

City of Forks
Council Meeting Minutes Regular Session
City Council Chambers
February 14, 2022 7:30 p.m.

PLEDGE OF ALLEGIANCE, AND CALL TO ORDER

Public Works Director Hampton led the Pledge of Allegiance. Mayor Fletcher then called the meeting to order at 7:30 p.m.

ROLL CALL

Council members present: Gilstrap, Gingell, Soha, Wood, Weissenfels (present via Zoom), 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 a modification of the agenda to include a presentation by Milton Beck.

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

PUBLIC COMMENT

Lissy Andros, Director Forks Chamber of Commerce reported that the annual State of the Chamber address would be given at the regular business meeting to be held on February 16. She then said the area continues to receive a lot of tourists, and she's happy to see in-person events like the upcoming Sasquatch the Legend and the summer West End Thunder races resuming. She informed Council that she'd heard from Olympic National Park that the parking lot at Ruby Beach would be closed for three months this summer, and that a new event was to be added to the Forever Twilight in Forks festival; a farm-to-table dinner that would feature salmon and Indian fry bread provided and prepared by Michael Sampson.

PRESENTATION

Milton Beck presented a plaque in appreciation of members of the Police Department and Clallam County Fire District #1 for laying down their lives every day in the service and protection of our community.

ACTION ITEMS

1. Motion to approve minutes of the Regular Meeting held January 24, 2022 by Gingell, second Gilstrap, motion carried.

2. Motion to approve manual claim checks numbered 40276 through 40277 in the amount of \$244,382.00, payroll checks numbered 40278 through 40294 in the amount of \$129,596.41, claim checks numbered 40295 through 40342 and EFTs as included in the total amount of \$118,272.41, and travel check numbered 3606 in the amount of \$30.25 by Soha, second Wood, motion carried.

3. December 2021 Treasurer's Report

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

4. Final Acceptance of the Spartan to Blackberry Sidewalk Improvement Project

The sidewalk project was substantially completed September 13, 2021. Devin Jackson with Jackson Civil Engineering recommends final acceptance of the work by Interwest Construction, Inc.

Motion to approve final acceptance of the Spartan to Blackberry Sidewalk Improvement Project by Wood, second Gilstrap, motion carried.

5. Clallam County Opportunity Fund Program Memorandum of Understanding

Clerk/Treasurer Grafstrom informed Council that the City's application for a Clallam County Opportunity Fund Program had been approved. The \$2,375,610 granted by the Program is the most ever allocated by the Program to the West End. She then reminded Council that it had approved allocation of a major portion of American Rescue Plan Act funds received by the City for improvements to the wastewater treatment plant for a total of roughly \$3.2 million in improvements. The Memorandum of Understanding is a requirement by the County for receiving grant funds.

Motion to authorize the Mayor and staff to enter into the Memorandum of Understanding (MOU) with Clallam County regarding the Clallam County Opportunity Fund grant for improvements to the wastewater treatment facility by Wood, second Gilstrap, motion carried.

DISCUSSION ITEMS

1. Ordinance #659 2021 Budget Amendment

Clerk/Treasurer Grafstrom said that with the end-of-the-year budget reconciliation, an ordinance amending the 2021 budget is necessary. Some of the changes are based on timing issues; the sports courts, for example, is still not completed. There were also additional unexpected costs incurred with the emergency well project. Other changes have been prescribed by the State Auditor. She said action would be requested on Ordinance #659 at the next meeting.

2. Council Member Reports

Council Member Weissenfels said she's had many questions about vacation rentals in the City, and thinks it may be time to start a discussion on permitting. She also noted, however, that there's no point in requiring permits if we are unable to enforce the requirement.

Attorney/Planner Fleck said the topic of vacation rentals is covered in the zoning code, and that enforcement is by written complaint, which is difficult to acquire.

Council Member Soha reported that a Quileute tribal member had reached out about placing the Ki'tla and former Smoke House properties in tribal trust status. They would like to have a meeting with the City regarding this matter.

Council Member Gingell said he has been keeping up with some bills going through the State legislature right now. One is HB 1705 that would greatly restrict gunsmithing, which he says is a popular hobby in Washington State. Another would redefine the term “high-capacity magazine” and limit magazine capacity to ten rounds. A third would make all semi-automatic rifles illegal. Discussion of the various proposals ensued.

3. Staff Reports

Clerk/Treasurer Grafstrom directed Council to documents included in the Reports section of their notebooks. The first was the Board of Clallam County Commissioners’ Resolution 16 authorizing the Opportunity Fund Board grant. The second was a press release issued by FEMA announcing the availability of public assistance grants for governments and some non-profits in counties affected by the November 5 to December 2, 2021 flooding. The third was a letter to the PUD commissioners to be presented as public comment regarding their BPA Post-2028 contract discussion for their January 24 meeting. In the letter, the City strongly encourages the PUD to engage in a series of stakeholder outreach and engagement meetings prior to the PUD adopting and entering into a multi-decadal agreement with BPA. The last document was a report of visitor counts, and lodging and sales taxes received by the City for the years 1997–2021 (including January 2022) provided by Lissy Andros.

Public Works Director Hampton said he had recently attended an annual water conference held online. This conference provides continuing education units (CEUs) required to maintain his Water Distribution Manager II certification. In addition, he said that two new employees, Brett Pederson and Ryan Oberfranc, were hired on February 1. He then reported that the request for qualifications for engineering of the Bogachiel Way overlay project had been issued with responses due by March 7.

Police Chief Rowley reported that Blaire Hill from Neah Bay had been hired as a police officer. She will start at the Criminal Justice Training Center on February 23.

Attorney/Planner Fleck reported that he had met with Colleen Meier from Senator Patty Murray’s office regarding the Infrastructure Investment & Jobs Act (IIJA), funding for various City projects, issues including how funds will be allocated, whether small cities will have to compete, and how agencies will handle funds. He said the City is still dealing with FEMA, and then directed Council to the notice from the Department of Ecology in the Reports section of their notebooks. The notice announces a public comment period of February 7 to March 10 regarding the City of Forks Shoreline Master Program Comprehensive Update & Periodic Review.

4. Mayor’s Report

Mayor Fletcher reported that the State of the City address had been presented to the Chamber of Commerce, and that the City is doing quite well. He noted there seems to be a large influx of tourists and that we seem to be transitioning to a service community for tourists and vacation rentals. However, service jobs are low-paying and not what the community needs. Instead, he said, we need to utilize our resources to create more middle-income jobs. He then said that with the closure of the FS 2900 road system, which has also been gated recently, he would like to see interested community members form

a group to lobby for repairs to the roads and for the ATV access that had been promised. Another concern is that the area is prone to wildfires in the summer, and that the lack of access for fire suppression and/or emergency services is a large problem for the community. The 2900 system has long been enjoyed for recreational purposes by locals, and also serves as a draw for tourists. He said this is an important topic on which discussion must continue.

5. ADJOURNMENT

Motion to adjourn by Gingell, second Soha, motion carried. Meeting adjourned at 8:12 p.m.



Tim Fletcher, Mayor



Audrey Grafstrom, Clerk/Treasurer