

City of Forks  
Council Meeting Minutes Regular Session  
City Council Chambers  
September 8, 2025 7:30 p.m.

**PLEDGE OF ALLEGIANCE AND CALL TO ORDER**

0:05 Mayor Fletcher led the Pledge of Allegiance and then called the meeting to order at 7:30 p.m.

0:56 **ROLL CALL**

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

**MODIFICATIONS/APPROVAL OF AGENDA**

[0:31] Mayor Fletcher asked that his Patriot Week Proclamation be added to the agenda as Discussion Item 2.

1:20 **Motion** to approve the agenda as modified by Patel, second Coleman, motion carried.

**PUBLIC COMMENT**

1:49 Chip Keen provided an update on the Emergency Management Conex box at the Quillayute Airport, and asked permission to remove a tree that is an obstacle to getting electricity to the box.

3:53 Rob Nelson, President, West End Thunder thanked the Council and City staff for their help with a successful year of racing.

4:16 Sarah Huling said that calls to dispatch are not answered after hours. Rather, people must call 911. She also asked that a time for public response/comment be added to the end of Council meeting agendas. She then presented a petition asking the Clallam County Board of Commissioners to modify or to vote against the current resolution that would add an additional fee to property tax bills to fund the Clallam Conservation District.

7:06 Lissy Andros, Director, Forks Chamber of Commerce reported on visitor activity, and reminded Council the Forever Twilight in Forks Festival will be held over the coming weekend.

**ACTION ITEMS**

**1. Expenditures**

7:53 **Motion** to approve manual check 44787 and EFTs as included in the total amount of \$10,127.29, payroll checks 44788 through 44805 in the amount of \$138,304.85,

and claim checks 44809 through 44833 and EFTs as included in the total amount of \$63,431.24 by Patel, second Soha, motion carried.

**2. Set Comprehensive Hazard Mitigation Plan Public Hearing**

8:45 **Motion** to set the public hearing on the Comprehensive Hazard Mitigation Plan for October 13, 2025 by Soha, second Patel, motion carried.

**DISCUSSION ITEMS**

9:05 **1. Proclamation Designating October 2025 as Resilience Awareness Month in Forks**

Mayor Fletcher read the proclamation he will be issuing.

11:19 **2. Proclamation Designating September 8–14, 2025 as Patriotism Week in Forks**

Mayor Fletcher read the proclamation he will be issuing in conjunction with the Benevolent and Protective Order of Elks Lodge #2524.

13:07 **3. Park Board Minutes**

Mayor Fletcher directed Council to minutes from the Tillicum Park Board meeting of August 14, 2025 contained in their notebooks.

13:19 **4. Capital Improvement Plan 2026-2031**

13:35 Attorney/Planner Fleck reminded Council that any questions regarding the proposed Plan should be asked sooner rather than later, that the public hearing on the Capital Improvement Plan 2026-2031 was set for September 22, and that there will be additions from the Quillayute Airport Master Plan.

**5. Council Member Reports**

15:03 **Council Member Soha** reported the licensing office in Forks was abruptly closed due to the person running it accepting a job at the prison, and that the position will be coming up for bid soon.

**6. Staff Reports**

16:08 Mayor Fletcher informed Council that Deputy Clerk Ginger Simons will be filling in for Clerk/Treasurer DePew at the next meeting.

16:23 **Public Works Director Hampton** reported the chip-seal project is complete except for a few final details.

16:44 **Attorney/Planner Fleck** informed Council of the public hearing on the GMA Comprehensive Plan at the next meeting of the Planning Commission, and that two seats on the Planning Commission will soon be vacant. He also said he's been in discussion with the FAA regarding grant funding for runway and hangar improvements, and dealing with the Discovery Trail extension to Tillicum.


18:27 **7. Mayor's Report**

Mayor Fletcher reported the birth of another grandson.

**8. ADJOURNMENT**

18:52 **Motion** to adjourn by Soha, second Coleman, motion carried. Meeting adjourned at 7:49 p.m.

  
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Caryn DePew, Clerk/Treasurer

  
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Tim Fletcher, Mayor