

City of Forks
Council Meeting Minutes Regular Session
City Council Chambers
April 8, 2024 7:30 p.m.

0:03 **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.

0:25 **ROLL CALL**

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

MODIFICATIONS/APPROVAL OF AGENDA

0:52 **Motion** to approve the agenda as presented by Gingell, second Wood, motion carried.

1:20 **Welcome and Brief Discussion with U.S. Congressman Derek Kilmer**

Congressman Derek Kilmer, present via Zoom, thanked the Council for its leadership and partnership on a number of initiatives and programs over the years. He also spoke about economic development and infrastructure funding on the Olympic Peninsula, and various activities in which he is involved. Mayor Fletcher and Council Member Gingell thanked Congressman Kilmer for the support he has shown our community.

8:01 **PUBLIC COMMENT**

Mark Soderlind, representing the Marietta communities, said he disagrees with the City's interpretation of its utilities code.

ACTION ITEMS

11:31 **1. Motion** to approve minutes of the March 25, 2024 Regular Meeting by Gingell, second R. Grant, motion carried 4–0 with Wood abstaining.

11:59 **2. Motion** to approve manual checks 42922 through 42925 in the amount of \$247,391.63, payroll checks 42926 through 42945 in the amount of \$123,148.86, claim checks 42946 through 42979 and EFTs as included in the total amount of \$57,086.30, and travel checks 3672 through 3680 in the amount of \$1,238.97 by Wood, second Gingell, motion carried.

14:22 **3. Ordinance #671 Adopting 2021 Building Codes**

Attorney/Planner Fleck introduced and explained the proposed ordinance that would bring us into compliance with State building codes. Some discussion ensued.

- 15:08 **Motion** to adopt Ordinance #671 Adopting 2021 Building Codes by Wood, second Gingell, motion carried 2–2 with R. Grant and A. Grant against and Mayor Fletcher voting yay to break the tie.
- 17:33 **4. Ordinance #672 Utilities Tax Code Amendment**
Attorney/Planner Fleck introduced and explained the proposed ordinance amending the City’s utilities tax code. Some discussion ensued.
- 18:10 **Motion** to adopt Ordinance #672 Utilities Tax Code Amendment by R. Grant, second Gingell, motion carried.
- 20:10 **5. Ordinance #673 Flood Hazard Management Amendment**
Attorney/Planner Fleck introduced and explained the proposed ordinance amending the relevant 1991 code.
- 20:53 **Motion** to approve Ordinance #673 Flood Hazard Management Amendment by Wood, second Gingell, motion carried.
- 21:19 **6. Recompete Phase 2 Support Letter**
Attorney/Planner Fleck introduced and explained the letter of support for the Recompete Phase II application by North Olympic Peninsula Recompete Coalition (NOPRC), as well as the benefits NOPRC’s receipt of the grant would have for the City.
- 26:41 **Motion** to authorize the Mayor to sign and send such a letter to the Assistant Secretary of Commerce for Economic Development by Wood, second Gingell, motion carried.
- 27:11 **7. Wastewater Treatment Project Bid Award**
Attorney/Planner Fleck explained the search for additional funding for the wastewater treatment plant project.
- 33:24 **Motion** to authorize the Mayor and staff to award the wastewater treatment plant project to Interwest Construction, Inc., which offered the lowest responsible bid, and execute the necessary contracts by Gingell, second Wood, motion carried.
- 8. Set Public Hearing Date for Water Comp Plan Adoption**
- 35:44 **Motion** to set the date for the public hearing regarding the Comprehensive Water System Plan as May 13, 2024 at 7:30 p.m. by Wood, second A. Grant, motion carried.
- 36:24 **9. Letter of Support for Clallam County Sheriff’s Federal Appropriation Request**
Attorney/Planner Fleck introduced a request for a letter of support received from Clallam County Sheriff Brian King.

37:38 **Motion** to authorize the Mayor and staff to send a letter supporting the Sheriff's request for federal funding of the Joint Public Safety Facility Project (EOC) by Gingell, second Wood, motion carried.

DISCUSSION ITEMS

38:08 **1. Bogachiel Way Project Update**

Public Works Director Hampton said the Bogachiel Way Overlay Project will be going out to bid soon. Some discussion ensued.

39:54 **2. CDBG Housing Rehab Repayment Funds Allocation to Housing Authority**

Attorney/Planner Fleck reviewed Clallam County Housing Authority's request that housing rehab repayment funds be allocated to them so they may move the water line at the Oxbow apartments. He said authorization of this request will be an action item at the next meeting.

42:54 **3. May 2nd Council Meeting Date Reminder for Tuesday May 28th**

Attorney/Planner Fleck reminded Council that the second Council meeting in May will be held on Tuesday, May 28, as Monday is Memorial Day.

4. Council Member Reports

43:42 **Council Member Wood** said he will have a Clallam Transit Board meeting next week.

5. Staff Reports

44:09 **Clerk/Treasurer DePew** said she will be attending a Municipal Finance Bootcamp held by MRSC next week.

44:40 **Public Works Director Hampton** said the Transportation Improvement Board may have approximately \$1.2 million the City could use for a chip-sealing project that he has proposed be used for Robin Hood Loop.

46:13 **Police Chief Rowley** said he has recently made two offers of employment, one for a police officer who started today and a correction officer who will start April 22. Both will start at the academy as soon as spots become available. He also said he will be doing another Citizen's Academy in the second half of May.

48:13 **Attorney/Planner Fleck** reported on various meetings he has attended recently. He also introduced a notice from the Quileute Tribe regarding their multi-phased restoration effort on the Quillayute River.

50:36 **6. Mayor's Report**

The Mayor checked his understanding that the City may apply for a Recomplete grant again at a later date with Attorney/Planner Fleck. Attorney/Planner Fleck said that was not exactly true, but that there may be something with the under-served communities aspect of the program for which we could apply or from which we could benefit.

51:34 Council Member Wood asked what decision Mark Soderlind was requesting of the Council, and if it really is a matter for the Council. Clerk/Treasurer DePew explained the matter in full.

54:02 **7. ADJOURNMENT**

Motion to adjourn by Wood, second Gingell, motion carried. Meeting adjourned at 8:24 p.m.



Caryn DePew, Clerk/Treasurer



Tim Fletcher, Mayor