



## SUMMARY OF THE MINUTES TOWN COUNCIL

Thursday, June 21, 2018 – Council Chambers – Afternoon Session

### CALL TO ORDER

Mayor Ghatan called the regular session of the Town Council to order at 12:00 p.m.

### ROLL CALL

Councilmembers: Steve Hushebeck (Position No. 1); Anna Maria de Freitas (Position No. 3); Tim Daniels (Position No. 4); and Barbara Starr (Position No. 5).

Noel Monin (Position No. 2) was absent.

Others Present: Mayor, Farhad Ghatan; Treasurer, Kelle' Wilson; Town Administrator, Duncan Wilson; and Clerk, Amy Taylor.

### EXCUSED ABSENCE

Council unanimously excused the absence of Councilmember Monin.

### FLAG SALUTE

Mayor Ghatan conducted the flag salute.

### ANNOUNCEMENTS/SCHEDULE CHANGES

An executive session was scheduled following regular business.

### PUBLIC ACCESS TIME

Becki Day, SJI Chamber of Commerce Director, reported on plans for Fourth of July events.

### ACTION AND DISCUSSION ITEMS

#### SJC Update

At 12:06 p.m., SJC Councilmember Bill Watson provided an update on issues of mutual concern. Items included SJC Board of Health work schedule, progress of Missing Mountain Road and "joint" meeting topics. The Council thanked Mr. Watson.

### PUBLIC HEARING

#### Six Year TIP

At 12:16 p.m., Mayor Ghatan opened the public hearing for consideration of the Six Year Transportation Improvement Plan for years 2019-2024. Administrator Wilson commented that new additions include the sidewalk abutting WSF Lane One on Harrison Street. Mayor Ghatan opened the hearing for public comment. Hearing none, Mayor Ghatan closed the public hearing.

#### Resolution No. 2392

**Moved by de Freitas, seconded by Starr, to adopt Resolution No. 2392, providing for a Six Year Transportation Improvement Plan for years 2019-2024. Motion passed 4-0 with Monin absent.**

**ACTION AND DISCUSSION ITEMS (Cont.)**

Resolution No. 2393

At 12:14 p.m., Mayor Ghatan introduced discussion of draft Resolution No. 2393 concerning the Tucker Avenue Improvement Project, Phase 2. Administrator Wilson described Change Orders Nos. 2 & 3. No discussion followed.

**Moved by Hushebeck, seconded by de Freitas, to adopt Resolution No. 2393, authorizing Change Order Nos. 2 & 3 for the Tucker Avenue Improvement Project, Phase 2. Motion passed 4-0 with Monin absent.**

Resolution No. 2394

At 12:18 p.m., Mayor Ghatan introduced discussion of draft Resolution No. 2394 regarding the Web, A and Nichols Street Improvement Project. Public Works Director Wayne Haefele explained that the supplemental agreements are for construction management services by Gray & Osborne and reimbursable by TIB. No discussion followed.

**Moved by Starr, seconded by de Freitas, to adopt Resolution No. 2394, authorizing Supplemental Agreements for construction management services with Gray & Osborne for the Web, A and Nichols Street Improvement Project. Motion passed 4-0 with Monin absent.**

Ordinance No. 1642

At 12:22 p.m., Mayor Ghatan introduced discussion of draft Ordinance No. 1642 concerning a special meeting of the Council. Administrator Wilson explained that the ordinance sets the joint meeting with the SJC Council on Monday, July 16, 2018 at 12:00 p.m. in the SJC Legislative Hearing Room located at 55 Second Street. No discussion followed.

**Moved by Starr, seconded by de Freitas, to adopt Ordinance No. 1642, setting a date, time and location of a special meeting of the Town Council. Motion passed 4-0 with Monin absent.**

Ordinance No. 1643

At 12:24 p.m., Mayor Ghatan introduced discussion of draft Ordinance No. 1643 regarding non-sufficient and returned payments. Treasurer Wilson explained that the ordinance increases the fee for non-sufficient checks and other returned payments from \$20 to \$35. No discussion followed.

