

City of Forks  
Council Meeting Minutes Regular Session  
City Council Chambers  
March 10, 2025 7:30 p.m.

0:01 **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.

0:35 **ROLL CALL**

Council members present: A. Grant, Soha, Gingell, and R. Grant. Absent: Wood. Staff present: DePew, Clerk/Treasurer, Fleck, Attorney/Planner [joined 7:31 p.m. via Zoom], Rowley, Police Chief, and Hampton, Public Works Director.

**MODIFICATIONS/APPROVAL OF AGENDA**

1:03 **Motion** to approve the agenda as presented by Gingell, second Wood, motion carried.

1:16 **PUBLIC COMMENT**

1:29 Skylar Foster thanked the Council for including the Quileute Tribe's PILT Agreement on the agenda.

**ACTION ITEMS**

**1. Minutes of Regular Meeting held February 24, 2025**

2:22 **Motion** to approve minutes of the Regular Meeting held February 24, 2025 by R. Grant, second Gingell, motion carried.

2:42 **2. Motion** to approve manual check 44109 in the amount of \$13,732.54, payroll checks 44110 through 44127 in the amount of \$132,883.06, claim checks 44128 through 44159 and EFTs as included in the total amount of \$399,983.07, and travel checks 3741 through 3744 in the amount of \$184.90 by R. Grant, second A. Grant, motion carried.

3:42 **3. 3<sup>rd</sup> Quarter 2024 Treasurer's Report**

Clerk/Treasurer DePew introduced the 3<sup>rd</sup> Quarter 2024 Treasurer's Report.

4:55 **Motion** to approve the 3<sup>rd</sup> Quarter Treasurer's Report by Gingell, second Soha, motion carried.

5:15 **4. Right of Way Vacation**

**A. Public Hearing**

5:22 Mayor Fletcher opened the public hearing at 7:35 p.m.

5:36 Lissy Andros asked which right-of-way was being vacated. Attorney/Planner Fleck answered her question.

6:39 Mayor Fletcher closed the public hearing at 7:36 p.m.

**B. Ordinance No. 683**

6:55 **Motion** to approve Ordinance No. 683 vacating an undeveloped easement by Gingell, second A. Grant, motion carried.

7:35 **5. Quileute Tribe PILT**

Attorney/Planner Fleck answered questions he had received from R. Grant regarding sales and B & O taxes. Some discussion ensued.

14:39 **Motion** to authorize the Mayor and staff to execute the Intergovernmental Agreement (PILT agreement) between the Quileute Tribe, Clallam County, and the City of Forks by Soha, second Gingell, motion carried 3–1 with A. Grant against.

**6. Set Rezone Request Public Hearing Date for April 14, 2025**

15:48 **Motion** to schedule the rezoning request public hearing date for April 14, 2025 by Gingell, second Soha, motion carried.

**DISCUSSION ITEMS**

**1. Council Member Reports**

16:18 **Council Member Soha** referred to the letter sent by the City saying that people are not to turn their own meters off or on, and asked for clarification.

23:28 **Council Member Gingell** said he is working on getting a banner for Memorial Day.

**2. Staff Reports**

24:28 **Clerk/Treasurer DePew** reported that West Coast Mechanical was awarded the HVAC maintenance contract through 2026, and that Lindsay Prose has tendered her two-week notice. She said the job title for Lindsay's position has been changed to accommodate needs in the front office.

25:29 **Public Works Director Hampton** said Mike Hirsch was hired for the position of Water Superintendent, opening up a Utilities/Maintenance Worker position. He also said graffiti had been cleaned off a City road.

26:11 **Police Chief Rowley** reported having attended the graduation of the last of our new patrol officer hires from the police academy. Some field training remains, but all positions are now filled.

27:24 **Attorney/Planner Fleck** reported that the Rural Development Initiative, Inc. had awarded funding to the Slip Point Lighthouse, Ginger's Closet, and a mural project by a property owner in Forks. He also said he and the Mayor participated in a meeting with the Governor regarding funding for repairs to the Upper Hoh Road.

28:19 **3. Mayor's Report**

Mayor Fletcher provided additional details of the meeting with the Governor regarding funding for repairs to the Upper Hoh Road. He said the Governor was enthusiastic about helping with the project.

**4. ADJOURNMENT**

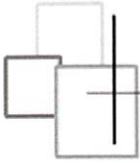
30:29 **Motion** to adjourn by Soha, second A. Grant, motion carried. Meeting adjourned at 8:00 p.m.

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Tim Fletcher, Mayor

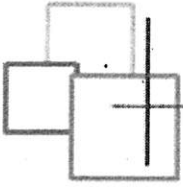
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Caryn DePew, Clerk/Treasurer



# Register

Number	Name	Fiscal Description	Amount
<u>44160</u>	AFLAC Remittance Processing	2025 - March - Second Council Date	\$21.00
<u>44161</u>	AWC Employee Benefit Trust	2025 - March - Second Council Date	\$355.00
<u>44162</u>	AWC Life Ins - Supplemental	2025 - March - Second Council Date	\$36.20
<u>44163</u>	Department of Employment Security	2025 - March - Second Council Date	\$140.06
<u>44164</u>	Dept of Labor & Industry	2025 - March - Second Council Date	\$2,100.84
<u>44165</u>	Dept of Retirement - Def Comp	2025 - March - Second Council Date	\$494.25
<u>44166</u>	Dept of Retirement Systems-LEOFF	2025 - March - Second Council Date	\$2,550.52
<u>44167</u>	Dept of Retirement Systems-PERS 2	2025 - March - Second Council Date	\$5,032.21
<u>44168</u>	Dept of Retirement Systems-PERS 3	2025 - March - Second Council Date	\$884.11
<u>44169</u>	Dept of Retirement Systems-PSERS	2025 - March - Second Council Date	\$2,157.65
<u>44170</u>	EFTPS	2025 - March - Second Council Date	\$16,611.05
<u>44171</u>	Employment Security Dept - PFML	2025 - March - Second Council Date	\$462.21
<u>44172</u>	Northwest Administrators	2025 - March - Second Council Date	\$120.50
<u>44173</u>	Teamsters Local 589	2025 - March - Second Council Date	\$261.50
<u>44174</u>	United Way	2025 - March - Second Council Date	\$37.00
<u>44175</u>	WA Cares	2025 - March - Second Council Date	\$292.89
<u>Direct Deposit Run - 3/20/2025</u>	Payroll Vendor	2025 - March - Second Council Date	\$51,473.31
			<b>\$83,030.30</b>



