

City of Forks  
Council Meeting Minutes Regular Session  
City Council Chambers  
March 9, 2026

**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.

**ROLL CALL**

Council members present: Kimball, Soha, Gingell [present via Zoom], Pearson, and Mayor Fletcher. Absent: Patel. Staff present: DePew, Clerk/Treasurer, Fleck, Attorney/Planner, Rowley, Police Chief [arrived 7:45], and Hampton, Public Works Director.

**MODIFICATIONS/APPROVAL OF AGENDA**

1:01 **Motion** to approve the agenda as presented by Soha, second Pearson, motion carried.

**PUBLIC COMMENT**

1:42 Teresa Kennedy mentioned a letter she had submitted to Attorney/Planner Fleck and was included in Council's notebooks, spoke about issues with a neighbor on Shearer Street, and asked to whom she should address questions regarding the various issues.

5:50 Lissy Andros, Director, Forks Chamber of Commerce presented some tourism statistics, including a new record number of Visitor Information Center guest book signatures in February at 3,052, and 905,053 Twilight visitors since the first book was published. She also announced The State of the City will be presented by Mayor Fletcher and City staff at the March 18, 2026 Chamber of Commerce Meeting, as well as a summer movie series pending approval by the City Council.

6:58 Eric Shields read a letter he had prepared and sent to the City about a large leak and the resulting water bill.

**ACTION ITEMS**

**1. Council Meeting Minutes**

7:17 **Motion** to approve minutes from the January 26 and February 9, 2026 Regular Meetings by Soha, second Pearson, motion carried.

**2. Expenditures**

9:48 **Motion** to approve manual check 45460 in the amount of \$13,474.39, payroll checks 45461 through 45479 in the amount of \$145,753.23, claim checks 45480 through 45506 and EFTs as included in the total amount of \$41,937.21, and travel checks 3765 through 3767 in the amount of \$885.40 by Soha, second Kimball, motion carried.

### **3. December 2025 Treasurer's Report**

11:18 **Motion** to approve the December 2025 Treasurer's Report by Gingell, second Soha, motion carried.

### **4. SR 110 Flood Risk Reduction Project Letter of Support**

11:45 Attorney/Planner Fleck informed Council of the County's request for support of their Floodplains by Design Project funding application and introduced a draft of the letter of support.

12:41 Gingell asked if the application is associated with the Quillayute River oxbow project. Attorney/Planner Fleck said it is not.

13:51 **Motion** to authorize the Mayor and staff to issue a letter of support for the SR 110 Flood Risk Reduction and Lower Bogachiel River Restoration Projects by Soha, second Gingell, motion carried.

### **5. Forks Industrial Park**

#### **A. County Opportunity Fund Grant & Loan Industrial Park Award**

14:19 Attorney/Planner Fleck introduced the Clallam County Opportunity Fund Program Grant and Loan Award Agreement, and asked Council to approve the Agreement. Some discussion ensued.

16:41 **Motion** to approve the Clallam County Opportunity Fund Grant and Loan Award Agreement by Soha, second Pearson, motion carried.

#### **B. Insulation Bids**

17:21 Attorney/Planner Fleck explained the request for bids was modified based on input from Joel Dressel, who the City pays for plan review, and issued again after Council had rejected earlier bids, and introduced the bids received. He then asked the Council to reschedule action on this item for the next Regular Meeting due to time constraints with bid review and verification.

19:33 **Motion** to continue Item 5-B to the next Regular Meeting by Soha, second Kimball, motion carried.

#### **C. PUD Mainline**

##### **1. Archaeology Contract Award**

20:05 Attorney/Planner Fleck explained the City's request for proposals for archaeological work in association with trenching and excavation required to increase the electrical capacity at the Industrial Park and the recommended respondent. Some discussion ensued.

23:46 **Motion** to award the archaeology contract to Cultural Resources Consultants, the lowest responsible bidder at \$12,620 by Soha, second Gingell, motion carried.

