

City of Forks
Council Meeting Minutes Regular Session
City Council Chambers
April 27, 2026

PLEDGE OF ALLEGIANCE AND CALL TO ORDER

0:01 Mayor Fletcher led the Pledge of Allegiance and then called the meeting to order at 7:30 p.m.

0:25 **ROLL CALL**

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

MODIFICATIONS/APPROVAL OF AGENDA

00:41 Mayor Fletcher asked that the agenda be modified to remove Item 5. Planning Commission Public Hearings as indicated in the modified agenda due to the lack of an attorney.

1:25 **Motion** to approve the modified agenda by Soha, second Patel, motion carried.

PUBLIC COMMENT

2:10 Bill Henderson, Maintenance and Facilities Manager, QVSD thanked the City's Police Department and all first responders from as far away as Quinault for their quick, efficient, and thorough response to the recent threat at Forks Middle School that resulted in a temporary lockdown.

3:48 Sarah Hanson also thanked first responders for their response to the lockdown but said it was very traumatic, and asked for some way for parents to be informed of what's happening during such an event, as well as a community debrief when it's over.

5:50 Annie Foster, who serves on the Park Board, said she was in attendance to answer questions regarding the RCO grant for which the Park Board is applying and to be sure nothing was missing from the application.

6:29 **PROCLAMATION**

Mayor Fletcher read his proclamation designating May 3–9, 2026 Youth Week in the City of Forks in conjunction with Forks Elks Lodge 2524.

ACTION ITEMS

1. Council Meeting Minutes

8:01 **Motion** to approve minutes from the March 23, 2026 Regular Meeting by Soha, second Patel, motion carried.

2. Council Meeting Minutes

8:29 **Motion** to approve minutes from the April 13, 2026 Regular Meeting by Soha, second Patel, motion carried.

3. Expenditures

8:28 **Motion** to approve manual check 45616 in the amount of \$8,162.19, payroll checks 45617 through 45633 in the amount of \$87,351.34, and claim checks 45634 through 45662 and EFTs as included in the total amount of \$64,689.29 by Patel, second Gingell, motion carried.

4. Skillings Consulting Contract - Authorization

10:22 **Motion** to authorize the Mayor and staff to enter into a consulting contract with Skillings, LLC for King Ranch culvert design by Soha, second Kimball, motion carried.

5. February 2026 Treasurer's Report

11:06 **Motion** to approve the February 2026 Treasurer's Report by Soha, second Patel, motion carried.

6. RCO Grant Application

A. Authorize Application for Tillicum Park Phase 1—\$500,000 Request

11:36 **Motion** to approve the application for a \$500,000 RCO grant for Phase 1 of Tillicum Park improvements by Soha, second Patel, motion carried.

B. RCO Resolution Authorizing the Application

12:00 **Motion** to approve Resolution No. 537 authorizing the Mayor and Attorney/Planner Fleck to act as the authorized representatives of the Washington State Recreation and Conservation Office as pertains to the City's application for an RCO grant for Tillicum Park playground improvements by Soha, second Patel, motion carried.

7. Quillayute Airport Hangar/Terminal Project

A. IJA Grant Application Approval

Mayor Fletcher introduced Melanie Johansen from Century West Engineering who was present via Zoom to answer any questions regarding grant funding and engineering costs associated with the Quillayute Airport Hangar/Terminal Project.

12:48 **Motion** to authorize the Mayor and staff to apply for \$113,000 in IJA funding for the Quillayute Airport Hangar/Terminal Project by Soha, second Patel, motion carried.

B. Hangar Sub Award

13:49 **Motion** to authorize the Mayor and staff to enter into a contract with Century West Engineering Corporation for the design phase of the Quillayute Airport Hangar/Terminal Project by Patel, second Kimball, motion carried.

- 14:10 **8. Quillayute Airport Runway Rehab Project**
- A. FAA AIP Grant Application Approval**
- 14:24 **Motion** to authorize the Mayor and staff to apply for FAA AIP funding for the runway rehab project at Quillayute Airport by Patel, second Kimball, motion carried.
- B. Design Contract Addendum Approval**
- 14:49 **Motion** to approve the addendum to the Runway, Taxiway, and Apron Rehabilitation Project – Phase 1 Design Master Agreement authorizing Century West Engineering Corporation to carry out and complete the Scope of Services by Patel, second Soha, motion carried.
- C. Construction Management Approval**
- 15:17 **Motion** to approve Century West Engineering Corporation to manage Quillayute Airport Runway Rehab Project Phase 2 construction by Patel, second Kimball, motion carried.
- D. Contract Award**
- 15:37 **Motion** to authorize the Mayor and staff to enter into a contract with Western United Civil Group for phase 2 of the Quillayute Airport Runway Rehab Project by Patel, second Kimball, motion carried.

DISCUSSION ITEMS

- 15:56 **1. 1st Quarter 2026 Reports**
Council reviewed 1st quarter 2026 Sales & Lodging Tax, Building Permits, Jail Statistics, and Visitor Information Center Statistics. Some discussion ensued.
- 18:23 **2. Park Board April 9, 2026 Minutes**
Council reviewed minutes from the April 9, 2026 Park Board meeting.
- 18:43 Pearson asked if Park Board meetings might ever be more structured than they currently are, especially with some large projects coming over the next few years. Clerk/Treasurer DePew said all aspects of these projects will be handled by the City. Mayor Fletcher noted the Park Board has come a very long way and will continue to evolve.
- 20:47 **3. Park Board April 17, 2026 Special Meeting Minutes**
Council reviewed minutes from the April 17, 2026 Special Meeting.
- 4. Council Member Reports**
- 21:03 **Council Member Patel** said he was very appreciative of the professional and timely response of all first responders to the school lockdown.
- 22:43 **Council Member Pearson** said she's been very happy with the work Annie Crippen is doing with the Park Board, and that we are very lucky to have the first

responders we do. She thanked Police Chief Rowley and asked him to extend her thanks to all those who responded to the school lockdown.

5. Staff Reports

25:25 **Public Works Director Hampton** directed Council to the Public Works Board pre-construction award letter in their notebooks and said work on the Wastewater Facilities Plan can go forward. He then directed Council to letters from vendors informing the City of upcoming price increases, and asked that Council keep price increases like this in mind during budget season.

26:56 **Police Chief Rowley** reported a very busy past week that didn't begin with the school lockdown, and went on to explain lockdown procedures for first responders and why people saw the things they did. He then said he is open to some sort of public debrief that would allow him to explain protocols and receive feedback and ideas from the community.

30:33 **6. Mayor's Report**


Mayor Fletcher also thanked first responders, and said he is aware parents want information passed through and will assist with that.

30:55 **7. ADJOURNMENT**

Motion to adjourn by Soha, second Patel, motion carried. Meeting adjourned at 8:01 p.m.



Caryn DePew, Clerk/Treasurer



Tim Fletcher, Mayor