# Fund Transaction Summary

Transaction Type: Invoice  
Fiscal: 2025 - March - Second Council Date

Fund Number	Description	Amount
001	General Fund	\$47,641.17
101	Street	\$4,706.15
150	Transit Center Fund	\$299.96
400	Water	\$18,785.43
402	Sewer	\$7,661.27
410	Airport/Industrial Park	\$3,936.32
	<b>Count: 6</b>	<b>\$83,030.30</b>

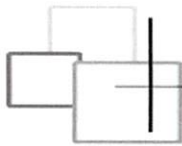
I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein, that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation, and that the claim is a just, due and unpaid obligation against the City of Forks, and that I am authorized to authenticate and certify to said claim.

Signed: \_\_\_\_\_  
Title: Accounting Technician

Date: \_\_\_\_\_

Audited and ordered paid by Forks City Council:

\_\_\_\_\_  
\_\_\_\_\_  
Auditing Committee



# Voucher Directory

Fiscal : 2025 - March

Council Date : 2025 - March - Second Council Date

Vendor	Number	Reference	Account Number	Description	Amount
<b>AWC Employee Benefit</b>					
	<b>44176</b>			<b>2025 - March - Second Council Date</b>	
		<b>032025/AWC Leoff 1</b>			
			<b>Leoff 1-Rice</b>		
			001-000-000-521-20-41-15	Rice	\$856.10
		<b>Total 032025/AWC Leoff 1</b>			<b>\$856.10</b>
	<b>Total 44176</b>				<b>\$856.10</b>
<b>Total AWC Employee Benefit</b>					<b>\$856.10</b>
<b>Beckwith Consulting Group</b>					
	<b>44177</b>			<b>2025 - March - Second Council Date</b>	
		<b>#11</b>			
			<b>GMA Grant</b>		
			001-000-000-558-61-41-03	GMA Grant Prof Serv GMA	\$6,450.00
		<b>Total #11</b>			<b>\$6,450.00</b>
	<b>Total 44177</b>				<b>\$6,450.00</b>
<b>Total Beckwith Consulting Group</b>					<b>\$6,450.00</b>
<b>Canon Fin Serv Inc</b>					
	<b>44178</b>			<b>2025 - March - Second Council Date</b>	
		<b>39091314</b>			
			<b>Copier Lease</b>		
			001-000-000-515-31-31-00	Operating Supplies	\$15.78
			001-000-000-558-61-31-00	Operating Supplies	\$15.78
			101-000-000-542-31-31-00	Operating Supplies	\$15.78
			400-000-000-534-80-31-00	Operating Supplies	\$47.36
			402-000-000-535-80-31-00	Operating Supplies	\$31.57
			410-000-000-552-10-31-00	Operating Supplies	\$31.57
		<b>Total 39091314</b>			<b>\$157.84</b>

**Total 44178**

**\$157.84**

**Total Canon Fin Serv Inc**

**\$157.84**

**Centurylink**

**44179**

**2025 - March - Second Council Date**

**032025/Centurylink**

**Telephones**

001-000-000-514-23-42-00	Communications	\$134.21
001-000-000-521-20-42-00	Communication	\$37.12
001-000-000-523-61-42-00	Communication	\$37.12
400-000-000-534-80-42-00	Communication	\$206.11
402-000-000-535-80-42-00	Communication	\$233.75
410-000-000-546-10-42-00	Communication	\$67.10

**Total 032025/Centurylink**

**\$715.41**

**Total 44179**

**\$715.41**

**Total Centurylink**

**\$715.41**

**CenturyLink Business Services**

**44180**

**2025 - March - Second Council Date**

**728404249**

**Broadband**

001-000-000-514-23-42-00	Communications	\$40.87
400-000-000-534-80-42-00	Communication	\$64.23
402-000-000-535-80-42-00	Communication	\$23.36
410-000-000-546-10-42-00	Communication	\$17.52
410-000-000-552-50-42-00	Communication	\$437.94

**Total 728404249**

**\$583.92**

**Total 44180**

**\$583.92**

**Total CenturyLink Business Services**

**\$583.92**

**Chinook Pharmacy Inc**

**44181**

**2025 - March - Second Council Date**

**032025/Chinook**

**Inmate Medication**

001-000-000-523-61-41-07	Inmate - Prescriptions	\$248.55
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**Black out info-HIPAA**

