

City of Forks  
Council Meeting Minutes Regular Session  
City Council Chambers  
May 13, 2024 7:30 p.m.

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

10:05 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: A. Grant, Wood, Soha, R. Grant, Gingell, and Mayor Fletcher. Staff present: DePew, Clerk/Treasurer, Fleck, Attorney/Planner, Rowley, Police Chief, and Hampton, Public Works Director.

0:44 **MODIFICATIONS/APPROVAL OF AGENDA**

Mayor Fletcher announced that the agenda would be modified to include a 10-minute executive session to discuss current or potential litigation.

1:06 **Motion** to approve the agenda as modified by R. Grant, second Gingell, motion carried.

**PUBLIC COMMENT**

1:23 Ken Reandeau of Port Angeles announced he has applied for the open District 3 position on the Clallam County PUD Board of Commissioners. He also reported having attended the County meeting today where they discussed the MOU between Forks and Clallam County for additional Opportunity Fund monies for the Wastewater Treatment Plant Project.

2:31 Lissy Andros, Director, Chamber of Commerce announced that the last Chamber of Commerce meeting for the year will be held on Wednesday, May 15, where a forum for candidates running for Commissioner of Public Lands, as well as State Senator will be held. She also reported attending a Port Angeles Chamber of Commerce meeting where she learned WASDOT is considering constructing four roundabouts between Port Angeles and Sequim.

5:37 [The Zoom meeting was interrupted by a recording spouting hate speech. The Zoom meeting was suspended.]

**ACTION ITEMS**

6:18 **1. Motion** to approve minutes of the April 22, 2024 Regular Meeting by Wood, second R. Grant, motion carried.

6:41 **2. Motion** to approve manual checks 43024 through 43029 and 43047 in the total amount of \$163,620.88, payroll checks 43030 through 43046 in the amount of \$132,484.64, claim checks 43048 through 43098 and EFTs as included in the total

amount of \$84,084.63, and travel checks 3681 through 3683 in the amount of \$654.49 by Wood, second R. Grant, motion carried.

7:45 [The Council meeting was paused to resume the Zoom meeting.]

8:56 [The Council and Zoom meetings were resumed.]

**3. Public Hearing on the Forks Water System Plan & Water Use Efficiency Goal Setting**

9:21 Mayor Fletcher opened the public hearing at 7:39 p.m.

There was no public comment.

10:14 Mayor Fletcher closed the public hearing at 7:40 p.m.

**4. 4<sup>th</sup> Quarter 2023 Treasurer's Report**

10:28 Clerk/Treasurer DePew introduced the 4<sup>th</sup> Quarter 2023 Treasurer's Report.

11:52 **Motion** to approve the 4<sup>th</sup> Quarter 2023 Treasurer's Report by Wood, second A. Grant, motion carried.

**5. Opportunity Fund Board Appointment**

Council Member A. Grant said she is willing to take on the position if permitted to do so as an elected official. Attorney/Planner Fleck said he would confirm.

13:29 **Motion** to table the Opportunity Fund Board appointment until the May 28 Regular Meeting by Gingell, second Wood, motion carried.

**6. Support for the Quileute Tribe's WCRRI Funding Application**

Attorney/Planner Fleck informed Council that the Quileute Tribe has asked for a letter of support in its request for Washington Coast Restoration and Resiliency Initiative funding for work they are doing along the Quillayute River.

15:20 **Motion** to authorize the Mayor and staff to draft and send a letter of support for the Quileute Tribe's WCRRI funding application by Wood, second Gingell, motion carried.

**7. Authorization of CDBG Housing Rehab Repayment Funds to Housing Authority**

Attorney/Planner Fleck reminded Council of the request from Peninsula Housing Authority regarding use of a portion of Community Development Block Grant Affordable Housing Rehab Loan Repayment funds to purchase the Oxbow Apartments.

18:20 **Motion** to authorize the allocation of \$60,000 to Peninsula Housing Authority from CDBG Housing Rehabilitation Project repayment funds for use in the acquisition of the Oxbow Apartments in Forks, ensuring that said facility remains a source of

affordable housing for low and very low-income families; and, the Mayor and staff be authorized to sign the documents necessary to ensure this occurs by Wood, second R. Grant, motion carried.

### **DISCUSSION ITEMS**

19:03 **1. Youth Week Proclamation**

Mayor Fletcher informed Council that he proclaimed May 1–7, 2024 as Youth Week in the City of Forks on April 30, 2024.

20:19 **2. Revenue Advisory Committee and Port Angeles Request**

Attorney/Planner Fleck informed Council that the City of Port Angeles has asked the DNR to transfer roughly 3,000 acres from active management designation to the City of Port Angeles or to into a non-harvest management status with another group. Discussion ensued with Council indicating their objection to the request. Attorney/Planner Fleck suggested the Mayor send a letter to the DNR expressing Council's sentiments on the matter.

25:22 **3. Continued Discussion on Trailer Parks Surcharge per Space and Campgrounds**

Mayor Fletcher stated his thoughts on the matter, and Mark Soderlind of the Marietta communities was informed of meeting rules of conduct.

### **4. Council Member Reports**

28:58 **Council Member Wood** informed Council there will be a ceremony at the Forks Cemetery at 11:00 a.m. on Memorial Day.

29:39 **Council Member R. Grant** reported he is running for District 24 position 2 in the State House of Representatives.

### **5. Staff Reports**

30:45 **Clerk/Treasurer DePew** said she is working on annual reporting for 2023, which is due at the end of the month.

31:02 **Public Works Director Hampton** reported on the status of various projects, costs, and funds, a pump issue at the wastewater treatment plant, water leak repairs, and water loss.

35:43 **Police Chief Rowley** said the new police hire will be starting the academy tomorrow and that he is seeing an uptick in jail holds with more predicted as cases originating during COVID are adjudicated.

37:35 **Attorney/Planner Fleck** reported on various meetings he has attended, including the Washington State Association of Municipal Attorneys Conference and with the Olympic Peninsula Recreation Collaborative regarding possibilities for the Klahanie Campground and the Snyder work camp. He also reported on the status of the RECOMPETE grant and the Tillicum Park Restroom Project.

40:33 **6. Mayor's Report**

Mayor Fletcher said he attended a Park Board meeting where he was pleased to hear about a 5- to 10-year plan for City parks.

41:50 **7. Executive Session** was called for ten minutes to consult with legal counsel regarding litigation.

42:07 At 8:12 p.m., Mayor Fletcher called for a 3-minute recess to be followed by the 10-minute Executive Session.

Part 2

0:02 Mayor Fletcher began the Executive Session at 8:15 p.m.

Mayor Fletcher ended the Executive Session at 8:25 p.m.

0:10 Mayor Fletcher resumed the Regular Meeting at 8:25 p.m.

**7. ADJOURNMENT**

**Motion** to adjourn by Soha, second Wood, motion carried. Meeting adjourned at 8:25 p.m.



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Tim Fletcher, Mayor



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Caryn DePew, Clerk/Treasurer