

City of Forks  
Council Meeting Minutes Regular Session  
City Council Chambers  
May 11, 2020 7:30 p.m.

**PLEDGE OF ALLEGIANCE, AND CALL TO ORDER**

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

**ROLL CALL**

Council members present (meeting conducted via Zoom): Gilstrap, Gingell, Soha, Hillcar, Weissenfels, and Mayor Fletcher. Staff present: Grafstrom, Clerk/Treasurer, Fleck, Attorney/Planner, Rowley, Police Chief, and Hampton, Public Works Director.

**MODIFICATIONS/APPROVAL OF AGENDA**

Mayor Fletcher stated that he will review a proclamation commemorating National Emergency Medical Services Week during his report.

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

**PUBLIC COMMENT**

A written comment from Lissy Andros, Chamber of Commerce Executive Director regarding Visitor Center operations was read into the record.

A written comment from Mary Howell regarding visitors to our area was read into the record.

**ACTION ITEMS**

**1. Motion** to approve minutes of the Regular Meeting held April 27, 2020 by Gingell, second Soha, motion carried.

**2. Motion** to approve manual claim check numbered 38200 and EFTs numbered 032020 and 042020 for \$16,413.31, payroll checks numbered 38201 through 38216 for \$114,654.65, claim checks numbered 38217 through 38243 for \$88,887.79, and travel checks numbered 3580 through 3581 for \$214.00 by Weissenfels, second Soha, motion carried.

**3. Motion** to approve the March 2020 Treasurer's Report by Weissenfels, second Gingell, motion carried.

**4. Set Public Hearing Date for Gagnon/Soloman Annexation**

**Motion** to set the public hearing date for the Gagnon/Soloman annexation for June 8, 2020 by Gingell, second Hillcar, motion carried.

**5. Set Public Hearing Date for 2021 to 2026 Six-Year Street Plan**

**Motion** to set the public hearing date for the 2021 to 2026 Six Year Transportation Improvement Plan for June 8, 2020 by Weissenfels, second Soha, motion carried.

## **6. Department of Ecology Shoreline Master Plan Review Grant**

The Shorelands Shoreline Master Program Agreement between the Department of Ecology (DOE) and City of Forks requires the City to review its Shoreline Master Program (SMP). This review is paid for by a grant from DOE. The County and City have yet to adopt the SMP, but DOE still requires the City to review the plan every few years. Attorney/Planner Fleck and DOE staff have agreed that grant funds would be used to hire a consulting firm to work on the adoption ordinance and the agreement with Clallam County because we will adopt their plan rather than going through the long and expensive process of creating our own.

**Motion** to accept the Department of Ecology SMP review grant and authorize the mayor and staff to execute all necessary grant related documents by Weissenfels, second Hillcar, motion carried.

## **DISCUSSION ITEMS**

### **1. Funding for COVID-19 Mitigation**

Attorney/Planner Fleck reviewed the various types of funding available for COVID-19 mitigation efforts. He also discussed the eligible uses for those funds ranging from reimbursement for direct expenses to a business assistance program.

### **2. Council Member Reports**

**Council Member Gingell** feels that many of the Governor's orders may not be completely constitutional, and would like to see a letter or a resolution from the City to local law enforcement supporting their efforts to uphold the constitution.

**Council Member Soha** stated that he would support the resolution suggested by Council Member Gingell.

**Council Member Hillcar** also agreed that he would support such a resolution and has been disturbed by the recent trampling of our constitutional rights.

**Council Member Weissenfels** commented that according to the memo from the Washington Association of Prosecuting Attorneys regarding the Governor's emergency powers that the Governor has discretion on deciding limitations. She also reported that the local veterinarian is able to conduct spay and neuter services again and that Friends of Forks Animals is again taking appointments and can help those in need with getting their pets spayed or neutered.

### **3. Staff Reports**

**Clerk/Treasurer Grafstrom** reported that she has been busy keeping track of the various programs and funding sources for COVID-19 mitigation efforts. In addition, she has been working on getting caught up with the month-end process, helping with the Department of Ecology grant contracts, and completing the Annual Report to the State Auditor.

**Public Works Director Hampton** stated that his crew is returning to their normal 4/10 schedule this week. He has been working on the annual water consumer confidence report and the cross-connection report.

**Police Chief Rowley** reported that our two new recruits have finished Field Officer Training and have returned to the academy for four weeks to complete their training. He is currently working to fill positions in the jail. Chief Rowley asked Council Member Gingell if he thought the police officers were enforcing unconstitutional decrees. Council Member Gingell replied that he had no issue with the way local law enforcement was handling things, and that he'd heard only good reports from the community.

**Attorney/Planner Fleck** has been busy with meetings pertaining to COVID-19, which include City and County Emergency Operations Center (EOC) meetings and weekly meetings of the municipal attorneys' group. He participated in two presentations with Congressman Kilmer regarding legislative efforts for COVID-19. He has also been in contact with Washington Department of Fish and Wildlife regarding fishing openers, and the Forks Old Fashioned 4<sup>th</sup> of July Committee regarding events that can and cannot be held in compliance with the phases outlined by the governor.

#### **4. Mayor's Report**

Mayor Fletcher reviewed the proclamation commemorating May 17 through May 23 as National Emergency Medical Services Week. He reported that he has been participating in the EOC meetings. He felt it was a rough weekend for our community as we were bombarded with tourists even though there are seven signs between the Hood Canal bridge and the Highway 110 turn off stating that the ocean beaches are closed. He also commented that Lissy Andros was doing a good job discouraging tourists to visit at this time. He urged anyone with a health issue or concern to stay at home during these busy weekends.

#### **ADJOURNMENT**

**Motion** to adjourn by Soha, second Gingell, motion carried. Meeting adjourned at 8:20 p.m.



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Tim Fletcher, Mayor



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Audrey Grafstrom, Clerk/Treasurer