2. Cabinet Price Increase  
24:20 Attorney/Planner Fleck explained the increase in metering cabinet cost, and the delay associated with a lower priced cabinet. He then fielded questions regarding the project in general.

28:50 **Motion** to approve the increase in metering cabinet cost by Gingell, second Pearson, motion carried.

#### **6. Quillayute Airport Fund Match Certification for WSDOT-A**

29:25 Attorney/Planner Fleck explained the need for Council certification of funding for its Airport Aid Grant Program funding application associated with Quillayute Airport pavement rehabilitation and vehicle gate engineering.

33:43 **Motion** to certify funding for the Airport Aid Grant Program funding match for Quillayute Airport pavement rehabilitation by Soha, second Pearson, motion carried.

#### **7. King Ranch Culvert Engineering Contract Award**

34:13 Attorney/Planner Fleck explained the King Ranch culvert project and the request for proposals and qualifications for project engineering issued by the City.

40:00 **Motion** to authorize the Mayor and staff to enter into contract negotiations and execute a contract, if the cost is reasonable for the project budget, with Skillings, the most qualified respondent by Soha, second Kimball, motion carried.

#### **8. Resolution No. 534: Susan J. Owens Tribute**

40:42 Attorney/Planner Fleck introduced the proposed resolution and reminded Council how it came about. He also talked about other tributes to Justice Owens.

44:51 **Motion** to approve Resolution No. 534, Susan J. Owens Tribute, by Soha, second Pearson, motion carried.

### **DISCUSSION ITEMS**

#### **1. Public Works Application**

45:19 Attorney/Planner Fleck informed Council that at the next Regular Meeting, they will be asked to approve a resolution associated with a grant/loan application to undertake and complete a wastewater facility plan required to assess the City's wastewater treatment facility and key components. Public Works Director Hampton provided background and additional information.

#### **2. Council Member Reports**

50:36 **Council Member Pearson** said the Catholic Archdiocese has granted permission for a fundraiser and ongoing fund to help those returning to their native countries, and their families, as they work toward legal status in the U.S.

### **3. Staff Reports**

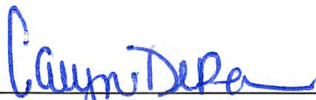
- 52:40 **Clerk/Treasurer DePew** offered Council final printed copies of the 2026 budget.
- 53:14 **Public Works Director Hampton** reported his crew is still working on E Street, but that the new water line passed pressure testing. He said he is going to be busy with various other tasks, including updating the emergency water plan.
- 54:25 **Police Chief Rowley** said Miranda Tyree left for the academy, and suggested people keep some sort of cold-weather emergency kit in their cars.
- 55:47 **Attorney/Planner Fleck** said the Recreation and Conservation Office granted the extension for the Parks, Open Space, and Trails Plan, and explained the planning process. He also reported on the progress of efforts to acquire funding for the multi-phase building stabilization project at Quillayute Airport; winners of Clallam Economic Development Council awards, including Forks Outfitters being named Business of the Year. He then addressed the complaint by Teresa Kennedy and other property owners affected by a property on Shearer Street.

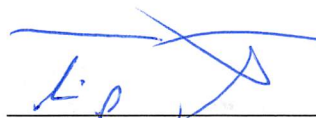
### **4. Mayor's Report**

1:04:21 Mayor Fletcher directed Council to the notice of the Quileute Tribe's Non-gaming Land Acquisition Application and a print-out of RCW 35.12.060 Vacancy for nonattendance in their notebooks. He then recommended an RMSA training for Council that was explained by Attorney/Planner Fleck, and said he has been working at the Makers' Space and will be working on the tribute plaque for Susan J. Owens.

### **5. ADJOURNMENT**

- 1:07:28 **Motion** to adjourn by Soha, second Kimball, motion carried. Meeting adjourned at 8:38 p.m.

  
Caryn DePew, Clerk/Treasurer

  
Tim Fletcher, Mayor