**Total 032025/Chinook**

**\$248.55**

**Total 44181**

**\$248.55**

Total Chinook Pharmacy Inc

\$248.55

Decker City Hardware Inc

44182

2025 - March - Second Council Date

032025/CIT001

Supplies	2025 - March - Second Council Date	
001-000-000-514-23-31-00	Operating Supplies	\$26.36
001-000-000-514-23-31-00	Operating Supplies	\$5.27
001-000-000-521-20-31-00	Operating Supplies	\$26.91
101-000-000-542-31-31-00	Operating Supplies	\$3.00
304-000-000-594-13-60-20	City Hall Improvements	\$5.63
304-000-000-594-13-60-20	City Hall Improvements	\$30.93
400-000-000-534-80-31-00	Operating Supplies	\$8.68
400-000-000-534-80-31-00	Operating Supplies	\$10.72
400-000-000-534-80-31-00	Operating Supplies	\$86.77
400-000-000-534-80-31-00	Operating Supplies	\$42.96
400-000-000-534-80-31-00	Operating Supplies	\$269.32
400-000-000-534-80-31-00	Operating Supplies	\$45.67
400-000-000-534-80-31-00	Operating Supplies	\$57.66
400-000-000-534-80-31-00	Operating Supplies	\$3.26
400-000-000-534-80-31-00	Operating Supplies	\$8.59
400-000-000-534-80-31-00	Operating Supplies	\$19.56
400-000-000-534-80-31-00	Operating Supplies	\$11.45
400-000-000-534-80-31-00	Operating Supplies	\$22.13
400-000-000-534-80-31-00	Operating Supplies	\$5.74
400-000-000-534-80-31-00	Operating Supplies	\$23.99
402-000-000-535-80-31-00	Operating Supplies	\$9.22
402-000-000-535-80-31-00	Operating Supplies	\$44.24
402-000-000-535-80-31-00	Operating Supplies	\$14.64
402-000-000-535-80-31-00	Operating Supplies	\$10.20
402-000-000-535-80-31-00	Operating Supplies	\$17.79
402-000-000-535-80-31-00	Operating Supplies	\$24.03
402-000-000-535-80-31-00	Operating Supplies	\$71.11
402-000-000-535-80-31-00	Operating Supplies	\$16.28
402-000-000-535-80-31-00	Operating Supplies	\$7.59
402-000-000-535-80-31-00	Operating Supplies	\$2.93
410-000-000-546-10-31-00	Operating Supplies	\$2.73
410-000-000-546-10-31-00	Operating Supplies	\$13.67



Account	Number	Description	Amount
	410-000-000-575-50-48-00	Repair & Maintenance	\$9.76
	410-000-000-575-50-48-00	Repair & Maintenance	\$21.71
	410-000-000-575-50-48-00	Repair & Maintenance	\$20.19
	410-000-000-575-50-48-00	Repair & Maintenance	\$23.56
	<b>Total 032025/CIT001</b>		<b>\$1,024.25</b>
	<b>032025/CIT002</b>		
	<b>Supplies</b>		
	001-000-000-521-20-31-00	Operating Supplies	\$43.43
	<b>Total 032025/CIT002</b>		<b>\$43.43</b>
	<b>Total 44182</b>		<b>\$1,067.68</b>
<b>Total Decker City Hardware Inc</b>			<b>\$1,067.68</b>

**Enterprise FM Trust**

03202025/EFT

2025 - March - Second Council Date

FBN5287750

**Vehicle Leases**

001-000-000-594-14-66-03	2020 Nissan Rogue	\$152.77
101-000-000-594-42-66-06	2020 Ford F550	\$327.80
101-000-000-594-42-66-07	2020 Toyota Tacoma 71021D - JC	\$45.28
400-000-000-594-34-66-03	2020 Nissan Rogue	\$248.95
400-000-000-594-34-66-04	2020 Toyota Tacoma 71022D - MH	\$565.80
400-000-000-594-34-66-05	2020 Toyota Tacoma 71023D - ND	\$565.80
400-000-000-594-34-66-06	2020 Ford F550	\$764.86
400-000-000-594-34-66-09	2021 Toyota Tacoma 71784D - PH	\$87.15
400-000-000-594-34-66-10	2020 Toyota Tacoma 710210D - JC	\$90.56
402-000-000-594-35-66-03	2020 Nissan Rogue	\$84.87
402-000-000-594-35-66-04	2020 Toyota Tacoma 71021D - JC	\$226.41
402-000-000-594-35-66-05	2022 Toyota Tacoma 72745D - SG	\$764.78
410-000-000-594-52-66-03	2020 Nissan Rogue	\$79.21
410-000-000-594-52-66-04	2020 Toyota Tacoma 741021D - JC	\$90.56

**Total FBN5287750**

**\$4,094.80**

**Total 03202025/EFT**

**\$4,094.80**

**Total Enterprise FM Trust**

**\$4,094.80**

**Fire Chief Equipment Co. Inc.**

44183

2025 - March - Second Council Date

0926305

**Fire Extinguisher Maint.**

	001-000-000-514-23-41-00	Professional Services	\$329.60
	001-000-000-521-20-41-00	Professional Services	\$367.63
	001-000-000-523-61-41-00	Professional Services	\$342.28
	101-000-000-542-31-41-00	Professional Services	\$101.42
	400-000-000-534-80-41-00	Professional Services	\$824.01
	402-000-000-535-80-41-00	Professional Services	\$316.93
	410-000-000-546-10-41-00	Professional Services	\$253.54
<b>Total 0926305</b>			<b>\$2,535.41</b>
<b>Total 44183</b>			<b>\$2,535.41</b>
<b>Total Fire Chief Equipment Co. Inc.</b>			<b>\$2,535.41</b>

**Forks Auto Electric**

**44184**

**2025 - March - Second Council Date**

**600802**

**Repair**

400-000-000-534-80-31-00	Operating Supplies	\$185.80
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**Total 600802**

