

City of Forks  
Council Meeting Minutes Regular Session  
City Council Chambers  
July 11, 2022 7:30 p.m.

**PLEDGE OF ALLEGIANCE, AND CALL TO ORDER**

Mayor *Pro Tem* Weissenfels led the Pledge of Allegiance and then called the meeting to order at 7:30 p.m.

**ROLL CALL**

Council members present: Gingell, Soha, and Weissenfels. Absent: Gilstrap and Wood. 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 Gingell, second Soha, motion carried.

**PUBLIC COMMENT**

David, who did not give his last name, said he is concerned about renters in the Rainforest Estates mobile home park being kicked out of their homes through no fault of their own, and unregulated hotels being operated within the park.

Teresa Staley, a tenant in Rainforest Estates, said the tenants of Rainforest Estates have exhausted all legal options, and now have no choice other than to move to the Castle Rock mobile home park.

**ACTION ITEMS**

**1. Motion** to approve minutes of the Regular Meeting held July 27, 2022 by Gingell, second Soha, motion carried.

**2. Motion** to approve payroll checks numbered 40772 through 40787 in the amount of \$122,532.56, claim checks numbered 40788 through 40824 and EFTs as included in the total amount of \$79,824.09, and travel checks numbered 3611 through 3612 in the amount of \$408.49 by Soha, second Gingell, motion carried.

**DISCUSSION ITEMS**

**1. Reports**

The following reports were reviewed: 2<sup>nd</sup> Quarter YTD 2022 building permits, 2<sup>nd</sup> Quarter YTD 2022 sales & lodging tax receipts, and 2<sup>nd</sup> Quarter YTD 2022 Visitor Information Center statistics.

**2. Council Member Reports**

**Council Member Soha** said he enjoyed the 4<sup>th</sup> of July festivities.

### **3. Staff Reports**

**Clerk/Treasurer Grafstrom** reported that she, Public Works Director Hampton, and Attorney/Planner Fleck continue to work with FEMA to secure funding for projects to repair damages caused by the November 2021 flood event. She said working with FEMA has been very frustrating because the City is handed off to a new representative every few weeks, and the current representative is taking over from scratch from the previous rep who is no longer with FEMA. She listed some of the projects for which the City is requesting funding as water conveyances at the end of East Division Street, at Campbell's Pit, and two smaller projects between the two. All of these projects will require engineering.

She said a request for qualifications (RFQ) had been issued for an on-call engineer. The deadline for that has passed and the next step is to score statements of qualifications received and decide on a firm. She also said the deadline for the Wastewater Treatment Facility Improvements—Engineering Services RFQ was extended to July 15.

She then reported that the Public Works Toyota Tacoma that was stolen has been repaired and returned to service. Repair costs and replacement costs for stolen tools and equipment will be submitted as a claim to the RMSA pool.

**Public Works Director Hampton** said the public works crew worked hard over the 4<sup>th</sup> of July weekend and did a great job, and that he and Chief Rowley had resolved some traffic issues and will apply the same methods next year. Since the 4<sup>th</sup> of July, his crew has been working on clearing culverts and ditches, and repairing water leaks. Finally, he said there are a number of projects coming up and that he is preparing to issue an invitation for bids to repair and remodel restrooms in Tillicum Park and at City Hall.

**Police Chief Rowley** reported a much higher jail population than the City has seen in several years. 14 inmates from Clallam County were recently received for hold, raising the population to more than 30. He also said he continues to work on staffing the Police Department and Jail, and that Blair Hill will complete training with the Basic Law Enforcement Academy in August. She will then have a minimum 90 days of on-the-job training before she becomes a full-fledged officer with the Police Department.

**Attorney/Planner Fleck** said he returned from his vacation just in time for the 4<sup>th</sup> of July celebration. He complimented the public works crew and police department on their work over the long weekend, as well as Nerissa Davis for all the work she did for the 4<sup>th</sup> of July Committee while he was on vacation. He said receipts from the demolition derby were over \$30,000, all of which goes to the 4<sup>th</sup> of July Committee.

He then reminded Council that 300 bicyclists with Bicycle Rides Northwest will be in Tillicum Park from Wednesday afternoon through Friday morning. They will host a concert in the park that will be open to the public on Thursday evening.

**4. ADJOURNMENT**

**Motion** to adjourn by Soha, second Gingell, motion carried. Meeting adjourned at 7:55 p.m.

  
Juanita Weissenfels, Mayor *Pro Tem*

  
Audrey Grafstrom, Clerk/Treasurer