

City of Forks
Council Meeting Minutes Regular Session
City Council Chambers
March 22, 2021 7:30 p.m.

PLEDGE OF ALLEGIANCE, AND CALL TO ORDER

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

ROLL CALL

Present in-person: Council Members Gingell, Soha, and Weissenfels, Mayor Fletcher, Clerk/Treasurer Grafstrom, and Attorney/Planner Fleck. Present via Zoom: Council Member Hillcar, Police Chief Rowley, and Public Works Director Hampton. Absent: Council Member Gilstrap.

MODIFICATIONS/APPROVAL OF AGENDA

Mayor Fletcher requested an executive session for 20 minutes be added to the agenda. The purpose of the executive session is to consult with legal counsel regarding litigation and to discuss consideration of the offering price for lease of real estate. Action is expected after the executive session.

Motion to approve the agenda with modification as stated by Soha, second Gingell, motion carried.

PUBLIC COMMENT

There was no public comment.

ACTION ITEMS

1. Motion to approve minutes of the Regular Meeting held March 8, 2021 by Weissenfels, second Soha, motion carried.

2. Motion to approve payroll checks numbered 39275 through 39288 for \$65,093.83, and claim checks numbered 39289 through 39324 and EFTs as included in the total amount of \$120,233.88 by Weissenfels, second Gingell, motion carried.

3. February 2021 Treasurer's Report

Motion to approve the February 2021 Treasurer's Report by Weissenfels, second Gingell, motion carried.

DISCUSSION ITEMS

1. Utilization of American Rescue Plan Act Funds

Attorney/Planner Fleck introduced a draft resolution on the allocation of American Rescue Plan Act (Act) funds. Improvements to the sewer treatment plant are a priority of the City. The City cannot afford a loan to undertake even a portion of the necessary improvements. These funds could also be put toward construction of another water tank on the far side of the Calawah River north of town. This would provide additional water capacity and storage, as well as ensuring long-term sustainable pressure, north of town. The resolution proposes applying a portion of Act funds toward engineering work for this project. The

funds could also be used to reimburse some of the hard costs associated with COVID-19.

2. Spartan to Blackberry Sidewalks Design

Public Works Director Hampton introduced materials from Jackson Civil consisting of a draft plan sheet for the areas along Spartan Avenue where the door ramps do not meet ADA standards (in front of the Post Office), as well as a rendering of an isometric view to help visualize the curb design for the City's approval.

Devin Jackson of Jackson Civil joined the meeting, providing a more technical explanation of the documents his company had provided. Discussion of a number of matters and issues ensued. He was most interested to hear how Council and staff feel about the curb reveal and a possible change to a single ADA access to reduce the curb reveal.

Council and staff determined that a meeting with the property owner and/or public is needed before any firm decision on the plan could be made.

3. Council Member Reports

Council Member Weissenfels asked about the new proposal for revenue sharing from trust lands. She would like more information about it.

Attorney/Planner Fleck said that he has been in meetings with the County about this, and has looked into it a little, but not in depth. The City's position has typically been that trust lands are working forests.

She reported that the bulk of the last Clallam Transit Board meeting was spent going over results of the recent survey conducted on behalf of Clallam Transit System (CTS). There were a lot of requests for expanded service, especially to Hurricane Ridge, the Sol Duc Resort, the Dungeness Audubon Center/Railroad Bridge Park, and Rialto Beach, but ridership is down 40–60% due to COVID-19. Hopefully this will improve once the pandemic has passed, but any such expansion would be extremely expensive. One possible source of revenue is an increase in the portion of sales tax allocated to CTS. It was suggested that a rate increase could be targeted specifically for recreational destinations.

4. Staff Reports

Clerk/Treasurer Grafstrom

Clerk/Treasurer Grafstrom stated that she had put in a technical assistance request with the Infrastructure Assistance Coordinating Council regarding funding options for wastewater treatment facility improvements. A team meeting will be held tomorrow (March 23) at 3:00 p.m. She also directed Council to the City of Forks Project Matrix in the notebook. This matrix is a rough list of projects in various stages of completion. The department heads and the mayor meet monthly to collaborate and report progress. She included the matrix to give Council an idea of some of the things staff is dealing with on a daily basis.

Public Works Director Hampton

Public Works Director Hampton reported that he has resubmitted the application for a Surface Transportation Block Grant (STBG) for the Bogachiel Way project. It is currently being reviewed by the County Commissioners. He is now working on getting an

engineering estimate and gathering all the paperwork required by Washington State Department of Transportation (WSDOT), which is our County Lead Agency.

His crew has installed a number of new water services. They don't have any cold patch to finish up the repair on E Street until the end of the week. He is hoping the fill will settle, and that they can add to it before applying the cold patch.

Police Chief Rowley

Police Chief Rowley noted that one officer has left the police department to join the Army, and another has taken a job in Oklahoma, again leaving us short staffed. He also reported a slight decline in kids riding motorcycles recklessly on public roads.

Attorney/Planner Fleck

Attorney/Planner Fleck directed Council and staff to the Request for Qualifications from professionals qualified to provide airport master planning update services for the Quillayute Airport included in their notebooks. This update will be funded by a Federal Aviation Administration (FAA) grant, and once completed, will be in effect for the next 20 years. He has also been dealing with land-use issues on an almost daily basis. He's had several calls with the Department of Natural Resources regarding land trust matters, and has been working on the next COVID-19 vaccination clinic, which will be held this weekend.

5. Mayor's Report

Mayor Fletcher said that he had also attended the CTS board meeting. He was intrigued by the recreational component of CTS operations. Routes, even limited to the weekend, to some of the county's popular recreation areas would be a great relief to the amount of traffic and the number of cars parked in and around designated parking lots/areas, especially at first and second beach, and Rialto. He would also like to work with the CTS board on adjusting the schedule to better accommodate those working earlier shifts.

6. Executive Session was called from 8:40 p.m. to 9:00 p.m. to consult with legal counsel regarding litigation and to discuss consideration of the offering price for sale or lease of real estate. Action is expected.

7. Motion to authorize the Mayor and staff to negotiate and execute assignment of an existing leasehold on terms substantially similar to and no less favorable to the City than the existing lease by Soha, second Weissenfels, motion carried.

8. ADJOURNMENT

Motion to adjourn by Soha, second Gingell, motion carried. Meeting adjourned at 9:02 p.m.


Audrey Grafstrom, Clerk/Treasurer


Tim Fletcher, Mayor