

City of Forks  
Council Meeting Minutes Regular Session  
City Council Chambers  
June 22, 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, and Mayor Fletcher. Absent: Weissenfels and Hillcar. Staff present: Grafstrom, Clerk/Treasurer, Fleck, Attorney/Planner, Rowley, Police Chief, and Hampton, Public Works Director.

**MODIFICATIONS/APPROVAL OF AGENDA**

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

**PUBLIC COMMENT**

Clerk/Treasurer Grafstrom read comments from Eric Lesch and Marcus Griffith regarding the events of Wednesday, June 3, as well as the Mayor's response to Mr. Griffith's comment. She also read a statement from Lissy Andros, Chamber of Commerce Executive Director detailing the assistance they are providing to businesses impacted by COVID-19. These comments have been incorporated into the June 22, 2020 Council packet.

**ACTION ITEMS**

**1. Motion** to approve minutes of the Regular Meeting held June 8, 2020 by Soha, second Gilstrap, motion carried.

**2. Motion** to approve payroll checks numbered 38332 through 38345 for \$70,008.16, and claim checks numbered 38346 through 38378 and EFTs numbered 62020, 062420, and 06112020 for \$33,617.48 by Gingell, second Soha, motion carried.

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

**DISCUSSION ITEMS**

**1. Establishment of City Council Liaisons for Quileute Tribe and Hoh Tribe**

Mayor Fletcher explained that he has been working on establishing liaisons between the Forks City Council and local groups, including the Quileute and Hoh Tribes. He would like council members to make themselves available as liaisons with the various groups in our community on a rotating basis. He further proposed that city staff work out the details for formal and permanent liaison positions and the proposal be presented to the various groups.

Council Members Gingell and Soha noted that they also recognize the importance of alliances that such liaisons would create in giving West End communities a louder voice on issues of concern, such as rural broadband.

Council offered a vote of affirmation for city staff to work on establishing liaison positions for council members with the Quileute Tribe and the Hoh Tribe.

## **2. Draft Resolution in Support of Constitution Week 2020**

Attorney/Planner Fleck explained that the draft presented to council represents an effort to incorporate ideas presented by Council Member Gingell for a resolution in support of law enforcement in a resolution regarding Constitution Week.

Council Member Gingell would like to see the ideas he presented better reflected in the resolution. Mayor Fletcher asked Council Member Gingell to draft the resolution he would like to see for the next meeting.

## **3. Utility Ratepayer Assistance Program**

Clerk/Treasurer Grafstrom reviewed the governor's proclamation regarding rate payer assistance and preservation of essential services. The proclamation extends existing prohibitions on disconnecting, refusing to reconnect, and charging late fees until the COVID-19 state of emergency is terminated or July 28, 2020. It further requires utilities to develop COVID-19 customer support programs, which must be reviewed and posted prominently on a public website by July 10, 2020. Per this proclamation, Attorney/Planner Fleck has been working with the City of Port Angeles, which is spearheading an application by the three cities in Clallam County for a Community Development Block Grant (CDBG) under COVID-19. The City of Forks has developed an application for assistance, but must now review the application to be sure that it meets the governor's requirements.

Attorney/Planner Fleck added that discussions with the Mobile Home Park Coalition have focused not only on utility assistance, but rent assistance as well. Utility assistance would come primarily from a federal source and could cover all or a portion of the utility debt of a tenant or owner that meets income requirements. The City of Forks has been allocated approximately \$25,000 from CDBG funds to put toward utility assistance for those who qualify—very low income, low income, or moderate income.

Clerk/Treasurer Grafstrom added that we would also be looking at CARES act funding for utility assistance.

## **4. Council Member Reports**

**Council Member Gingell** said that he missed the Clallam Transit Meeting held on June 17, 2020.

**Council Member Gilstrap** noted that wildlife is very active right now and warned everyone to be extremely cautious when driving.

## **5. Staff Reports**

**Police Chief Rowley** noted that this is a difficult time for law enforcement. He emphasized the fact that the Forks Police Department does not condone vigilantism, and hopes that those involved in the June 3 incident on the A Road have the courage to come forward and take responsibility. He went on to report that he is currently leading on-the-job training for the two new officers, looking for new corrections officers, and working to fill the jail with contract holds.

**Attorney/Planner Fleck** reported that the county commissioners today committed \$200,000 to the Economic Development Council (EDC) to put toward assistance in the form of a grant for Clallam County businesses. Further information should be coming in the next week or so. Another matter the county is considering is child care assistance, which is becoming more and more of a problem with limits on capacity in effect and school being out.

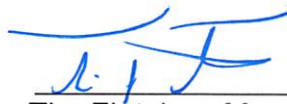
## **6. Mayor's Report**

Mayor Fletcher noted his appreciation for the council's support of his liaison plan, which he hopes will give the West End a stronger voice on important issues. He thanked the volunteers in the community, including council members, and encouraged community members to participate in volunteer activities.

He stated his support for law enforcement and corrections officers. He further stated that the City of Forks is against racism.

## **7. ADJOURNMENT**

**Motion** to adjourn by Soha, second Gilstrap, motion carried. Meeting adjourned at 8:08 p.m.



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Tim Fletcher, Mayor



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Audrey Grafstrom, Clerk/Treasurer