**\$185.80**

**Total 44184**

**\$185.80**

**Total Forks Auto Electric**

**\$185.80**

**Forks Outfitters, Inc**

**44185**

**2025 - March - Second Council Date**

**032025/Outfitters**

**Supplies-Acct. #16**

001-000-000-511-61-49-00	Misc	\$65.16
001-000-000-514-23-31-00	Operating Supplies	\$7.33
001-000-000-514-23-31-00	Operating Supplies	\$6.04
001-000-000-523-61-31-00	Operating Supplies	\$38.06
101-000-000-542-31-31-00	Operating Supplies	\$68.10
150-000-000-547-10-49-01	Misc	\$25.79
304-000-000-594-13-60-20	City Hall Improvements	\$49.42
304-000-000-594-13-60-20	City Hall Improvements	\$22.32
304-000-000-594-13-60-20	City Hall Improvements	\$47.76
304-000-000-594-13-60-20	City Hall Improvements	\$53.18
304-000-000-594-13-60-20	City Hall Improvements	\$42.30
304-000-000-594-13-60-20	City Hall Improvements	\$29.29
304-000-000-594-13-60-20	City Hall Improvements	\$107.88
304-000-000-594-13-60-20	City Hall Improvements	\$4.98

Account Number	Description	Amount
304-000-000-594-13-60-20	City Hall Improvements	\$41.18
304-000-000-594-13-60-20	City Hall Improvements	\$29.29
400-000-000-534-80-31-00	Operating Supplies	\$81.43
400-000-000-534-80-31-00	Operating Supplies	\$42.22
400-000-000-534-80-31-00	Operating Supplies	\$22.77
400-000-000-534-80-31-00	Operating Supplies	\$11.94
400-000-000-534-80-31-00	Operating Supplies	\$9.83
400-000-000-534-80-31-00	Operating Supplies	\$17.35
400-000-000-534-80-31-00	Operating Supplies	\$194.33
400-000-000-534-80-49-00	Misc	\$29.86
402-000-000-535-80-31-00	Operating Supplies	\$17.37
402-000-000-535-80-31-00	Operating Supplies	\$3.35
402-000-000-535-80-31-00	Operating Supplies	\$4.07
402-000-000-535-80-31-00	Operating Supplies	\$6.51
402-000-000-535-80-31-00	Operating Supplies	\$15.18
402-000-000-535-80-31-00	Operating Supplies	\$29.94
402-000-000-535-80-31-00	Operating Supplies	\$32.11
402-000-000-535-80-31-00	Operating Supplies	\$6.30
402-000-000-535-80-31-00	Operating Supplies	\$68.40
402-000-000-535-80-49-00	Misc	\$9.50
410-000-000-546-10-31-00	Operating Supplies	\$3.80
410-000-000-546-10-31-00	Operating Supplies	\$3.13
410-000-000-552-50-49-00	Misc	\$5.43
<b>Total 032025/Outfitters</b>		<b>\$1,252.90</b>
<b>Total 44185</b>		<b>\$1,252.90</b>
<b>Total Forks Outfitters, Inc</b>		<b>\$1,252.90</b>
<b>Foster Garvey P.C.</b>		
<b>44186</b>	<b>2025 - March - Second Council Date</b>	
<b>2912494</b>		
<b>Industrial Park Lease</b>		
410-000-000-552-10-41-00	Professional Services	\$692.00
<b>Total 2912494</b>		<b>\$692.00</b>
<b>Total 44186</b>		<b>\$692.00</b>
<b>Total Foster Garvey P.C.</b>		<b>\$692.00</b>

**Good To Go!**

**44187**

**2025 - March - Second Council Date**

	<b>122470626</b>				
		<b>Bridge Toll-Pick Up Paint</b>			
		101-000-000-542-31-43-00	Travel		\$6.50
	<b>Total 122470626</b>				<b>\$6.50</b>
<b>Total 44187</b>					<b>\$6.50</b>
<b>Total Good To Go!</b>					<b>\$6.50</b>
<b>Hi-Tech Security, Inc</b>					
<b>44188</b>			<b>2025 - March - Second Council Date</b>		
	<b>102433</b>				
		<b>RAC Annual Fee</b>			
		410-000-000-575-50-41-05	Fire Alarm Monitoring		\$560.25
	<b>Total 102433</b>				<b>\$560.25</b>
<b>Total 44188</b>					<b>\$560.25</b>
<b>Total Hi-Tech Security, Inc</b>					<b>\$560.25</b>
<b>Hugo Maquibar Lucas Perez</b>					
<b>44189</b>			<b>2025 - March - Second Council Date</b>		
	<b>001</b>				
		<b>Interpreter Services</b>			
		001-000-000-512-52-41-03	Interpreter		\$65.00
	<b>Total 001</b>				<b>\$65.00</b>
<b>Total 44189</b>					<b>\$65.00</b>
<b>Total Hugo Maquibar Lucas Perez</b>					<b>\$65.00</b>
<b>Lemay Mobile Shredding</b>					
<b>44190</b>			<b>2025 - March - Second Council Date</b>		
	<b>4877365S185</b>				
		<b>Shredding</b>			
		001-000-000-521-20-47-18	Refuse		\$8.56
		400-000-000-534-80-47-18	Refuse		\$8.55
	<b>Total 4877365S185</b>				<b>\$17.11</b>
<b>Total 44190</b>					<b>\$17.11</b>
<b>Total Lemay Mobile Shredding</b>					<b>\$17.11</b>
<b>Lighting Concepts LLC</b>					
<b>44191</b>			<b>2025 - March - Second Council Date</b>		
	<b>2024-390</b>				

