

City of Forks  
Council Meeting Minutes Regular Session  
City Council Chambers  
March 25, 2024 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 7:31 p.m.

1:46 **ROLL CALL**

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

**MODIFICATIONS/APPROVAL OF AGENDA**

2:13 **Motion** to approve the agenda as presented by Gingell, second Soha, motion carried.

**PUBLIC COMMENT**

3:03 Lissy Andros, Director Forks Chamber of Commerce, issued a call for events for the 4<sup>th</sup> of July calendar and reminded everyone of the volunteer fair coming up on April 13, 10:00 a.m. to 2:00 p.m. at the Congregational Church.

**ACTION ITEMS**

4:24 **1. Motion** to approve minutes of the March 11, 2024 Regular Meeting by Gingell, second R. Grant, motion carried.

4:48 **2. Motion** to approve manual check 42875 in the amount of \$8,959.50, payroll checks 42876 through 42891 in the amount of \$81,122.59 and claim checks 42892 through 42921 and EFTs as included in the total amount of \$81,417.98 by Soha, second Gingell, motion carried.

5:33 **4. Updated Building Code Ordinance**

Attorney/Planner Fleck introduced and explained the proposed ordinance.

8:03 **Motion** to table this matter until a later date by Gingell, second Soha, motion carried.

**5. Solid Waste Franchise Agreement**

9:48 **Motion** to approve the Solid Waste Franchise Agreement as presented by R. Grant, second Gingell, motion carried.

10:54 **6. Reaves-Helvey Annexation 10% Petition Meeting**

Attorney/Planner Fleck presented and explained the Reaves-Helvey Annexation application.

- 12:40 **Motion** to accept the annexation, adopt the zoning, assumption of indebtedness, and 10% petition and authorize the issuing of a 60% petition by Soha, second Gingell, motion carried.

### **DISCUSSION ITEMS**

13:03 **1. Tom Beckwith FAICP Survey**

Attorney/Planner Fleck introduced Tom Beckwith and shared printouts of his presentation received earlier in the day.

- 13:30 Tom Beckwith with Beckwith Consulting, present via Zoom, provided a status report on the survey his company is conducting in association with the Comprehensive Plan update being subsidized with a growth management grant.

25:35 **2. Energy Resiliency Study at UIL**

Attorney/Planner Fleck introduced Fire District #6 Commissioner Chip Keen and a Quillayute Airport Microgrid Feasibility Report prepared for Clallam County Fire District 6.

- 26:16 Chip Keen spoke about emergency management and the possibility of a solar array at Quillayute Airport.

38:00 **3. Flood Hazard Ordinance Council Questions**

Attorney/Planner Fleck asked Council if they had any questions regarding the proposed flood hazard ordinance. There were no questions.

**4. RECOMPETE Grant Update**

- 39:11 Attorney/Planner Fleck reviewed the RECOMPETE grant, its objectives, requirements, and possible uses.

- 44:13 Clallam County Commissioner Mike French suggested the grant might be used to expand Peninsula College's forestry program, should the City be selected as a recipient of grant funds.

**5. Council Member Reports**

- 46:11 **Council Member R. Grant** reported having spoken with a pilot who said he is very interested in having a GPS or ILS approach at Quillayute Airport, especially in terms of emergency management.

**6. Staff Reports**

- 48:29 **Clerk/Treasurer DePew** reported having attended the Washington Municipal Clerks Association conference in Yakima and said it was very beneficial.

- 48:52 **Public Works Director Hampton** said he and Attorney/Planner Fleck would be attending a Clallam County Opportunity Fund Board meeting to discuss additional funding for wastewater treatment plan improvements. He also reported delivering wastewater samples and a clogged sewer line caused by disposable wipes that has been cleared.

50:35 **Police Chief Rowley** thanked Paul for repairing the sally port door. He reported having made an offer of employment for an entry-level police officer and a final offer of employment to a working corrections officer. He also reported on the citizens' academy he held in which six community members participated.

55:30 **Attorney/Planner Fleck** reported on his participation in the citizens' academy and the Quillayute Valley Scholarship Auction. He also reported on the new cameras at the Transit Center and various meetings he has attended recently.

1:02:57 **7. Mayor's Report**  
The Mayor had nothing to report.

1:03:14 **8. ADJOURNMENT**  
**Motion** to adjourn by Soha, second Gingell, motion carried. Meeting adjourned at 8:35 p.m.

  
\_\_\_\_\_  
Caryn DePew, Clerk/Treasurer

  
\_\_\_\_\_  
Tim Fletcher, Mayor