

City of Forks  
Council Meeting Minutes Regular Session  
City Council Chambers  
October 23, 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 7:30 p.m.

0:33 **ROLL CALL**

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

0:47 **MODIFICATIONS/APPROVAL OF AGENDA**

Attorney/Planner Fleck and Clerk/Treasurer DePew asked that the agenda be modified to replace Action Item 6, "2023 2<sup>nd</sup> Quarter Treasurer's Report" with a letter of understanding between the City and Police Chief Rowley.

1:33 **Motion** to approve the agenda as modified by Weissenfels, second Wood, motion carried.

**PUBLIC COMMENT**

1:52 Dean Decker expressed concern over the fact that Chief Rowley is the City's only police officer, and asked what could be done to relieve the situation.

2:58 Lissy Andros, Director, Forks Chamber of Commerce talked about ideas she and Christi Baron brainstormed for ramping up Hickory Shirt/Heritage Days and making it a month-long event.

6:58 **PROCLAMATION**

Mayor Fletcher proclaimed October 23–31, 2023 Red Ribbon Week in the City of Forks.

**ACTION ITEMS**

10:49 **1. Motion** to approve minutes of the August 14, 2023 and August 28, 2023 Regular Meetings by Soha, second Wood, motion carried.

11:12 **2. Motion** to approve payroll checks 42345 through 42359 in the amount of \$86,243.44, and claim checks 42360 through 42384 and EFTs as included in the total amount of \$63,176.37 by Soha, second Weissenfels, motion carried.

**3. 2024 Revenue Sources Public Hearing**

12:20 Mayor Fletcher opened the public hearing at 7:42 p.m.

- 12:40 Dean Decker asked whether lodging tax revenue could be used to help attract and keep police officers. Mayor Fletcher said such revenue can only be used in the short term to support tourism events. Some discussion ensued.
- 15:41 Mayor Fletcher closed the public hearing at 7:45 p.m.
- 15:57 **4. Letter of Understanding with Police Chief Rowley**  
Attorney/Planner Fleck introduced the major differences between this letter of understanding and a previous letter of understanding with Police Chief Rowley.
- 17:56 **Motion** to approve the letter of understanding between the City and Police Chief Rowley by Soha, second Wood, motion carried.
- 20:53 **5. Voice over Internet Phone Bid**  
Mayor Fletcher and Attorney/Planner Fleck introduced and explained the request for VOIP bids.
- 12:30 **Motion** to authorize the Mayor and staff to send a single bid quote sheet for one year of hardware, one year software and support, and the accumulated five-year total costs to each of the two bidders who responded to the City's original request, and to award the project to the lowest bidder by Weissenfels, second Soha, motion carried.

#### **DISCUSSION ITEMS**

- 27:58 **1. 3<sup>rd</sup> Quarter 2023 Reports**  
3<sup>rd</sup> Quarter 2023 sales & lodging tax, building permits, jail statistics, and Visitor Information Center Statistics reports were reviewed.
- 31:25 **2. Registration for AWC's Elected Officials Essentials Workshop Saturday, December 9**  
Clerk/Treasurer DePew asked that anyone interested in participating in the AWC's Elected Officials Essentials workshop let her know so she can register them.
- 32:32 **3. PS2P/RAISE Grant**  
Attorney/Planner Fleck introduced materials regarding the PS2P/RAISE Grant for the Forks spur of the ODT/PS2P trail. Some discussion ensued.
- 4. Council Member Reports**
- 42:44 **Council Member Weissenfels** reported on the last Clallam Transit Board meeting, and the fact that Clallam Transit will be going mostly fare-free in January 2024.
- 44:14 **Council Member Gingell** reported having attended a County Board of Health meeting where increases in septic fees were discussed and will be voted on at the next meeting.

**5. Staff Reports**

45:12 **Clerk/Treasurer DePew** said she's been working on revenues and the 2024 budget for the next meeting, and indicated concerns, especially regarding streets.

46:14 **Public Works Director Hampton** said the new sweeper is up and running, and the Bogachiel Way Overlay project is moving ahead. He also reported on the traffic signal on Forks Avenue and discussions with WSDOT, and having attended a PRTPO meeting.

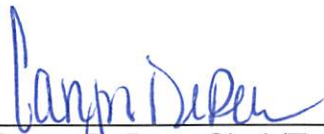
49:42 **Attorney/Planner Fleck** said he attended and participated in several meetings, including one with the Forest Service regarding the Klahanie Campground, another with the Innovation Network regarding economic development, and reported on a Saturday maritime event he attended. He also notified Council of an upcoming steelhead issues meeting, and the funeral for former City Clerk/Treasurer Dan Leinan to be held in La Push.

55:25 **6. Mayor's Report**

In reference to the Red Ribbon Week proclamation, Mayor Fletcher said doesn't know how to fight the battle against drugs in the community. He said solutions are offered to help the drug users, but nothing to help communities or law enforcement.

**7. ADJOURNMENT**

57:56 **Motion** to adjourn by Soha, second Gingell, motion carried. Meeting adjourned at 8:28 p.m.



Caryn DePew, Clerk/Treasurer



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Tim Fletcher, Mayor