Account	Account Name	Account Number	Account Description	Amount
			<b>Colored Lights for Poles</b>	
		001-000-000-576-80-31-00	Operating Supplies	\$5,271.50
	<b>Total 2024-390</b>			<b>\$5,271.50</b>
	<b>Total 44191</b>			<b>\$5,271.50</b>
<b>Total Lighting Concepts LLC</b>				<b>\$5,271.50</b>
<b>Olympic Sewer &amp; Drain Cleaning</b>				
<b>44192</b>			<b>2025 - March - Second Council Date</b>	
	<b>33841</b>			
			<b>Septic Locate-A/P Trailer Sp.</b>	
		410-000-000-546-10-41-00	Professional Services	\$459.92
	<b>Total 33841</b>			<b>\$459.92</b>
	<b>E2311</b>			
			<b>50% Septic Clean Up &amp; Inspection A/P</b>	
		410-000-000-546-10-41-00	Professional Services	\$579.39
	<b>Total E2311</b>			<b>\$579.39</b>
	<b>Total 44192</b>			<b>\$1,039.31</b>
<b>Total Olympic Sewer &amp; Drain Cleaning</b>				<b>\$1,039.31</b>
<b>Olympic Springs Inc.</b>				
<b>44193</b>			<b>2025 - March - Second Council Date</b>	
	<b>032025/Oly. Springs</b>			
			<b>Water</b>	
		001-000-000-523-61-31-05	Inmate Welfare & Concessions	\$32.42
	<b>Total 032025/Oly. Springs</b>			<b>\$32.42</b>
	<b>Total 44193</b>			<b>\$32.42</b>
<b>Total Olympic Springs Inc.</b>				<b>\$32.42</b>
<b>Parametrix</b>				
<b>44194</b>			<b>2025 - March - Second Council Date</b>	
	<b>64511</b>			
			<b>WWTP Const. Engineering</b>	
		402-000-000-594-61-63-02	WWTF - Construction	\$7,641.25
	<b>Total 64511</b>			<b>\$7,641.25</b>
	<b>Total 44194</b>			<b>\$7,641.25</b>
<b>Total Parametrix</b>				<b>\$7,641.25</b>
<b>Piecemakers Quilt Club</b>				

44195

2025 - March - Second Council Date

032025/Piecemakers

2025 LT Award

140-000-000-557-30-49-08

Piecemakers

\$2,079.11

Total 032025/Piecemakers

\$2,079.11

Total 44195

\$2,079.11

Total Piecemakers Quilt Club

\$2,079.11

Postmaster - Trust Acct

44196

2025 - March - Second Council Date

032025/Postmaster

Postage

400-000-000-534-80-42-41

Postage

\$450.00

402-000-000-535-80-42-51

Postage

\$150.00

Total 032025/Postmaster

\$600.00

Total 44196

\$600.00

Total Postmaster - Trust Acct

\$600.00

Quadient Finance USA, Inc

44197

2025 - March - Second Council Date

032025/Quadiant

Postage

001-000-000-521-20-42-41

Postage

\$0.69

001-000-000-558-61-42-41

Postage

\$72.33

400-000-000-534-80-42-41

Postage

\$1,206.60

402-000-000-535-80-42-51

Postage

\$120.38

Total 032025/Quadiant

\$1,400.00

Total 44197

\$1,400.00

Total Quadient Finance USA, Inc

\$1,400.00

Quadient Leasing USA, Inc.

44198

2025 - March - Second Council Date

Q1779992

Q1 Postage Machine Lease

001-000-000-514-23-42-00

Communications

\$111.59

400-000-000-534-80-42-00

Communication

\$181.85

402-000-000-535-80-42-00

Communication

\$61.99

410-000-000-546-10-42-00

Communication

\$57.86

Company	Account #	Expense	Account Name	Category	Amount
		<b>Total Q1779992</b>			<b>\$413.29</b>
	<b>Total 44198</b>				<b>\$413.29</b>
<b>Total Quadient Leasing USA, Inc.</b>					<b>\$413.29</b>
<b>RC Anderson Enterprises LLC</b>					
	<b>44199</b>		<b>2025 - March - Second Council Date</b>		
		<b>1345</b>			
			<b>Forklift Repair</b>		
			402-000-000-535-80-35-00	Mach & Equipment	\$651.60
		<b>Total 1345</b>			<b>\$651.60</b>
	<b>Total 44199</b>				<b>\$651.60</b>
<b>Total RC Anderson Enterprises LLC</b>					<b>\$651.60</b>
<b>Rigby's Autobody Inc.</b>					
	<b>44200</b>		<b>2025 - March - Second Council Date</b>		
		<b>4667</b>			
			<b>Truck Repair</b>		
			400-000-000-534-80-48-53	2020 Toyota Tacoma 71023D - ND	\$1,490.86
		<b>Total 4667</b>			<b>\$1,490.86</b>
	<b>Total 44200</b>				<b>\$1,490.86</b>
<b>Total Rigby's Autobody Inc.</b>					<b>\$1,490.86</b>
<b>Sirennet</b>					
	<b>44201</b>		<b>2025 - March - Second Council Date</b>		
		<b>0274218</b>			
			<b>New Car Equipment &amp; Insallation</b>		
			001-000-000-521-20-48-22	2024 Ford Explorer	\$15,654.07
		<b>Total 0274218</b>			<b>\$15,654.07</b>
	<b>Total 44201</b>				<b>\$15,654.07</b>
<b>Total Sirennet</b>					<b>\$15,654.07</b>
<b>Sound Publishing, Inc</b>					
	<b>44202</b>		<b>2025 - March - Second Council Date</b>		
		<b>8161436</b>			
			<b>Advertising</b>		
			001-000-000-558-61-41-01	Advertising	\$1,913.00
			400-000-000-534-80-44-00	Advertising	\$92.25
		<b>Total 8161436</b>			<b>\$2,005.25</b>