**Moved by de Freitas, seconded by Hushebeck, to adopt Ordinance No. 1643, providing for the recovery of costs for returned payments and amending Chapter 2.40 FHMC. Motion passed 4-0 with Monin absent.**

Hotel Motel Funding Request – Whale Museum

At 12:26 p.m., Mayor Ghatan introduced discussion of a request by the Whale Museum for hotel motel tax funding to supplement unforeseen expenses in year 2018. Administrator Wilson explained that the Whale Museum has experienced unexpected HVAC issues and recently hired a new curator for the museum. They find themselves in position to cut back the position to maintenance the HVAC. Administrator Wilson recommended allocation of \$15,000 from the 1<sup>st</sup> 2% HM funding for operational purposes. Discussion followed regarding the salary for the curator position.

**Moved by Hushebeck, seconded by Starr, to approve the allocation of \$15,000 from the 1<sup>st</sup> 2% Hotel Motel Excise Tax Fund to the Whale Museum for said request; and direct staff to prepare an agreement for consideration. Motion passed 4-0 with Monin absent.**

### ADMINISTRATOR’S REPORT

At 12:34 p.m., Administrator Wilson presented the Town Council with an update of the following:

- AWC-RMSA – The Risk Pool is assisting the Town in legal expenses for current litigation.
- Executive Session – A session is scheduled following regular business to discuss litigation.
- 327 (Water Utility) Zone – Brown & Caldwell have submitted completed specifications. Construction documents are being drafted.
- Spring Street Roundabout – Town is calling for bids to complete crosswalk and sidewalk improvements at the Spring Street intersection.
- Boling Alley – Public Works is considering solutions for a stormwater issue.
- Employee Indemnification – Administrator Wilson requested that employees acting in good faith on behalf of the Town be indemnified when personally named in litigation involving the Town. **Moved by de Freitas, seconded by Starr, to indemnify Duncan Wilson, personally named in litigation between the Town and Carla Higginson, for any material costs resulting from the case. Motion passed 4-0 with Monin absent.**
- Signage – Town is drafting new language regarding LED marquee signage.
- 1923 Cadillac – Tom Eades will be training new volunteers to drive the antique fire trucks.
- WSF Lot C – WSF has opened discussion for Town use of half the parking area.
- **Ordinance No. 1644 – Moved by de Freitas, seconded by Daniels, to adopt Ordinance No. 1644, amending Chapter 16.08.200 of the Friday Harbor Municipal Code (FHMC) concerning short subdivisions.**

### PAYMENT OF CLAIMS

Moved by de Freitas, seconded by Daniels, to approve the payment of **Claim Warrant Nos. 44314 through 44374 in the amount of \$476,885.06**. Motion passed 4-0 with Monin absent.

### APPROVAL OF MINUTES

Moved by de Freitas, seconded by Starr, to approve the minutes of **June 6, 2018 as submitted**. Motion passed 4-0 with Monin absent.

### FUTURE AND NON-AGENDA ITEMS

Mayor Ghatan commented on the Arts Commission’s vision statement.

Mayor Ghatan commented that Town officials are welcome to speak during Mayor David Jones’ memorial on June 23, 2018.

The Council asked about the recent letter from Department of Ecology regarding the Stormwater Vault Project.

### CITIZEN RESPONSE

No citizen response was forthcoming.

### EXECUTIVE SESSION

At 1:11 p.m., Mayor Ghatan announced that the Council would be holding an executive session regarding litigation in accordance with the provisions of RCW 42.30.110(1)(i); which was estimated to last 30 minutes. Participants: Town Council, Mayor Ghatan, Administrator Wilson, Treasurer Wilson, and Clerk Taylor. The session ended at 2:10 p.m. for an actual session time of 59 minutes. The public was properly informed of the time extension. No actions were taken following executive session.

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These minutes were approved on [date]. The original document is retained by the Clerk in the Town Council’s permanent records. Attest: Amy Taylor, Town of Friday Harbor Clerk