

City of Forks
Council Meeting Minutes Regular Session
City Council Chambers
May 11, 2026

PLEDGE OF ALLEGIANCE AND CALL TO ORDER

0:03 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 [present via Zoom], Soha, Gingell, Pearson, and Mayor Fletcher. Absent: Kimball. Staff present: DePew, Clerk/Treasurer, Rowley, Police Chief, and Hampton, Public Works Director. Absent: Fleck, Attorney/Planner.

MODIFICATIONS/APPROVAL OF AGENDA

0:43 Mayor Fletcher noted an error on the agenda, and asked that the resolution number for Action Item 9 be changed from 537 to 538.

1:13 **Motion** to approve the agenda as modified by Soha, second Gingell, motion carried.

PUBLIC COMMENT

1:55 Lissy Andros, Executive Director Forks Chamber of Commerce, reported new Visitor Information Center records were set with January, February, March, and April showing the highest number of visitors for those months to date. She also thanked the Council for approving Chamber use of Tillicum Park for movies throughout the summer, and said the 4th of July schedule is now available on the forkswa.com website.

ACTION ITEMS

1. Council Meeting Minutes

3:06 **Motion** to approve minutes from the April 27, 2026 Regular Meeting by Gingell, second Soha, motion carried.

2. Expenditures

3:30 **Motion** to approve payroll checks 45682 through 45700 in the amount of \$162,514.41, claim checks 45701 through 45735 and EFTs as included in the total amount of \$101,623.37, and travel checks 3773 through 3778 in the amount of \$537.85 by Soha, second Gingell, motion carried.

3. Hoh Indian Tribe Intergovernmental Agreement

4:21 Mayor Fletcher introduced the Agreement, which Council read through.

8:41 **Motion** to table this item until more information is provided by Pearson, second Gingell. There was a brief discussion regarding the type of information needed to proceed.

10:09 Charlotte A. Archer, interim attorney for the City of Forks and present via Zoom, explained the accurate protocol for a situation like this.

10:39 **Motion** to table this item until the May 26, 2026 Regular Meeting by Pearson, second Gingell, motion carried.

4. Forks Industrial Park Trenching Bid Award

11:30 Mayor Fletcher directed Council to the applicable documents in their notebooks.

13:31 **Motion** to authorize the Mayor and staff to enter into a contract with D&H Enterprises for the Forks Industrial Park PUD Electrical Extension Trenching, Boring, & Backfill Project by Soha, second Pearson, motion carried.

5. Forks Industrial Park PUD Mainline Extension Revision

14:43 **Motion** to approve the revision to the original Line Construction Agreement No. 260406 adding extra conduit, as well as the cost involved, by Soha, second Pearson, motion carried.

15:55 In response to a question asked by Pearson after the motion was seconded, Ms. Archer offered a warning regarding the sharing of information and public records.

6. Set Forks Comprehensive Plan Public Hearing for June 8, 2026

16:01 **Motion** to set the Forks Comprehensive Plan public hearing for June 8, 2026 by Soha, second Gingell, motion carried.

7. Set Planning Commission Decision Appeal Public Hearing for June 8, 2026

16:50 Ms. Archer provided information regarding the Planning Commission decision, the appeal of that decision, and Council's role in the appeal.

20:49 **Motion** to set the Planning Commission decision appeal public hearing for June 8, 2026 by Soha, second Gingell, motion carried 3–0 with Pearson abstaining.

8. Resolution No. 536: Employee Policy and Procedure Manual Amendment

21:21 Clerk/Treasurer DePew summarized the changes to the Employee Policy and Procedure Manual.

22:51 **Motion** to approve Resolution No. 536 amending the City of Forks Employee Policy and Procedure Manual by Soha, second Pearson, motion carried.

23:17 **9. Resolution No. 538: Waiving of State Competitive Bidding Requirements**
Council and staff discussed the project.

15:23 **Motion** to approve Resolution No. 538 waiving state competitive bidding requirements by Soha, second Gingell, motion carried.

DISCUSSION ITEMS

1. Forks Industrial Park Fire Suppression System

25:45 Public Works Director Hampton noted he already explained the project before action was taken on Resolution No. 538. There was no further discussion.

2. Council Member Reports

There were no Council member reports.

3. Staff Reports

27:50 **Clerk/Treasurer DePew** directed Council to the dispute resolution memorandum regarding the unacceptable refinishing of the Rainforest Art Center floor, explaining that Randy McAvoy will serve as onsite consultant when the contractor returns to refinish the floor again. She also reminded Council the next Regular Meeting will be the Tuesday after Memorial Day, and reported the Tillicum Park RCO grant application was submitted with a presentation to be held on Wednesday, and one of the small restrooms at Tillicum Park is now open from 6:00 a.m. to 4:45 p.m. She then told Council the City responded to the request from Maria Cantwell's office for information regarding the FAA grant, the City's application for which she supported, for runway improvements at the Quillayute Airport.

29:55 **Public Works Director Hampton** reported the E St paving project will go out to bid soon to close at the end of May, the crew will start work on a new water main project associated with property development, and he will be ordering a new drinking fountain for the Ben Dome.

4. Mayor's Report

Mayor Fletcher informed Council that Attorney/Planner Fleck is on medical leave, but that he and City staff have been working to keep things caught up with the help of Ms. Archer and others.

5. ADJOURNMENT

32:26 **Motion** to adjourn by Soha, second Gingell, motion carried. Meeting adjourned at 8:02 p.m.



Caryn DePew, Clerk/Treasurer



Tim Fletcher, Mayor