	<b>8161727</b>				
		<b>Job Advert.-Water Super.</b>			
		400-000-000-534-80-44-00	<b>Advertising</b>		<b>\$39.50</b>
	<b>Total 8161727</b>				<b>\$39.50</b>
<b>Total 44202</b>					<b>\$2,044.75</b>
<b>Total Sound Publishing, Inc</b>					<b>\$2,044.75</b>
<b>Unum</b>					
	<b>44203</b>		<b>2025 - March - Second Council Date</b>		
		<b>032024/Unum</b>			
		<b>LEOFF 1 LTC Insurance</b>			
		001-000-000-521-20-41-15	<b>Rice</b>		<b>\$188.70</b>
		<b>Total 032024/Unum</b>			<b>\$188.70</b>
	<b>Total 44203</b>				<b>\$188.70</b>
<b>Total Unum</b>					<b>\$188.70</b>
<b>USDA</b>					
	<b>03242025/EFT</b>		<b>2025 - March - Second Council Date</b>		
		<b>03242025/USDA</b>			
		<b>Loan Payment</b>			
		400-000-000-591-34-70-01	<b>USDA Water Tank Loan Principal</b>		<b>\$2,646.48</b>
		400-000-000-592-34-80-01	<b>USDA Water Tank Loan Interest</b>		<b>\$3,153.52</b>
		<b>Total 03242025/USDA</b>			<b>\$5,800.00</b>
	<b>Total 03242025/EFT</b>				<b>\$5,800.00</b>
<b>Total USDA</b>					<b>\$5,800.00</b>
<b>Utilities Underground Location Center</b>					
	<b>44204</b>		<b>2025 - March - Second Council Date</b>		
		<b>5020159</b>			
		<b>Locates</b>			
		400-000-000-534-80-41-00	<b>Professional Services</b>		<b>\$12.80</b>
		<b>Total 5020159</b>			<b>\$12.80</b>
	<b>Total 44204</b>				<b>\$12.80</b>
<b>Total Utilities Underground Location Center</b>					<b>\$12.80</b>
<b>Verizon Wireless, Bellevue</b>					
	<b>44205</b>		<b>2025 - March - Second Council Date</b>		
		<b>6107820256</b>			



Vendor	Account Number	Account Name	Category	Amount
		<b>Cellular Service</b>		
		001-000-000-511-61-42-00	Communication	\$42.26
		001-000-000-521-20-42-00	Communication	\$371.34
		001-000-000-523-61-42-00	Communication	\$42.26
		400-000-000-534-80-42-00	Communication	\$440.64
		402-000-000-535-80-42-00	Communication	\$42.26
	<b>Total 6107820256</b>			<b>\$938.76</b>
<b>Total 44205</b>				<b>\$938.76</b>
<b>Total Verizon Wireless, Bellevue</b>				<b>\$938.76</b>
<b>Vision Municipal Solutions, LLC</b>				
<b>44206</b>				
		<b>2025 - March - Second Council Date</b>		
	<b>09-13334</b>			
		<b>Vision Conference</b>		
		001-000-000-514-23-43-11	Training	\$9.90
		001-000-000-523-61-43-11	Training/tuition	\$24.75
		400-000-000-534-80-41-43	Training	\$326.70
		402-000-000-535-80-41-53	Training	\$108.90
		410-000-000-546-10-43-11	Training	\$24.75
	<b>Total 09-13334</b>			<b>\$495.00</b>
	<b>09-13338</b>			
		<b>Vision Conference</b>		
		001-000-000-514-23-43-11	Training	\$128.25
		400-000-000-534-80-41-43	Training	\$209.00
		402-000-000-535-80-41-53	Training	\$71.25
		410-000-000-546-10-43-11	Training	\$66.50
	<b>Total 09-13338</b>			<b>\$475.00</b>
<b>Total 44206</b>				<b>\$970.00</b>
<b>Total Vision Municipal Solutions, LLC</b>				<b>\$970.00</b>
<b>WA Assoc Of Sheriff/Police Chiefs</b>				
<b>44207</b>				
	<b>2024-00546</b>			
		<b>Dues-Prose</b>		
		001-000-000-521-20-49-42	Membership/Dues	\$75.00
	<b>Total 2024-00546</b>			<b>\$75.00</b>
<b>Total 44207</b>				<b>\$75.00</b>
<b>Total WA Assoc Of Sheriff/Police Chiefs</b>				<b>\$75.00</b>

