

City of Forks
Council Meeting Minutes Regular Session
City Council Chambers
August 23, 2021 7:30 p.m.

PLEDGE OF ALLEGIANCE, AND CALL TO ORDER

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

ROLL CALL

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

MODIFICATIONS/APPROVAL OF AGENDA

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

PUBLIC COMMENT

There was no public comment.

ACTION ITEMS

1. Motion to approve minutes of the Regular Meeting held August 9, 2021 by Gilstrap, second Gingell, motion carried.

2. Motion to approve payroll checks numbered 39767 through 39781 for \$68,461.08, and claim checks numbered 39782 through 39798 and EFTs as included in the total amount of \$50,899.26 by Soha, second Gilstrap, motion carried.

3. July 2021 Treasurer's Report

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

4. 2022 Budget Calendar

Motion to approve the 2022 Budget Calendar as presented by Weissenfels, second Soha, motion carried.

5. Letter of Recommendation to State Redistricting Commission

Attorney/Planner Fleck explained that the State is currently in the process of redrawing political boundaries due to the 2020 Census. The proposed letter offers the City's suggestions for redistricting during the public comment period, which ends in the third week of September.

Motion to authorize the Mayor and staff to sign a joint letter, or send a standalone letter of recommendation to the State Redistricting Commission by Weissenfels, second Gingell, motion carried 3-1 with Soha against.

6. Water System Late-Comer's Agreement

Attorney/Planner Fleck said that Cody and Jessi Wilson have paid to have the water main extended to their property in the Palmer tracts, and would like anyone who subsequently

taps into the main to pay a pro-rated portion of the cost of the extension. The agreement would be effective for fifteen years plus a five-year extension.

Motion to authorize the Mayor and staff to enter into the Developer Reimbursement Agreement with Cody and Jessi Wilson for tax ID parcel 132803129000 by Gingell, second Soha, motion carried.

7. Temporary Change in Status for Ongoing Emergency Services

Motion to approve the temporary change in status for Police Chief Rowley by Soha, second Gilstrap, motion carried.

DISCUSSION ITEMS

1. Quillayute Airport Update

Attorney/Planner Fleck explained that the grant for the Quillayute Airport Master Plan Update was approved. He met with the consultants August 18th. Today he received notice that creation of a database of Airport GIS aerial and ground surveys to which the Federal Aviation Administration will have access is scheduled to begin soon. Work on both the Master Plan and future instrument approach is also slated to begin soon. Going forward, he will have regular meetings with the consulting firm once every two or three weeks.

In addition, the University of Washington will be doing some seismic testing at Quillayute Airport to try to answer some questions raised with previous testing associated with the predicted Cascadia Rising event.

2. Spartan to Blackberry Sidewalks Update

Clerk/Treasurer Grafstrom directed Council to the punch list from the final walk-through with the contractor. She said several sections of the sidewalk in front of the post office do not meet ADA standards and will have to be torn up and redone. The changes must be made and will not result in additional cost to the City. It was determined that an employee of Interwest Construction, Inc. used degrees instead of percent slope on their "smart" level as the cause of the discrepancy.

3. Project Matrix Update

Clerk/Treasurer Grafstrom explained updates to the current project matrix. A few projects, including the Spartan to Blackberry Sidewalks and the sports courts projects, have not been completed as expected due to problems discovered with final inspections. Some projects, however, have been recently completed.

4. Council Member Reports

No reports were given.

5. Staff Reports

Clerk/Treasurer Grafstrom reported she is finishing up the 2020 audit, City staff is temporarily down one person, but others are filling in as needed, and there are no fewer than four grants open for the Quillayute Airport.

Police Chief Rowley said issues with the radar trailer on Calawah Way have been resolved.

Attorney/Planner Fleck said that in addition to the matters he talked about earlier, he has been working on several land use inquiries and permits in recent weeks.

6. Mayor's Report

Mayor Fletcher said that our community needs to work together in these difficult times. That should be what sets us apart from other communities.

7. ADJOURNMENT

Motion to adjourn by Gingell, second Gilstrap, motion carried. Meeting adjourned at 7:59 p.m.



Audrey Grafstrom, Clerk/Treasurer



Tim Fletcher, Mayor