

City of Forks
Council Meeting Minutes Regular Session
City Council Chambers
July 27, 2020 7:30 p.m.

PLEDGE OF ALLEGIANCE, AND CALL TO ORDER

Council Member Weissenfels 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, Soha, Hillcar, Weissenfels, and Mayor Fletcher. Absent: Gingell. 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 Weissenfels, second Gilstrap, motion carried.

PUBLIC COMMENT

Clerk/Treasurer Grafstrom read a comment from Lissy Andros, Director Forks Chamber of Commerce regarding changes to the Forever Twilight in Forks Festival. The festival will transition from an in-person event to a virtual event due to the COVID-19 pandemic.

ACTION ITEMS

1. Motion to approve minutes of the Regular Meeting held July 13, 2020 by Soha, second Gilstrap, motion carried.

2. Motion to approve payroll checks numbered 38438 through 38452 for \$84,006.30, manual claim check EFT numbered 06182020 for \$54.00, and claim checks numbered 38453 through 38477 and EFTs as included for \$52,534.74 by Soha, second Weissenfels, motion carried.

3. Motion to approve the June 2020 Treasurer's Report by Hillcar, second Gilstrap, motion carried.

4. Resolution #490 Creating a City Liaison with the Hoh Tribe

Resolution #490 would initiate a long-term commitment for a member of the council to act as a liaison between the City and the Hoh Tribe.

Motion to approve Resolution #490 Creating a City Liaison with the Hoh Tribe by Weissenfels, second Soha, motion carried.

Motion to appoint Council Member Soha as the city liaison with the Quileute Nation per Resolution #489 passed July 13, 2020 by Soha, second Hillcar, motion carried.

The motion to appoint a city liaison with the Hoh Tribe was postponed until the entire council is in attendance.

5. Letter of Support for Clallam County Application to the Recreation & Conservation Office Grant for Olympic Discovery Trail Forks to La Push Connection

Council Member Hillcar suggested the letter be modified to specifically indicate that the 0.7-mile section of the ODT located within city limits is a multi-use (motorized/non-motorized) section.

Motion to approve the proposed letter of support (with modifications) for Clallam County's application to the Recreation & Conservation Office Grant for Olympic Discovery Trail Forks to La Push connection by Hillcar, second Gilstrap, motion carried.

DISCUSSION ITEMS

1. 2nd Quarter 2020 YTD Reports: Building Permits & Jail Statistics

Clerk/Treasurer Grafstrom introduced second quarter building permit and jail statistics reports. The City seems to be experiencing a relative building boom for single-family homes currently.

2. Council Member Reports

Council Member Gilstrap commented on the number of tourists he's seen lately, and has noticed that people do not seem to be following social distancing recommendations.

Council Member Weissenfels reported that she will be attending a meeting in Port Angeles tomorrow as part of a Clallam Transit System sub-committee that will be re-writing the general manager's evaluation form. The General Manager was recently granted a 6% cost-of-living adjustment that she did not vote for.

3. Staff Reports

Public Works Director Hampton stated that the major leak on Calawah Way and Fir Avenue has been repaired. They are waiting for things to dry out before making repairs to the road. Work on the well-house roof will begin this week, and the Public Works Department has added an asphalt roller to their inventory.

Council Member Weissenfels praised the new sign at City Hall and asked about water levels in the aftermath of the Calawah Way leak. Public Works Director Hampton said that he has not received any cautions from those checking water levels, but he will examine them. He believes levels are still good, and that we will start keeping a close eye on them later in August.

Police Chief Rowley reported that the jail has been maintaining a low population due to COVID-19 concerns, but he and Sergeant Lex Prose are currently looking at increasing the population and revenue stream. He reminds the community that there are a lot of motorcyclists on the road, and we want them to be safe.

Council Member Hillcar asked about the status of the new radar trailer. Police Chief Rowley responded that it had been sent off for repairs, but came back with more problems.

Attorney/Planner Fleck provided his report in writing due to technical difficulties. It was read aloud by the Mayor and incorporated into the July 27, 2020 packet.

Clerk/Treasurer Grafstrom reported that the City was reimbursed by the Washington State Criminal Justice Training Commission (WSCJTC) in the amount of \$23,000 (received on July 23, 2020) for overtime costs incurred while we had recruits at the WSCJTC. Such reimbursement is never guaranteed, so it was a welcome event.

She said that she has been working with the County Commissioners regarding a joint meeting. The joint meeting was originally scheduled for July, but could not take place due to COVID-19 restrictions. A November date is currently being considered.

She then noted that department heads will meet to update the capital facilities plan, and that the audit is ongoing. She thanked Council Member Weissenfels for participating in the entrance conference on July 22. She and Chief Rowley have been working on an order for cameras for Tillicum Park. Funding for them is available through the insurance company's loss prevention grant program.

4. Mayor's Report

Mayor Fletcher relayed a message from Melvin John (MJ) Ashue in response to a question posed earlier by Council Member Weissenfels that the Hoh tribal council currently meets every other week via Zoom. He also reiterated his appreciation for the way the local tribes assist and cooperate with the City of Forks. Real estate purchases and renovations by the Hoh Tribe have really improved the appearance of downtown.

ADJOURNMENT

Motion to adjourn by Weissenfels, second Gilstrap, motion carried. Meeting adjourned at 8:07 p.m.



Tim Fletcher, Mayor



Audrey Grafstrom, Clerk/Treasurer