**WA Dept of Corrections**  
**44208**

**2025 - March - Second Council Date**

**F190846**

**Inmate Food**

001-000-000-523-61-31-11

27000groceries-Food

**\$1,289.40**

**Total F190846**

**\$1,289.40**

**Total 44208**

**\$1,289.40**

**Total WA Dept of Corrections**

**\$1,289.40**

**Whitehead's Auto Parts**  
**44209**

**2025 - March - Second Council Date**

**032025/Whitehead's**

**Parts and Supplies**

101-000-000-542-31-31-00

Operating Supplies

**\$13.08**

101-000-000-542-31-48-81

95 Eight YD Dump 39132D

**\$145.11**

400-000-000-534-80-31-00

Operating Supplies

**\$353.86**

400-000-000-534-80-31-00

Operating Supplies

**\$15.68**

400-000-000-534-80-31-00

Operating Supplies

**\$22.99**

402-000-000-535-80-31-00

Operating Supplies

**\$20.13**

**Total 032025/Whitehead's**

**\$570.85**

**Total 44209**

**\$570.85**

**Total Whitehead's Auto Parts**

**\$570.85**

**Zumar Industries Inc**  
**44210**

**2025 - March - Second Council Date**

**50214**

**Address Signs**

101-000-000-542-31-31-67

Street Signs

**\$587.27**

**Total 50214**

**\$587.27**

**50998**

**Street Signs**

101-000-000-542-31-31-67

Street Signs

**\$2,476.10**

**Total 50998**

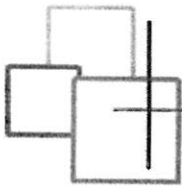
**\$2,476.10**

**Total 44210**

**\$3,063.37**

**Total Zumar Industries Inc**

**\$3,063.37**



# Fund Transaction Summary

Transaction Type: Invoice  
Fiscal: 2025 - March - Second Council Date

Fund Number	Description	Amount
001	General Fund	\$34,547.39
101	Street	\$3,789.44
140	Lodging Tax Fund	\$2,079.11
150	Transit Center Fund	\$25.79
304	Capital Improvement	\$464.16
400	Water	\$15,328.14
402	Sewer	\$10,960.19
410	Airport/Industrial Park	\$3,522.09
	<b>Count: 8</b>	<b>\$70,716.31</b>

I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein, that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation, and that the claim is a just, due and unpaid obligation against the City of Forks, and that I am authorized to authenticate and certify to said claim.

Signed: \_\_\_\_\_  
Title: Accounting Technician

Audited and ordered paid by Forks City Council:

Date: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
Auditing Committee

# Homelessness Task Force

## Regular Meetings

- [Meeting Schedules and Location \(PDF\)](#)

## Members

- [Members \(PDF\)](#)

## Agendas & Minutes

Agendas are available prior to the meetings. Minutes are available following approval.

[View Most Recent Agendas and Minutes](#)

[Access to Live & Archived Meetings, Agendas and Minutes](#)

## Overview

### Role & Purpose

The Role and Purpose of the Homelessness Task Force (HTF) is as stated by the Board of Clallam County Commissioners Resolution 85, 2005. This committee will follow Clallam County Policy and Procedure 952 - Boards and Committees except as amended by these bylaws.

The HTF does not have the authority outside of its jurisdiction to enforce policy or create rules.

The HTF provides an important link between the public and the Board of County Commissioners (BOCC). Task Force members provide important information about community needs and opinions that can affect Clallam County policies and lead to improved services for county citizens dealing with issues of housing or homelessness.

Shelter Provider Network meetings take place on the third Wednesday of every month. For location and time, call 360-452-4737.

### Mission & Vision

The Clallam County Commissioners established the Clallam County Homelessness Task Force in 2005 to serve as an advisory committee to the Board of Commissioners to advise and recommend on issues relating to the 10-Year Plan to End Homelessness in Clallam County by 2015.

Decent, affordable housing is a basic human right for everyone, we are resolved to end homelessness in Clallam County.

## **Further Purpose & Responsibilities**

### **Planning & Goal Setting**

Planning the expenditure of available funding based on goals set in recognition of the community needs.

### **Communication with the BOCC**

The HTF advises the BOCC on various issues of concern to people experiencing or at risk of experiencing homelessness.

### **Oversight Role**

The HTF performs an Oversight Role regarding the work addressing homelessness issues in Clallam County. They also assist in providing oversight of the services and programming offered. HTF also provides an avenue for various community members to voice their concerns and suggestions for services to people experiencing or at risk of experiencing homelessness. The HTF is also responsible for identifying long-term issues and recommending initiatives to respond to them.

### **Inform & Educate Community Members**

Members of the HTF assist Health and Human Services (HHS) staff in monitoring and evaluating the various programs that receive public funds to address homelessness issues in Clallam County.

### **Members of the Homelessness Task Force**

- Promote diversity, civility and unity in discussions and decisions
- Take responsibility for educating themselves about the needs and preferences of people experiencing homelessness
- Listen to the community for information that may be of value to the work of the County and communicate that information to the HTF and/or HHS staff

## **2025 Homelessness Task Force**

Bi-monthly on the 1<sup>st</sup> Tuesday of the month  
2:30 – 4:00 pm  
BOCC Meeting Room 160  
223 East 4th Street, Port Angeles WA  
*(unless otherwise noted on the meeting agenda)*

February 4, 2025
April 1, 2025
June 3, 2025
August 5, 2025
October 7, 2025
December 2, 2025
February 3, 2026

<b>Name</b>	<b>Affiliate</b>	<b>Pledge</b>
Senator Chapman	Personal	\$ 100
Representative Bernbaum	Personal	\$ 100
Representative Tharinger	Personal	\$ 100
Anna Matsche	Personal	\$ 50
Christian Matsche	Personal	\$ 50
Gary Peterson	Personal	\$ 50
Charlotte Peterson	Personal	\$ 50
Glynda Schaad	Personal	\$ 500
Liz Dias Rodriguez	Personal	\$ 25
Christine Porter	Personal	\$ 100
Stan Peterson	Personal	\$ 50
Linda Peterson	Personal	\$ 50
Nels Peterson	Personal	\$ 50
Katelynn Peterson	Personal	\$ 50
Kari McCommon	Personal	\$ 25
"Billy" William Stavick	Personal	\$ 25
Randy Johnson	Personal	\$ 100
Rod Fleck	Personal	\$ 100
Tim Fletcher	Personal	\$ 100
Heidi Eisenhour	Personal	\$ 100
Priya Jayadev	Personal	\$ 100
Steve Raider-Ginsburg	Personal	\$ 50
Mike French	Personal	\$ 100
Adam Simon	Personal	\$ 500
Roger Oakes	Personal	\$ 150
Merrily Mount	Personal	\$ 100
Joey Gawarzewski	Personal	\$ 20
Anonymous	Personal	\$ 50
Bryan Walker	Personal	\$ 25
Anonymous	Personal	\$ 200
Jane Lohry Armstrong	Personal	\$ 400
Robert Kegel	Personal	\$ 50
RaDonna Gaddis	Personal	\$ 20
Katheleen Kerr	Personal	\$ 300
Sara Cambell	Personal	\$ 100
Katie Wade	Personal	\$ 20
Emily Waddell	Personal	\$ 50
Diane McDade	Personal	\$ 500
Ciara Trexler Manente	Personal	\$ 50
Savannah Humphrey	Personal	\$ 25
Monte Reinders	Personal	\$ 200
Anonymous	Personal	\$ 25
Deborah Tragasz	Personal	\$ 10

