

City of Forks
Council Meeting Minutes Regular Session
City Council Chambers
October 9, 2023 7:30 p.m.

0:04 **PLEDGE OF ALLEGIANCE AND CALL TO ORDER**

Mayor Fletcher led the Pledge of Allegiance and then called the meeting to order at 7:34 p.m.

0:37 **ROLL CALL**

Council members present: Weissenfels, Soha, Gingell, Echeita, and Mayor Fletcher. Absent: Wood. Staff present: DePew, Clerk/Treasurer, Fleck, Attorney/Planner, Rowley, Police Chief [arrived 7:40], and Hampton, Public Works Director.

MODIFICATIONS/APPROVAL OF AGENDA

1:03 **Motion** to approve the agenda as presented by Gingell, second Echeita, motion carried.

1:18 **PUBLIC COMMENT**

There was no public comment.

ACTION ITEMS

1:30 **1. Motion** to approve manual check 42294 in the amount of \$11,719.92, payroll checks 42295 through 42312 in the amount of \$130,903.88, claim checks 42313 through 42344 and EFTs as included in the total amount of \$133,009.19, and travel checks 3649 through 3654 in the amount of \$854.27 by Weissenfels, second Echeita, motion carried.

2:31 **2. Budget Hearing Schedule**

Clerk/Treasurer DePew introduced the proposed Budget Hearing Schedule.

3:18 **Motion** to approve the Budget Hearing schedule as presented by Weissenfels, second Soha, motion carried.

3:37 **3. Capital Facilities Plan**

Attorney/Planner Fleck informed Council that an item 10 costing \$80,000 will be added to the Plan under Parks & Recreation, bringing the total budget to \$1,841,300.

6:10 **Motion** to approve Resolution #513 adopting the 2024–2029 Capital Facilities Improvement Plan by Weissenfels, second Soha, motion carried.

6:42 **4. GMA Grant: Consultant to the City**

8:12 **Motion** to authorize the Mayor and staff to enter into a contract with Beckwith Consulting for the purpose of completing State-funded Growth Management Plan updates by Gingell, second Soha, motion carried.

8:29 **5. Clallam County Opportunity Fund Program MOU**

Attorney/Planner Fleck explained the amendment to the memorandum of understanding (MOU) between Clallam County and the City regarding grant funding to help finance the Waste Water Treatment Facility project executed March 1, 2022.

9:08 **Motion** to authorize the Mayor and staff to enter into the amended MOU with Clallam County regarding a grant from the Opportunity Fund Program by Soha, second Gingell, motion carried.

10:25 **6. Climate Planning Grant**

Attorney/Planner Fleck reviewed the Climate Planning Grant.

13:32 **Motion** to authorize the Mayor and staff to develop and submit an application for a grant from the Department of Commerce to help with revisions to the City's Comprehensive Plan to address climate-related impacts as required by RCW 36.70A.130(5) by Soha, second Weissenfels, motion carried.

DISCUSSION ITEMS

14:00 **1. Entrance Audit Conference**

Clerk/Treasurer DePew informed Council that the entrance audit conference for the State audit will be held tomorrow, October 10 at 12:00 p.m. At this conference, the focus of the three-year audit and a timeline will be presented.

2. Council Member Reports

15:38 **Council Member Weissenfels** reported that Friends of Forks Animals sponsored a trap-neuter-release clinic. Approximately 22 cats were trapped, spayed or neutered, and then released again. She said the hope is to trap, spay or neuter, and release 100 cats by the end of the year.

3. Staff Reports

17:12 **Clerk/Treasurer DePew** reported having attended a software conference with Lindsay that proved beneficial.

17:51 **Public Works Director Hampton** reported having participated in several meetings with engineers regarding the waste water treatment plant and north of Calawah water tank projects, and that the new sweeper should be operational soon.

18:36 **Police Chief Rowley** said Sgt. Don Ponton will be retiring and talked about working with him for many of the 14 years he has served the community.

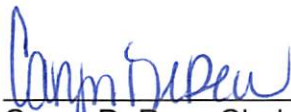
20:12 **Attorney/Planner Fleck** said he attended a meeting regarding the North of Calawah project, and then reported on the status of various grants and upcoming events.

23:07 **4. Mayor's Report**

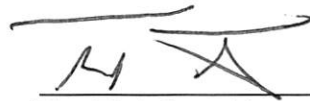
Mayor Fletcher said he hopes people will attend the upcoming meeting regarding the Klahanie Campground as it is an important recreational area for our community, and those visiting the community, that should remain open.

24:03 **5. ADJOURNMENT**

Motion to adjourn by Soha, second Gingell, motion carried. Meeting adjourned at 7:58 p.m.



Caryn DePew, Clerk/Treasurer



Tim Fletcher, Mayor