

City of Forks
Council Meeting Minutes Regular Session
City Council Chambers
April 12, 2021 7:30 p.m.

PLEDGE OF ALLEGIANCE, AND CALL TO ORDER

Council Member Weissenfels 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 Members Hillcar and Gilstrap, Police Chief Rowley, and Public Works Director Hampton.

MODIFICATIONS/APPROVAL OF AGENDA

Motion to approve the agenda as presented by Soha, second Weissenfels, motion carried.

PUBLIC COMMENT

There was no public comment.

PROCLAMATION

Mayor Fletcher read the proclamation declaring May 2–8, 2021 Youth Week in the City of Forks, reaffirming the dedication of the City of Forks, in conjunction with Forks Elks Lodge 2524, to the youth of our community.

ACTION ITEMS

1. Motion to approve minutes of the Regular Meeting held March 22, 2021 by Gingell, second Weissenfels, motion carried.

2. Motion to approve payroll checks numbered 39325 through 39340 for \$119,126.06, and claim checks numbered 39341 through 39384 and EFTs as included in the total amount of \$109,243.59 by Weissenfels, second Soha, motion carried 4-0 with Hillcar abstaining.

3. Resolution #496 Utilization of American Rescue Plan Act Funds for Improving City Infrastructure

Motion to approve Resolution #496 Utilization of American Rescue Plan Act Funds for Improving City Infrastructure by Gingell, second Weissenfels, motion carried.

4. City Hall Backup Generator Purchase

Clerk/Treasurer Grafstrom directed Council Members to their packets which included three generator estimates and a chart of historical figures for the Capital Improvement Fund.

Public Works Director Hampton explained that the current generator shuts down every five minutes when running. One of the reasons the Double D Electrical quote is so high is that it is for a diesel Cummins generator, and it includes a connector that supports

connection of our trailer generator should the new generator fail for some reason. He prefers diesel over propane due to local availability of diesel in an emergency.

Council Member Hillcar agreed on the issue of fuel, and feels that both Generac and Cummins models should be considered. Council Member Gingell suggested tabling a decision on the generator purchase until more quotes can be acquired.

Motion to table authorizing the Mayor and staff to proceed with the purchase of a backup generator for City Hall to the April 26, 2021 regular meeting by Gingell, second Gilstrap, motion carried.

DISCUSSION ITEMS

1. 2018 International Building Codes Ordinance

Attorney/Planner Fleck introduced a draft of the proposed ordinance adopting codes associated with building and construction. He proposed taking action on this ordinance at the next meeting, and having new building codes go into effect on July 1, 2021. There was some discussion regarding the fact that the international building code will again be updated in 2021 to go into effect in 2022, and why Council couldn't wait until then to pass this sort of ordinance. Attorney/Planner Fleck explained to Council that several cities have tried that, but it is not the proper course of action.

2. Council Member Reports

Council Member Gilstrap reported that work on the Clearwater bridges south of town should be finishing soon, and that there has been an increase in traffic with tourists starting to visit our area.

Council Member Hillcar said he was sorry to hear that our newest speed sign had been damaged and hopes it will be back in service soon.

Council Member Weissenfels reported having volunteered at the last COVID-19 vaccination clinic.

3. Staff Reports

Clerk/Treasurer Grafstrom reported that a new server for the City's financial software had been installed, allowing for the addition of a new backflow module to our existing software suite. The hope is that this will lead to better backflow compliance. She and Attorney/Planner Fleck attended last week's Chamber of Commerce meeting in which Congressman Derek Kilmer participated to discuss the City's appropriations request for the sewer system, and helped facilitate the sidewalk design meeting, where a few changes were presented, mostly to the ADA entrance. The auction of surplus vehicles and mill demolition went live on April 8 and will close at 3:00 p.m. April 15. At the end of the meeting, she directed Council to the Building Permit Report, and sales and lodging tax comparisons in their packets. Construction of single-family residences remains strong, and lodging tax remains higher than in previous years.

Public Works Director Hampton reported that his crew is busy installing new water lines and services, and responding to water-line breaks. One line will probably need to be replaced completely. He thought the sidewalk design meeting went well. It was not well

attended, but those who did seemed to generally like the design. A lot of new houses are currently in the works.

Police Chief Rowley reported that a car hit the radar (speed) trailer sometime early Sunday morning. The police department does have a possible suspect, and they are assessing the damage so that it can be returned to service as soon as possible. The police department is again short staffed with two officers having left the area, but a new corrections officer has been hired. The new patrol office at the Transit Center is almost operational.

Council Member Weissenfels asked whether the City had paid for training of either of the two police officers who quit. Police Chief Rowley said that we had paid to train one of them and that the officer had committed to three years with Forks Police Department. His only recourse, however, was to notify his new employer that he had failed to fulfill his commitment. No legal action can be taken, and there is no way to recoup training expenses.

Attorney/Planner Fleck directed Council and staff to the letter from the Department of Ecology regarding the County's shoreline management plan included in their packets. The County should be adopting their plan soon, and then the City will adopt the County's plan, hopefully before 2022. He has also been participating in a number of Department of Natural Resources (DNR) meetings with more scheduled for next week. The primary topic was to be the DNR's report on asset management reviewing an assessment performed in 1996. However, discussion was actually focused on a proposal launched by two former state commissioners of public lands to create a new class of state forest trust lands called the Washington State Ecological Reserve for "old and tall" (not "old growth") trees, and to gradually stop all commercial harvest of state forests west of the Cascades.

Around the same time an article about the proposal was published in the Seattle Times, the Board of Natural Resources received a petition recommending they set aside "old, tall trees", defined as stands of trees that originated in 1968 or earlier with a maximum height of 195 feet. Granting the petition would mean rewriting a rule that has been in place since 2007. He will be meeting with the DNR on this matter over the next couple of days. One piece of good news is that Senator Van de Wege got an old requirement for a third-party contractor to assist in the sustainable harvest calculation that will begin in 2022 reinstated to the DNR budget.

Attorney/Planner Fleck, Mayor Fletcher and Clerk/Treasurer Grafstrom spoke about the West End and why the City is seeking appropriations for its sewer district at the Clallam County Economic Development Council's weekly "Coffee with Colleen" (McAleer) event. The City continues to receive responses to its request for qualifications for the Quillayute Airport Master Plan project. One respondent came out for a tour of the airport. Statements of qualification for this project are due April 26 at 1:00 p.m. Finally, the Federal Highway Administration will be renting office space in the Transit Center for approximately 2 ½ years while they work on the upper Hoh road.

4. Mayor's Report

Mayor Fletcher reported a significant increase in tourist traffic. He also encouraged Council to move quickly on the purchase of a new generator. It is a necessity, especially as City Hall has been designated an Emergency Operations Center in case of a natural disaster. He participated in the April 1 sidewalk design meeting, which gave the public an opportunity to provide feedback and express any concerns they may have before work begins.

5. ADJOURNMENT

Motion to adjourn by Gingell, second Soha, motion carried. Meeting adjourned at 8:22 p.m.



Audrey Grafstrom, Clerk/Treasurer



Tim Fletcher, Mayor