

City of Forks
Council Meeting Minutes Regular Session
City Council Chambers
January 25, 2021 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, Soha, Hillcar, Weissenfels [arrived at 7:36 p.m.], and Mayor Fletcher. Absent: Gilstrap. Staff present: Grafstrom, Clerk/Treasurer, Fleck, Attorney/Planner, and Hampton, Public Works Director. Absent: Rowley, Police Chief.

MODIFICATIONS/APPROVAL OF AGENDA

Motion to approve the agenda as presented by Gingell, second Hillcar, motion carried 3-0.

PUBLIC COMMENT

There was no public comment.

ACTION ITEMS

1. Motion to approve minutes of the Regular Meeting held January 11, 2020 by Soha, second Hillcar, motion carried 3-0.

2. Motion to approve payroll checks numbered 39093 through 39106 for \$67,654.34, 13th period claim checks numbered 39107 through 39123 and EFTs as included in the total amount of \$71,588.74, and claim checks numbered 39124 through 39136 and EFTs as included in the total amount of \$259,870.76 by Soha, second Hillcar, motion carried 4-0.

3. December 2020 Treasurer's Report

Motion to approve the December 2020 Treasurer's Report by Gingell, second Weissenfels, motion carried.

4. Peterson Annexation

Mayor Fletcher opened the public hearing.

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

Motion to approve the Peterson Annexation Ordinance #652 annexing property belonging to Wilma Peterson into the City of Forks by Weissenfels, second Gingell, motion carried.

5. Clallam Transit System (CTS) Board Appointments

The 2020 CTS appointees were Council Member Weissenfels and Council Member Gingell with Mayor Fletcher as the alternate. Council Member Weissenfels was appointed to the CTS board at the January 11, 2021 meeting.

Motion to appoint Mayor Fletcher as the City's second representative to the 2021 CTS Board with Council Member Gingell as the alternate by Weissenfels, second Soha, motion carried.

DISCUSSION ITEMS

1. 4th Quarter 2020 YTD Reports: Jail Statistics

Clerk/Treasurer Grafstrom noted that 4th quarter 2020 jail statistics were representative of the many COVID-19 restrictions implemented during that time.

2. 2020 Budget Amendment Ordinance

The two main amendments implemented by the ordinance reflect timing issues associated with the USDA loan and bond for the water tank rehab project and for the Quillayute Airport pavement maintenance project funded by the FAA between the 2019 and 2020 budgets. The Department of Commerce's COVID-19 business assistance grant has also been added. The only item added without an offsetting revenue is the \$155,000 in additional funds needed to complete the emergency/drought relief well (well #6). The ordinance will be presented for approval and adoption at the next Council meeting.

3. Council Member Reports

Council Member Soha reported having a short discussion with Doug Woodruff, Chairman of the Quileute Tribal Council. The tribe received its first round of the COVID-19 vaccine, and is expecting the second in the next couple of weeks. If things go well, they're hoping to open La Push to the public in the spring. Soha hopes to get a meeting with the Tribal Council scheduled in the next few weeks.

He recently spoke with the Pacific Coast Salmon Coalition about their use of the City's Highway 101 property. He is interested in creating a makers' space. One individual particularly interested in such a space is Martin Dillon, who did the bronze casting for plaques at Tillicum Park and elsewhere.

He noted that there seems to be a lot of current and potential residential building, but the issue that keeps coming up is the sewer system. He is very interested in working on plans to expand both the sewer and the City.

Council Member Hillcar has also spoken with an individual who is very interested in residential development and infrastructure upgrades to help address the severe lack of housing in Forks. He's hoping that Council will have the opportunity to review the Comprehensive Plan and possibilities for expansion again in the near future.

Council Member Weissenfels attended the January Clallam Transit System (CTS) Board meeting. CTS has hired a company to do a study on ridership, community engagement, and so on. They have already made some recommendations to increase efficiency and financial stability. CTS will be receiving approximately \$4,000,000 in CRSSAA funds that can be used for operating costs, administrative leave, and capital purchases. The State has a six-year, \$26.7-billion plan for transportation funding, but it would be funded with an \$0.18 tax on gasoline, a \$0.03 tax on diesel, and a 1% tax on rental cars.

She volunteered at the vaccination clinic on both Friday and Saturday this past weekend. She was surprised by the number of people from Port Angeles and Sequim, and even one couple from as far away as Maine. All those she interacted with commented on how well everything was organized, and all were very appreciative.

4. Staff Reports

Clerk/Treasurer Grafstrom addressed comments regarding the sewer system. The first step is to ensure redundancy of equipment at the wastewater treatment plant. There are still a number of vacant lots within the sewer district that could be developed and added to the system. The City is obliged to ensure that the sewer system has the capacity to support such future development. Once that redundancy is achieved, the next step would be to expand the sewer district itself. Department heads have had discussions regarding expansion, and there are funds available through the Community Economic Revitalization Board (CERB) and planning grants.

Some discussion of sewer expansion amongst Clerk/Treasurer Grafstrom, Public Works Director Hampton, Attorney/Planner Fleck, and Council ensued.

Public Works Director Hampton added to the sewer discussion. There is currently no equipment redundancy at the wastewater treatment plant. As Clerk/Treasurer Grafstrom stated, once that redundancy has been achieved, then work can begin on expanding the sewer district.

Attorney/Planner Fleck contributed to the sewer discussion by reminding Council that sewer expansion was already included in the Sewer Comprehensive Plan, and that the cost of expansion into neighborhoods not currently included in the sewer district is into the tens of millions, beyond the million or so dollars it would cost to achieve the necessary equipment redundancy at the wastewater treatment plant. He suggests scheduling some time at an upcoming meeting to review and discuss current plans.

He reported that his main focus for the past ten days has been the organization and operation of the COVID-19 vaccination clinics. While some of those who attended and were vaccinated were not West End residents, the huge majority were. 1,170 people have been vaccinated over roughly 20 hours in Forks. Volunteer support from the community, Forks Community Hospital, Coast Guard Station Quillayute River, local tribes, Quillayute Valley School District, and so on has been amazing. The next vaccination clinic in Forks will be Friday, February 5 and Saturday, February 6. It has been noted that the local Hispanic population has not been well represented at the clinics, so the EOC planning group is working on outreach to that segment of our community.

He has been fielding a lot of land use questions over the past week and a half. The Washington State Association of Municipal Attorneys held their legislative committee meeting, of which he is the Chair, last week, and he attended a meeting of the North Olympic Legislative Alliance.

5. Mayor's Report

Mayor Fletcher observed the vaccination clinics held the past two weekends and found them to be well-organized and smooth-running, and looks forward to hearing feedback from those involved.

6. ADJOURNMENT

Motion to adjourn by Soha, second Hillcar, motion carried. Meeting adjourned at 8:24 p.m.



Tim Fletcher, Mayor



Audrey Grafstrom, Clerk/Treasurer