

City of Forks  
Council Meeting Minutes Regular Session  
City Council Chambers  
December 26, 2023 7:30 p.m.

Part 1 **PLEDGE OF ALLEGIANCE AND CALL TO ORDER**

0:04 Mayor Fletcher led the Pledge of Allegiance and then called the meeting to order at 7:30 p.m.

0:32 **ROLL CALL**

Council members present: Weissenfels, Wood, Soha [arrived 7:31 p.m.], Gingell, Echeita, and Mayor Fletcher. Staff present: DePew, Clerk/Treasurer, Fleck, Attorney/Planner, Rowley, Police Chief, and Hampton, Public Works Director.

**MODIFICATIONS/APPROVAL OF AGENDA**

0:44 Mayor Fletcher asked that the agenda be modified to include a 10-minute closed session to discuss union negotiations followed by a 10-minute executive session to discuss current or potential litigation, and a plaque presentation for outgoing Council members Weissenfels and Echeita.

2:05 **Motion** to approve the agenda as modified by Gingell, second Wood, motion carried.

2:24 **PUBLIC COMMENT**

Jim Fetzer, General Manager, Clallam Transit presented Council Member Weissenfels with plaque commemorating her twelve years of service as the City's representative on the Clallam Transit Board.

**ACTION ITEMS**

4:34 **1a. Motion** to approve minutes of the October 23, 2023 regular meeting by Weissenfels, second Wood, motion carried.

4:56 **1b. Motion** to approve minutes of the November 13, 2023 special meeting by Wood, second Weissenfels, motion carried.

5:21 **1c. Motion** to approve minutes of the November 13, 2023 regular meeting by Wood, second Weissenfels, motion carried.

5:46 **2. Motion** to approve payroll checks 42546 through 42560 in the amount of \$74,300.29, and claim checks 42562 through 42594 and EFTs as included in the total amount of \$82,825.20 by Wood, second Gingell, motion carried.

**3. Ordinance #668 2023 Budget Amendment**

6:48 **Motion** to approve Ordinance #668 2023 Budget Amendment by Weissenfels, second Gingell, motion carried.

#### **4. Ordinance #669 Adopting the 2024 City of Forks Budget**

7:22 **Motion** to approve Ordinance #669 Adopting the 2024 City of Forks Budget by Gingell, second Wood, motion carried.

#### **5. Wastewater Treatment Plant Bid Results**

7:54 Attorney Planner/Fleck explained that the bids received for the project all exceed the funds we will have available.

10:54 **Motion** to authorize the Mayor and staff to reject the current bids and reissue a modified request for bids by Gingell, second Wood, motion carried.

#### **6. Quillayute ShakeAlert Array**

11:25 Attorney/Planner Fleck introduced the proposed ShakeAlert seismic stations and solar arrays at Quillayute Airport.

13:32 **Motion** to authorize the Mayor and staff to enter into an agreement with the University of Washington to position 10 seismic stations and associated solar panel arrays at Quillayute Airport as part of the Pacific Northwest Seismic Network by Soha, second Gingell, motion carried.

#### **7. PUD MOU**

14:04 Attorney/Planner explained a federal grant available for Clallam PUD to build a line parallel to Bonneville lines that could be used when service is lost due to a break in the Bonneville lines. PUD would like the City to partner with them, offering only time, assistance, and information.

14:55 **Motion** to authorize the Mayor and staff to enter into a memorandum of understanding with Clallam PUD on a grant-funded project designed to significantly increase power reliability across the West End of Clallam County by Gingell, second Soha, motion carried with further discussion.

#### **8. Cell Tower Lease**

17:42 Attorney/Planner Fleck introduced the revised cell tower lease agreement with Vertical Bridge for lot 4 of the Campbell's Pit short plat.

18:31 **Motion** to authorize the Mayor and staff to enter into a lease agreement with Vertical Bridge for a cell tower to be constructed on a portion of lot 4 of the Campbell's Pit short plat by Wood, second Weissenfels, motion carried.

#### **DISCUSSION ITEMS**

##### **1. RECOMPETE Grant Update**

19:05 Attorney/Planner Fleck updated Council on the RECOMPETE grant and application submitted jointly by Clallam & Jefferson Counties to bring people aged 22 to 54 back into the workforce. Discussion ensued.

23:36 **2. FEMA Flood Hazard Mitigation**

Attorney/Planner Fleck informed Council of work on flood plain maps that FEMA has been conducting in the area for more than 12 years would finally result in new maps in 2024 and 2025. He also explained work he has been doing to update the City's flood hazard management ordinance as directed by FEMA. Discussion ensued.

32:00 **3. Quillayute Airport**

Attorney/Planner Fleck introduced a proposal put forth by Clallam County District #6 to place a solar array that could generate power at the Quillayute Airport, the preliminary engineering of which would be paid for by an \$80,000 grant they received from the State. Discussion ensued.

38:02 He then informed Council the Quillayute Airport Master Plan Update is currently in the queue for review.

40:32 **4. Park Board Minutes**

Minutes from Park Board meetings held September 14 and October 12, 2023 were reviewed.

40:50

**5. Lloyd J Allen Trust Donation**

The Mayor informed Council of the \$36,000 donation for future projects and improvements at Tillicum Park.

41:27

**6. Plaque Presentation**

Mayor Fletcher presented outgoing Council Members Weissenfels and Echeita with plaques commemorating their service to the City of Forks.

42:48

**7. Council Member Reports**

**Council Member Weissenfels** reported having attended the Clallam Transit Board Meeting.

45:16

**8. Staff Reports**

**Police Chief Rowley** said he is working to proactively prevent crime, and the community is doing well. He also said the jail currently has more contract holds than local holds.

49:14

**Attorney/Planner Fleck** reported having been busy with Police/Corrections union negotiations, a DNR timber sale that was approved, bid, and contracted, only to be included in a program announced by the Commissioner of Public Lands announced only a week ago.

53:00

**9. Mayor's Report**

Mayor Fletcher reported having really enjoyed the Christmas season in Forks.

54:55

**10. Closed Session** was called from 8:25 to 8:35 to discuss union negotiations.

Part2 No action was taken.

0:02

Mayor Fletcher resumed the regular meeting at 8:35 p.m.

0:15

**11. Executive Session** was called from 8:36 to 8:46 to discuss current or potential litigation. No action was taken.

0:05

Mayor Fletcher resumed the regular meeting at 8:46 p.m.

0:11

**11. ADJOURNMENT**

**Motion** to adjourn by Soha, second Gingell, motion carried. Meeting adjourned at 8:46 p.m.

  
Caryn DePew, Clerk/Treasurer

  
Tim Fletcher, Mayor