marbled murrelet conservation strategy. He recently participated in a telephone DNR Solutions Table meeting. The Solutions Table was organized to help mitigate the effects of the DNR's marbled murrelet conservation strategy.

The orientation for new council members, held Saturday, January 4, went well. He reminded everyone to watch the Attorney General's videos on public open meetings and records if they haven't already. In addition, everyone should watch the 30-minute section on electronic records.

He attended the Economic Development Corporation's (EDC) dinner gala on Friday, January 10, as well as a phone meeting on the Washington Coast Economic Resiliency Conference, which is currently scheduled for May.

4. Mayor's Report

Mayor Fletcher attended the advancement ceremony at U.S. Coast Guard Station Quillayute River on Friday, January 10, and the kickoff meeting regarding improvements at Tillicum Park, including a new pickleball court to replace one of the old tennis courts.

5. ADJOURNMENT

Motion to adjourn by Soha. The motion was seconded and carried. Meeting adjourned at 8:33 p.m.


Ginger Simons, Deputy Clerk


Tim Fletcher, Mayor