

City of Forks
Council Meeting Minutes Regular Session
City Council Chambers
November 9, 2020 7:30 p.m.

PLEDGE OF ALLEGIANCE, AND CALL TO ORDER

Council Member Soha 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): Gingell, Gilstrap, 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

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

PUBLIC COMMENT

There was no public comment.

ACTION ITEMS

1. Motion to approve minutes of the Regular Meeting held October 26, 2020 by Gingell, second Weissenfels, motion carried.

2. Motion to approve manual claim check numbered 38825 for \$600.00, payroll checks numbered 38826 through 38842 for \$124,340.71, and claim checks numbered 38843 through 38870 and EFTs as included for \$37,582.01 by Soha, second Weissenfels, motion carried.

3. 2021 Budget Hearing

Mayor Fletcher opened the public hearing. There were no public comments. Mayor Fletcher closed the public hearing.

4. Revenue Sources/Property Taxes

a. Public Hearing

Mayor Fletcher opened the public hearing.

Clerk/Treasurer Grafstrom read the sources of revenue into the record. She then read a comment regarding property taxes from Lissy Andros asking the City Council *not* to raise property taxes in 2021.

Mayor Fletcher closed the public hearing.

b. Resolution #492 Regarding 2021 Property Tax Levy

Motion to approve Resolution #492 with a 0% increase in the 2021 regular property tax levy by Hillcar, second Soha, motion carried.

5. COVID-19 Business Assistance Program Applications

Clerk/Treasurer Grafstrom presented two proposals for allocation of COVID-19 CARES Act funds, one with which three applications would be denied for having failed to meet one or more requirements, and one with which all applications receive some amount of assistance.

Motion to authorize the Mayor and staff to implement Proposal B with regard to COVID-19 Business Assistance Program Applications by Hillcar, second Gilstrap, motion carried.

6. Contract with The Watershed Company for Adoption of Shoreline Management Plan
Attorney/Planner Fleck reviewed with Council the resolution previously passed by the City to adopt the County's Shoreline Management Plan as it relates to area streams and rivers. This will eliminate the need to create our own Shoreline Management Plan, processes, and board. We are, however, still responsible for the periodic reviews, at which time we can choose to continue with our adoption of the County's Shoreline Management Plan, or to create our own. To that end, he proposes contracting with The Watershed Company to review the SMP, create an ordinance, and a memorandum of understanding (MOU) with the County regarding the role of the City Planning Department in shoreline management issues. The cost of this contract is \$9,020 and will be funded by a grant from the Department of Ecology.

Motion to authorize the Mayor and staff to enter into a contract with The Watershed Company for \$9,020.00 for adoption of the County's Shoreline Master Program by Gilstrap, second Weissenfels, motion carried.

DISCUSSION ITEMS

1. Recommendation of Forks Planning Commission Regarding Definition of Duplex

Attorney/Planner Fleck directed Council to the memo and additional material included in the packet. The Planning Commission recommends amending the zoning code by adding "Dual Dwelling" and its definition to the Forks Municipal Code. His objective is to field questions on the matter and present an ordinance adopting the changes for Council's approval at the next meeting.

Council Member Soha said that the amendment would open up a lot of opportunities for people.

Council Member Hillcar asked for confirmation that "Dual Dwelling" is solely limited to two dwellings. Attorney/Planner Fleck confirmed that meaning, and will present an ordinance for Council's consideration at the next regular meeting.

2. Council Member Reports

Council Member Hillcar has received positive feedback regarding the speed sign in place coming into town at the north end. He would like to see the second one out and working as soon as possible.

3. Staff Reports

Public Works Director Hampton reported that a connection between the new well and the water main has been established, and they will be performing a pressure test, hopefully next week.

Police Chief Rowley reported that he has been addressing the issue of kids riding unlicensed motorcycles on the road by making contact with the kids themselves and speaking with parents. In-person parental response has been positive, but he is waiting to see if his discussions with them produce any actual results.

Attorney/Planner Fleck has completed legal continuing education requirements, and participated in a host of Zoom meetings on a variety of topics from salmon recovery to issues with COVID-19 relief.

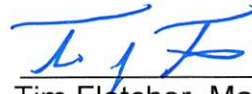
4. Mayor's Report

Mayor Fletcher participated in the ribbon-cutting ceremony for the railroad trail portion of the Olympic Discovery Trail (ODT). He considers it a spectacular addition to the Olympic Peninsula and the West End in particular. He is eager for the ODT to be extended to Forks and out to La Push.

5. Executive Session was called from 8:30 p.m. to 8:45 p.m. regarding legal risks of current or proposed action.

6. ADJOURNMENT

Motion to adjourn by Soha, second Gilstrap, motion carried. Meeting adjourned at 8:46 p.m.



Tim Fletcher, Mayor



Audrey Grafstrom, Clerk/Treasurer