

City of Forks
Council Meeting Minutes Regular Session
City Council Chambers
January 8, 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 7:30 p.m.

0:30 **ROLL CALL**

Council members present: Grant (elect), Wood, Soha, Gingell (elect), Grant (elect), and Mayor Fletcher. Staff present: DePew, Clerk/Treasurer, Fleck, Attorney/Planner, Rowley, Police Chief, and Hampton, Public Works Director.

0:55 **Oaths of Office**

Council members elect Annette (Nettie) Grant, Position 1, Jeff Gingell, Position 4, and Robert (Hickory) Grant, Position 5, were sworn into office by Judge Bruce Hanify.

2:45 **MODIFICATIONS/APPROVAL OF AGENDA**

Motion to approve the agenda as presented by Gingell, second Wood, motion carried.

3:03 **PUBLIC COMMENT**

There was no public comment.

ACTION ITEMS

3:15 **1. Motion** to approve manual checks 42561 for \$1,105.19 and 42595 for \$35,000.00, payroll checks 42596 through 42602 and 42604 through 42614 in the total amount of \$117,693.14, 13th period claim checks 42615 through 42644 and EFTs as included in the total amount of \$87,801.01, claim checks 42645 through 42650 and EFTs as included in the total amount of \$216,499.18, and travel check 3659 in the amount of \$94.02 by Wood, second Gingell, motion carried.

4:33 **2. Clallam Transit System Board Appointments**

5:15 **Motion** to appoint Council Member Wood as the City's representative to the Clallam Transit System Board with Council Member Gingell as alternate by R. Grant, second Soha, motion carried.

5:39 **3. Peninsula Regional Transportation Planning Organization Appointments**

8:00 **Motion** to appoint Council Member Gingell as the City's representative to the Peninsula Regional Transportation Planning Organization with Council Member Gingell as the alternate by Soha, second Wood, motion carried.

- 8:19 **4. Set Public Hearing Date for West Waste Franchise Agreement Renewal**
9:40 **Motion** to set public hearing date for West Waste Franchise Agreement renewal for February 12, 2024 by Gingell, second Wood, motion carried.

DISCUSSION ITEMS

1. Council Member Reports

- 10:35 **Council Member Gingell** recognized Public Works Director Hampton and his crew for their quick and efficient work repairing a water main near his property.

2. Staff Reports

- 11:08 **Clerk/Treasurer DePew** said the City has again contracted Tera Dunford for her accounting & financial reporting expertise, and to complete the annual report for the State Auditor's Office. She also reported an error in January billing after the software upgrade, and that a letter and corrected bills will be going out to customers as would a letter to property lessees reminding them of the terms of their leases. Finally, she notified Council of the upcoming audit exit meeting.

- 14:15 **Public Works Director Hampton** reported a large water main break that his crew repaired, and that the wastewater treatment plant clarifier project bidding process continues.

- 15:00 **Attorney/Planner Fleck** provided more details on clarifier project bidding, and updated Council on the status of the RECOMPETE grant, the latest with the DNR, and the Transit Center.

3. Mayor's Report

Mayor Fletcher reported having attended a West End Thunder meeting, where race dates were set. He also said he's pleased to have Attorney/Planner Fleck involved with the RECOMPETE grant.

4. ADJOURNMENT

- 21:41 **Motion** to adjourn by Soha, second Wood, motion carried. Meeting adjourned at 7:52 p.m.



Caryn DePew, Clerk/Treasurer



Tim Fletcher, Mayor