

City of Forks
Council Meeting Minutes Regular Session
City Council Chambers
October 13, 2025 7:30 p.m.

PLEDGE OF ALLEGIANCE AND CALL TO ORDER

0:02 Mayor Fletcher led the Pledge of Allegiance and then called the meeting to order at 7:31 p.m.

0:30 **ROLL CALL**

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

MODIFICATIONS/APPROVAL OF AGENDA

0:53 **Motion** to approve the agenda as presented by Gingell, second Patel, motion carried.

PUBLIC COMMENT

1:20 Mike Leavitt, representing Forks Elks Lodge #2524, explained Red Ribbon Week and asked the Mayor to once again proclaim the last week of October Red Ribbon Week.

2:00 Lissy Andros, Director Forks Chamber of Commerce, said town is busy and the Visitor Information Center received 300 visitors today. [Columbus Day]

ACTION ITEMS

1. Minutes of Regular Meeting held September 22, 2025

2:34 **Motion** to approve minutes of the Regular Meeting held September 22, 2025 by Patel, second Soha, motion carried.

2. Expenditures

2:50 **Motion** to approve manual check 44890 and EFTs as included in total amount of \$9,876.64, payroll checks 44891 through 44908 in the amount of \$135,740.35, claim checks 44909 through 44949 and EFTs as included in the total amount of \$157,902.23, and travel checks 3758 through 3762 in the amount of \$1,192.40 by Patel, second Gingell, motion carried.

3:42 **3. Comprehensive Hazard Mitigation Plan**

A. Public Hearing

4:05 Mayor Fletcher opened the public hearing at 7:35 p.m.

There was no public comment.

4:26 Mayor Fletcher closed the public hearing at 7:35 p.m.

B. Resolution No. 530

- 4:41 **Motion** to approve Resolution No. 530 adopting the Multi-Jurisdictional Hazard Mitigation Plan Update (2024) and the City of Forks Annexed Hazard Mitigation Plan by Gingell, second Patel, motion carried.

4. EarthScope Consortium Lease Agreement Renewal

- 5:05 Attorney/Planner Fleck briefly explained the original lease, its history, and the equipment EarthScope Consortium has at the Quillayute Airport.

- 6:25 **Motion** to renew the lease agreement with EarthScope Consortium by Soha, Second Gingell, motion carried.

5. Set Budget Hearing Schedule

Council reviewed the proposed schedule.

- 7:20 **Motion** to approve the proposed 2026 budget hearing schedule by Soha, second Patel, motion carried.

DISCUSSION ITEMS

7:37 1. Red Ribbon Week Proclamation

Mayor Fletcher read the proclamation declaring October 23–31 Red Ribbon Week in the City of Forks.

9:45 2. Quillayute Airport Runway Project Engineer Update

Attorney/Planner Fleck introduced a contract with Century West Engineering for the on-call engineer Council approved at the June 9, 2025 Regular Meeting, and informed Council the Mayor would be signing the contract the following day.

3. Council Member Reports

- 10:50 **Council Member Patel** agreed with Lissy Andros that there are still many tourists in town.

- 11:37 **Council Member Soha** also commented on the number of visitors in town.

- 13:52 **Council Member Gingell** asked about the Hoh Tribe's conduit extension referred to in a letter from the Mayor to Chairwoman Darlene Hollum in Council notebooks. Attorney/Planner Fleck said he would explain further in his report.

4. Staff Reports

- 14:43 **Clerk/Treasurer DePew** noted that work on the 2026 budget will begin soon.

- 15:00 **Public Works Director Hampton** reported having attended the annual Infrastructure Assistance Coordinating Council conference where funding opportunities for public works projects are explained. He met individually with one group with which he talked about funding for a generator for the wastewater treatment plan and the stormwater system, and another group that helps find funding that he would like to talk with further.

15:57 **Police Chief Rowley** suggested people clean their chimneys and check their fire extinguishers with the cold weather having already begun.

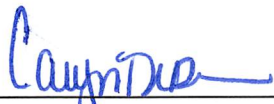
16:11 **Attorney/Planner Fleck** reported having joined in the EDC Board meeting and a meeting of the Washington Coast Marine Advisory Council while on vacation, and explained the details of the charging station the Hoh Tribe is putting on a lot they own behind their administrative support building at 71 South Forks Ave. Gingell and Soha voiced concerns about the conduit extension the Mayor has authorized. Discussion ensued. Attorney/Planner Fleck said he would follow-up on the concerns. He then reported he is still working on the lease with Riverside Forest Products USA, that the County Board of Commissioners will hold a public hearing on Opportunity Fund grant applications on November 4, and that the governor's office announced that Riverside would be the recipient of a grant to pay for the lighting and additional equipment at the Industrial Park.

25:10 **5. Mayor's Report**

Mayor Fletcher said he enjoyed attending Fish 'n Brew.

6. ADJOURNMENT

25:58 **Motion** to adjourn by Soha, second Gingell, motion carried. Meeting adjourned at 7:57 p.m.



Caryn DePew, Clerk/Treasurer



Tim Fletcher, Mayor