Kristi McLaren	Personal	\$	20
Gennevieve Bordeau	Personal	\$	25
Fred & Brittany Brown	Personal	\$	100
Emma Palmer	Personal	\$	50
Sara Hope Barron	Personal	\$	50
Katrina Reines	Personal	\$	25
Marsha Massey	Personal	\$	100
Ruth Jenkins	Personal	\$	100
Carla Main / Brad West	Personal	\$	500
Marsha Massey	Personal	\$	100
Andrew Maples	Personal	\$	5
Lori Merritt	Personal	\$	20
Anglers Obsession	Personal	\$	500
Bruce Hanify	Personal	\$	100
Christi Baron	Personal	\$	100
JoAnn Allen	Personal	\$	200
Kitty Sperry	Personal	\$	100
Lissy Andros	Personal	\$	100
Mavis Amundson & George Erb	Personal	\$	200
Michael Gurling	Personal	\$	100
Paul Jarkiewicz	Personal	\$	100
Stan & Linda Peterson (personal)	Personal	\$	1,000
Tom Larkin	Personal	\$	50
Dave Ramey	Personal / Realtor Assn Member	\$	100
Greg McCarry Westerra Homes	Personal / Realtor Assn Member	\$	200
Debbie Rutherford	Personal / Realtor Assn Member	\$	100
Lori Taylor	Personal / Realtor Assn Member	\$	100
Marguerite Glover	Personal / Realtor Assn Member	\$	100
Michelle Adkisson	Personal / Realtor Assn Member	\$	100
Erika Word	Personal / Realtor Assn Member	\$	100
Melanie Pilgram	Personal / Realtor Assn Member	\$	100
Sarah Forshaw	Personal / Realtor Assn Member	\$	100
Scott Gordon	Personal / Realtor Assn Member	\$	100
	Personal / Realtor Assn Member		
Kim Reynolds & Melanie Pilgram	Personal / Short Term Rental Group	\$	100
Lorrie Mittmann	Personal / Short Term Rental Group	\$	100
Johnna Roark	Personal / Short Term Rental Group	\$	25
Spencer Larsen	Personal / Short Term Rental Group	TBD	
Kelly Johnson	Personal / Port Angeles Business Assn	\$	100
Jim McEntire	Personal / Port Angeles Business Assn	\$	100
Julia Hunt	Personal / Port Angeles Business Assn	TBD	



Dick Pilling	Personal / Port Angeles Business Assn	\$	100
Steve Burke	Personal / Port Angeles Business Assn	\$	100
Stan Forsell	Personal / Port Angeles Business Assn	\$	500
Brian Pruitett	Personal / Port Angeles Business Assn	\$	100
Mark Hodgson	Personal / Port Angeles Business Assn	\$	100
Sharon Ann Hamilton	Personal / Port Angeles Business Assn	\$	100
Dave Neupert	Personal / Port Angeles Business Assn	\$	100
Julie Hatch	Personal / Port Angeles Business Assn	\$	50
Dann May & Phyllis Bernard	Personal / Port Angeles Business Assn	\$	100
Edna Peterson	Personal / Port Angeles Business Assn	\$	100
Tommy Farris	Olympic Hiking Co.	\$	100
Sara Leger Farris	Leger Experiences LLC	\$	100
Namaste Stayton	The Blackbear Diner - Sequim	\$	100
" " Namaste Stayton	Holiday Inn Express - Sequim	\$	100
" " Namaste Stayton	Quality Inn and Suites - Sequim	\$	100
	Hard Rain Café	\$	750
	Native to Twilight	\$	250
Erik Marks	Port Angeles Wharf	\$	100
	Peek 6 Adventure Store	\$	1,000
	Hoh Valley Cabins	\$	1,000
Colleen McAleer	Clallam Economic Development Council	\$	100
Dan Moore	The Adventure Hub	\$	200
	Port Angeles Business Association	\$	250
Marsha Massey	Olympic Peninsula Visitor Bureau	\$	500
Kyla Mager	Country Aire Natural Foods	\$	500
Marc Abshire	Port Angeles Chamber of Commerce	\$	100
	7 Cedars Hotel & Casino	\$	100
Steve Shivley	Olympic Peninsula Gateway VIC	\$	500
Lillie Phillips	Welly's Ice Cream	\$	100
Lori Smith	Elevate Outdoors	\$	100
	Port Angeles Business Association Board	\$	250
Maureen Pfaff	Olympic Peninsula Title	\$	100
	Chintu Patel / Olympic Lodging	\$	5,000
	Evergreen 76	\$	500
	Forks Outfitters	\$	1,000
	Miller Tree Inn	\$	1,000
	Pacific Forest Management	\$	250
	Quillayute River Resort	\$	100
	Ross Gibley - River's Edge Lodging	\$	250
	Shane & Devennie Anderson (Airbnb)	\$	100
	Sol Duc Riverside Cottages	\$	300
	West Peak Services	\$	1,000

**TOTAL**

**\$ 27,240**