

City of Forks
Council Meeting Minutes Special Session
City Council Chambers
500 East Division Street
November 28, 2022
5:30 P.M.

CALL TO ORDER

Mayor Fletcher called the Budget Workshop to order at 5:30 p.m.

ROLL CALL

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

2023 Budget Workshop

Clerk/Treasurer Grafstrom announced that Ted Marra, Project Manager West End Forest Industries, LLC (WEFI) was unable to attend, so will not be making his presentation as scheduled. Attorney/Planner Fleck shared his thoughts on Tony Raynor, CEO of Sustainable Green Team, Ltd. (SGTM), of which WEFI is a subsidiary. He said Mr. Raynor has a great deal of experience with engineered wood products and building sawmills, and that maximizing production and efficiency are most definitely his priorities. He said Raynor firmly believes that having the best workforce and equipment that can be afforded is key to success. Discussion of SGTM and their various subsidiaries and endeavors ensued.

2023–2028 City of Forks Capital Improvement Plan

Attorney/Planner Fleck explained that annual review of the Capital Facilities Improvement Plan addresses a requirement of the state's Growth Management Act. The Capital Facilities Improvement Plan is a list of proposed facilities projects and potential funding sources that form the basis for the annual budget.

Police Chief Rowley began by explaining vital upgrades to the City's correctional facility. Discussion of the individual upgrades and potential funding sources ensued. Council settled on an amount of \$125,000 with \$50,000 budgeted from the City's general fund and \$75,000 potentially from a USDA loan.

Attorney/Planner Fleck then explained projects associated with the City's Comprehensive Flood Management Plan. He noted that FEMA has paid for repairs needed after the November 2021 flood event, but that a different FEMA fund assists with mitigation, modification, or upgrade to drainage systems. Two of the stormwater projects in the Plan would qualify for that funding. Discussion of ditches, diversions, easements, a stormwater utility, and general stormwater/flood issues ensued.

Clerk/Treasurer Grafstrom interjected with a brief report on the status of projects that were scheduled for 2022. The Tillicum Park sports courts and City Hall generator projects were completed. Engineering for the Bogachiel Way overlay project has begun but will roll over

into 2023. The Tillicum Park and City Hall restrooms project will roll over into 2023. 2023 will also see renovations to the fire alarm system at City Hall and ongoing water meter replacements.

Attorney/Planner Fleck moved on to Parks & Recreation projects. There was some discussion of the Tillicum Park ballfields reconstruction, the Tillicum Park pump track, and other projects. Clerk/Treasurer Grafstrom introduced an e-mail to Public Works Director Hampton, in which Interwest Construction Inc.'s Bob Reick suggested the City budget \$130,000 to \$150,000 per baseball field. Attorney/Planner Fleck and Mayor Fletcher both emphasized the importance of community involvement in improving and maintaining Tillicum Park and its various features.

Council Member Wood asked about the "Tillicum Park Land Ownership Resolution" item under Parks & Recreation. Attorney/Planner Fleck explained the property issue between the City and DNR, as well as its history, in some depth. Clerk/Treasurer Grafstrom added that the City currently pays \$1,026/year to lease the portion of the ballfields belonging to DNR.


Attorney/Planner Fleck then briefly explained Airport/Industrial projects, including the Quillayute (UIL) Airport Master Plan, hangar renovations, and pavement maintenance, as well as possible projects by other agencies the City would aid or support, such as new restrooms, concessions stand, and storage at Spartan Stadium, and a fire hall replacement. He and Clerk/Treasurer Grafstrom proceeded to briefly explain projects, including the water reservoir and distribution system north of the Calawah River and wastewater treatment plant redundancy, proposed under other categories in the capital improvement plan. Discussion ensued.

Clerk/Treasurer Grafstrom informed Council that the City has been considering an across-the-board 10% cost-of-living pay increase for City employees, and that the matter would be discussed at the next budget workshop. She said that previous discussions have centered primarily on the police department and staff retention, but the rest of the staff needs to be considered as well. She noted that three recent applications for an opening were pulled due to the low pay. Discussion ensued.

ADJOURNMENT

The Budget Workshop recessed until the Regular Meeting at 7:26 p.m.


Ginger Simons, Deputy Clerk


Tim Fletcher, Mayor