

City of Forks
Council Meeting Minutes Regular Session
City Council Chambers
June 13, 2022 7:30 p.m.

PLEDGE OF ALLEGIANCE, AND CALL TO ORDER

Mayor Fletcher led the Pledge of Allegiance and then called the meeting to order at 7:31 p.m.

ROLL CALL

Council members present: Gilstrap, Gingell, Soha, Wood, Weissenfels, and Mayor Fletcher. Staff present: Grafstrom, Clerk/Treasurer, Fleck, Attorney/Planner, Rowley, Police Chief, and Hampton, Public Works Director.

MODIFICATIONS/APPROVAL OF AGENDA

Mayor Fletcher requested that the agenda be modified to include an executive session of 15 minutes to discuss current litigation. Action is expected.

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

PUBLIC COMMENT

Lissy Andros, Director, Forks Chamber of Commerce said she's been standing on the sidewalk outside the Forever Twilight Collection the past few weekends and has noticed how vibrant downtown has been. She thinks the Sasquatch store is making a great difference. One visitor told her they thought downtown Forks was much better than downtown Port Angeles.

ACTION ITEMS

1. Motion to approve minutes of the Regular Meeting held May 23, 2022 by Wood, second Weissenfels, motion carried 4-0 with Gilstrap abstaining.

2. Motion to approve manual check numbered 40678 in the amount of \$12,471.74, payroll checks numbered 40679 through 40694 in the amount of \$126,353.68, claim checks numbered 40695 through 40731 and EFTs as included in the total amount of \$77,281.84, and travel check numbered 3610 in the amount of \$314.25 by Gingell, second Gilstrap, motion carried.

3. April 2022 Treasurer's Report

Clerk/Treasurer Grafstrom reviewed the report, drawing Council's attention to recent donations to the Police Department by the Far West Motel and the Town Motel.

Motion to approve the April 2022 Treasurer's Report by Soha, second Gingell, motion carried.

4. Interfor Lease Assignment

Attorney/Planner Fleck explained the proposed Industrial Park lease assignment.

Motion to approve transfer of the lease assignment by Interfor U.S., Inc. to Sustainable Green Team Ltd. for the City's Industrial Park parcels 132932-401100, 132932-401200, 132932-401300, and 132932-401400, by Soha, second Wood, motion carried.

Motion to authorize the Mayor and staff to execute documents related to the assignment by Soha, second Gilstrap, motion carried.

5. Extension of Change in Status for Ongoing Emergency Services

Motion to extend the temporary change in status for Police Chief Rowley for an additional six months, or less if staffing issues are modified sooner, by Soha, second Gingell, motion carried.

DISCUSSION ITEMS

1. Council Member Reports

Council Member Weissenfels thanked Public Works Director Hampton and his crew for patching the road in front of her house.

Council Member Soha said he had recently visited the industrial side of Seattle and was very glad that he lives here on the West End of the Olympic Peninsula.

2. Staff Reports

Clerk/Treasurer Grafstrom reported a remote leasehold excise tax audit taking place over the last six months revealed the City had charged leasehold excise tax to a government entity. (Government entities are exempt from leasehold excise tax.) Otherwise, the audit went very well.

Public Works Director Hampton said the public works crew had successfully used the asphalt trailer to patch several problem areas around town, and that the work went smoothly. He then reported Nick Dias has completed his CDL training, and thanks to the scholarships he applied for and received, the City only had to pay for his time while taking the class and travel costs for the testing. He also reported the City has been awarded a crack-sealing grant from the Transportation Improvement Board. The bid accepted for the project is \$115,000. The engineer's estimate was \$90,000. This grant does require a small local match of just \$5,800. He went on to say the new generator has been delivered. He and his crew are tearing down the building around the old generator, removing the old generator, and pouring the concrete pad for the new generator. He has been in touch with the electrician who will connect it to the building.

Police Chief Rowley said the PD continues to make more contact with mentally ill individuals than ever before. He then reported having confiscated 249 fentanyl pills, 30 grams of what he believes to be fentanyl powder, and several grams of methamphetamine over the past two weeks. He again asked that Council Members and the community make their thoughts regarding drug laws known to legislators.

In response to a question from Council Member Weissenfels, he reported local law enforcement regularly holds active shooter drills with our schools. He said that when an incident that turned out to be a prank occurred at the high school approximately two

months ago, he was the first to respond and arrived at the school about 15 seconds after the call came over his radio. Thirteen officers, some of whom were off duty, from various local agencies were on scene within five minutes of the call.

Attorney/Planner Fleck said he has been fielding a large number of land use and vacation rental inquiries. He reminded Council of some of the regulations and requirements that had been adopted through City ordinances regarding vacation rentals, such as a conditional use permit. He then reported having participated in the Board of Natural Resources meeting where several issues were discussed, and that he will be in a similar meeting tomorrow. He also attended the second meeting of the Housing Solutions Committee. He said the last major multi-family housing project in Forks was Catherine of Siena approximately 12 years ago. He noted there are many issues contributing to the housing shortage in Clallam County.

3. Mayor's Report

Mayor Fletcher said he attended the Memorial Day ceremony and that Attorney/Planner Fleck and Council Member Weissenfels also attended. He went on to say he was pleased by the show of support for our veterans by City representatives.

4. Executive Session was called from 8:10 to 8:25 to discuss current litigation.

Motion to authorize the Mayor and staff to complete documents associated with the settlement of the City's participation in litigation filed in Skagit County Superior Court Cause No. 19-2-01469-29 and Thurston County Superior Court Cause No. 20-2-01653-34 by Gingell, second Gilstrap, motion carried.

5. ADJOURNMENT

Motion to adjourn by Soha, second Gilstrap, motion carried. Meeting adjourned at 8:26 p.m.



Tim Fletcher, Mayor



Audrey Grafstrom, Clerk/Treasurer