

City of Forks  
Council Meeting Minutes Regular Session  
City Council Chambers  
August 28, 2023 7:30 p.m.

0:06 **PLEDGE OF ALLEGIANCE, AND CALL TO ORDER**

Mayor Fletcher led the Pledge of Allegiance and then called the meeting to order at 7:30 p.m.

0:27 **ROLL CALL**

Council members present: Weissenfels, Wood (present via Zoom), Soha, Gingell, and Echeita. Staff present: DePew, Clerk/Treasurer, Fleck, Attorney/Planner, Rowley, Police Chief, and Hampton, Public Works Director.

**MODIFICATIONS/APPROVAL OF AGENDA**

0:55 **Motion** to approve the agenda as presented by Weissenfels, second Gingell, motion carried.

1:32 **PUBLIC COMMENT**

Elena Velasquez informed Council of an event in honor of Hispanic Heritage Month put together through the collaborative efforts of Peninsula College, North Olympic Library System, United Way, Mariposa House, First Steps, and members of the community on Saturday, to be held September 30 at 3:00–8:00 p.m.

4:54 Matt Comisky with the American Forest Resource Council reassured Council that he and the AFRC are still working hard on behalf of timber trust beneficiaries and will continue to do so.

6:17 Lawrence Jones, manager of the 101 RV Park, and his wife asked Council for assistance with a dangerous dog issue the Park has been subject to since January.

10:31 Lissy Andros, Director, Forks Chamber of Commerce said she is always looking for volunteers for the Forever Twilight in Forks Festival.

**ACTION ITEMS**

11:32 **1. Motion** to approve minutes of the May 22, 2023 Regular Meeting by Wood, second Weissenfels, motion carried.

12:00 **2. Motion** to approve minutes of the June 12, 2023 Regular Meeting by Wood, second Gingell, motion carried.

12:30 **3. Motion** to approve minutes of the June 26, 2023 Regular Meeting by Wood, second Gingell, motion carried.

12:55 **4. Motion** to approve payroll checks 42150 through 42164 in the amount of \$134,789.95, manual check 42165 in the amount of \$1,315.00, and claim checks

42166 through 42192, and EFTs as included in the total amount of \$75,717.88 by Weissenfels, second Wood, motion carried.

13:47 **5. Stadium Bathroom RCO Grant**

Diana Reaume, Superintendent, and Bill Henderson, Quillayute Valley School District, requested the City's assistance with the RCO grant for new stadium bathrooms.

a. Agreement with Quillayute Valley School District

16:36 **Motion** to approve the second addendum to the stadium bathroom RCO grant agreement with Quillayute Valley School District by Weissenfels, second Wood, motion carried.

b. Bid update and acceptance/approval

17:10 Attorney/Planner Fleck explained the bid process for the project.

18:25 **Motion** to concur with QVSD and approve Hoch Construction as the lowest responsible bidder on the stadium bathroom project contingent upon the City receiving grant approval acknowledgement by Weissenfels, second Echeita, motion carried 4-1 with Soha abstaining.

19:05 **6. Adopting Ordinance No. 667 Amending the 2023 Budget**

Clerk/Treasurer DePew explained the budget amendment for which Ordinance No. 667 is required.

21:55 **Motion** to approve Ordinance No. 667 amending the 2023 budget by Gingell, second Soha, motion carried.

22:17 **7. Resolution No. 511 Authorizing City Designee for Local Government Investment Pool**

Attorney/Planner Fleck explained the City's need to designate a person responsible for investments with the Local Government Investment Pool. The matter was put over to the next Regular Council Meeting to give Council time to review the prospectus.

24:03 **8. Oxbow Apartments & City Utilities Easement Clarification**

Attorney/Planner Fleck reviewed the Oxbow Apartments and City utility easement clarification introduced at the previous meeting.

26:30 **Motion** to authorize the Mayor and staff to execute the necessary agreements with the appropriate parties to clearly delineate the City's easement, while reaffirming the City's responsibility for the maintenance and repair of mainlines in that easement by Wood, second Weissenfels, motion carried 3-2 with Soha and Gingell against.

27:55 **9. Set Public Hearing for Capital Facilities Plan**

**Motion** to set the public hearing on the Capital Facilities Plan for September 25, 2023 by Soha, second Gingell, motion carried.

28:25 **10. Set annual Calendar for the 2024 City of Forks Budget**  
**Motion** to accept the proposed dates for 2024 budget workshops by Soha, second Weissenfels, motion carried.

**DISCUSSION ITEMS**

29:40 **1. Park Board Minutes**

Mayor Fletcher explained that the Park Board has been asked to present minutes from their meetings to Council for review, and that a representative from the Park Board will attend one Regular Council Meeting per month to answer any questions Council may have.

**2. Council Member Reports**

30:41 **Council Member Weissenfels** informed Council that the Harvest Dinner will be held on October 13, and reported on the last meeting of the Clallam Transit System board. She also suggested ordinances related to dangerous dogs may need to be amended (38:50).

35:54 **3. Staff Reports**

**Public Works Director Hampton** informed Council that Public Works should soon be taking possession of the wrecked, but fully operational, street sweeper the City of Lake Stevens is selling us at half their original selling price.

36:34 **Police Chief Rowley** reported that his department is emphasizing traffic control and that he is looking forward to fewer people in town after Labor Day, and that his department has a lot of training coming up.


40:52 **4. Mayor's Report**

Mayor Fletcher commented on the softball tournament held at Tillicum Park the past weekend, and that he looks forward to more such events. He also said the City will be meeting with the Forest Service regarding the Klahanie Campground.

42:17 **5. ADJOURNMENT**

**Motion** to adjourn by Soha, second Gingell, motion carried. Meeting adjourned at 8:13 p.m.

  
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Caryn DePew, Clerk/Treasurer

  
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Tim Fletcher, Mayor