

City of Forks
Council Meeting Minutes Regular Session
City Council Chambers
December 11, 2023 7:30 p.m.

0:02 **PLEDGE OF ALLEGIANCE AND CALL TO ORDER**

Mayor Fletcher led the Pledge of Allegiance and then called the meeting to order at 7:33 p.m.

0:38 **ROLL CALL**

Council members present: Weissenfels, Wood, Soha [arrived at 2:13 on recording], Gingell, Echeita, and Mayor Fletcher. Staff present: DePew, Clerk/Treasurer, Fleck, Attorney/Planner, Rowley, Police Chief, and Hampton, Public Works Director.

1:17 **MODIFICATIONS/APPROVAL OF AGENDA**

Clerk/Treasurer DePew asked that the agenda be modified to add Ordinance #669 2024 Budget as discussion item #1.

2:54 **Motion** to approve the agenda as modified by Wood, second Gingell, motion carried.

3:19 **PUBLIC COMMENT**

There was no public comment.

ACTION ITEMS

3:52 **1. Motion** to approve manual checks 42489 through 42490 in the amount of \$131,103.36, payroll checks 42491 through 42507 in the amount of \$122,728.28, claim checks 42508 through 42545 and EFTs as included in the total amount of \$119,943.56, and travel checks 3657 through 3658 in the amount of \$476.99 by Weissenfels, second Wood, motion carried.

4:45 **2. 2024 City of Forks Budget**

The latest modifications to the proposed 2024 budget were reviewed.

10:39 Council Member Soha stated his opinion that the City should not be funding the Chamber of Commerce or its activities.

14:30 **Motion** to approve modifications to the proposed 2024 budget by Weissenfels, second Wood, motion carried.

15:00 **3. Budget Amendment Introduction**

An amendment to the 2023 budget was introduced. Action will be taken at the next Regular meeting.

17:05 **4. Forks Municipal Airport**

Attorney/Planner Fleck introduced two proposals regarding equipment at the Forks airport.

a. WSU Weather Station Agreement

21:03 **Motion** to authorize the Mayor and staff to pursue an agreement with Washington State University to install a weather station at the Forks Municipal Airport by Gingell, second Wood, motion carried.

b. NOAA OCNMS Trailer Agreement

28:50 **Motion** to authorize the Mayor and staff to pursue an agreement with NOAA to lease space at the Forks Municipal Airport for one large mobile home that meets certain durability requirements to serve as temporary lodging for researchers working in the area by Soha, second Wood, motion carried.

5. GMA Public Participation Plan

29:15 Attorney/Planner Fleck introduced the Plan.

31:22 **Motion** to approve Resolution 515 Adopting a Public Participation Plan for the 2025 Comprehensive Plan Update by Gingell, second Wood, motion carried.

6. Cell Tower Lease Agreement Modification Request

31:49 Attorney/Planner Fleck explained the request for modification to the cell tower lease agreement with Vertical Bridge to cover use of a different lot than was originally agreed upon. The Council strongly recommends they use lot 4.

DISCUSSION ITEMS

37:30 **1. Proposed ordinance #669 2024 Budget**

Council reviewed proposed ordinance #669.

2. Council Member Reports

40:06 **Council Member Weissenfels** said she attended some seasonal bazaars and the Twinkle Light Parade, with which she was very impressed.

40:34 **Council Member Wood** reported the American Legion had its annual members dinner and drawing for a rifle.

41:00 **Council Member Soha** also reported having attended the Twinkle Light Parade.

42:28 **Council Member Echeita** said his children attended Santa's breakfast and the Twinkle Light Parade, and that the Forks Wrestling Club took ninth place out of 43 teams at a weekend tournament.

2. Staff Reports

43:13 **Clerk/Treasurer DePew** reported the exit audit would occur on January 12, 2024.

43:44 **Public Works Director Hampton** said a bid opening for the sewer project scheduled for tomorrow was pushed to Thursday due to a mistaken date in the RFB, and that his crew had fixed a large water leak. He thanked Bill Meyer for reporting the leak.

45:18 **Attorney/Planner Fleck** said Bret Coulson, who provided valuable information in preventing efforts to close Coast Guard Station Quillayute River, passed away in November. He also reported the Festival of Trees was very successful.

3. Mayor's Report

47:35 Mayor Fletcher reported having been a judge for the Festival of Trees, attending the Twinkle Light Parade, the Christmas tree lighting, and the same wrestling tournament Council Member Echeita reported on.

5. ADJOURNMENT

49:00 **Motion** to adjourn by Soha, second Wood, motion carried. Meeting adjourned at 8:22 p.m.



Caryn DePew, Clerk/Treasurer



Tim Fletcher, Mayor