



SUMMARY OF THE MINUTES TOWN COUNCIL

Thursday, September 6, 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), and Tim Daniels (Position No. 4).

Noel Monin (Position No. 2) and Barbara Starr (Position No. 5) were 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 Councilmembers Monin and Starr.

FLAG SALUTE

Mayor Ghatan conducted the flag salute.

ANNOUNCEMENTS/SCHEDULE CHANGES

The Town Council was scheduled to attend a closed session (not executive session) to discuss collective bargaining following adjournment of the meeting.

PUBLIC ACCESS TIME

No public access was forthcoming.

ACTION AND DISCUSSION ITEMS

Proclamation

At 12:01 p.m., Mayor Ghatan proclaimed September as Prostate Cancer Awareness Month. Mike Hamlette, local chapter of Us Too, accepted the proclamation and spoke about the seriousness of prostate cancer.

SJC Update

At 12:09 p.m., SJC Manager, Mike Thomas, updated the Town on a proposal for a new County campus and engineering status of Missing Mountain Road. The Council thanked Mr. Thomas. No action was taken.

SJI Chamber of Commerce-Budget Request

At 12:14 p.m., Mayor Ghatan introduced Becki Day, SJI Chamber of Commerce Director, to make a budget request for year 2019. Ms. Day provided statistics on operations and events for 2018 to date. Ms. Day explained that the Chamber would be submitting an application for 2nd 2% HM funding for event promotion. Discussion followed regarding support for other Chamber activities. Ms. Day submitted a verbal request for a slight increase over year 2018 for support of operations and Fourth of July activities. Mayor Ghatan thanked Ms. Day. No action was taken. The request will be considered at a future session.

SJC Economic Development Council – 2018 Budget Request

At 12:18 p.m., Mayor Ghatan invited Victoria Compton, Economic Development Council Director, to present an annual report and request for support to fund economic development programs in year 2019. Ms. Compton presented results of the recent trades program, reviewed EDC offerings and work plan for 2018/2019. Ms. Compton made a 2019 budget request for \$42,000 to support local programming and salary for a part-time position to coordinate the Trades Program. Mayor Ghatan thanked Ms. Compton. No action was taken. The budget request will be considered during the next budget work session.

John O. Linde Fields – Amplified Sound

At 12:39 p.m., Mayor Ghatan invited Maddie Ovenell, Island Rec Director, to make a request to allow amplified sound during upcoming events at the Sports Fields. Ms. Ovenell explained that Island Rec wants to “test-run” the overall request for amplified sound by allowing the Tiger Cheerleaders to provide half-time shows during the next 3 football games. Administrator Wilson explained that he found the request reasonable. No discussion followed.

Council consensus to allow amplified sound with conditions for the upcoming three sanctioned events at John O. Linde Fields.

SWAC Public Letter

At 12:43 p.m., Mayor Ghatan introduced discussion of the letter by the SJC Solid Waste Advisory Committee regarding plastics. Administrator Wilson voiced concerns regarding the letter to business owners. Mark Herronkohl, SJC Waste Management Manager, explained the basis for the letter. Discussion followed regarding the content of the letter.

Council consensus for the Town Administrator to work with SWAC to make amendments to the letter.

Resolution No. 2405

At 1:16 p.m., Mayor Ghatan introduced discussion of draft Resolution No. 2405, concerning a utility easement at the Port of Friday Harbor. Administrator Wilson explained that a condition of the street vacation on Front Street (Williamson Building) was that the Port grant Town an easement for installation and maintenance of utilities. No discussion followed.

Moved by de Freitas, seconded by Hushebeck, to adopt Resolution No. 2405, authorizing the Mayor to execute a utility easement with the Port of Friday Harbor for TPN 351150004. Motion passed 3-0 with Monin and Starr absent.

Resolution No. 2406

At 1:18 p.m., Mayor Ghatan introduced discussion of draft Resolution No. 2406 concerning the Tucker Avenue Reconstruction Project, Phase 2. Administrator Wilson and Public Works Director Wayne Haefele explained that Supplemental Agreement #2 with Gray & Osborne extends their current agreement for contract administration. Construction delays have caused Gray & Osborne to exhaust their budget for the scope of work. Discussion followed regarding recoupable costs and revised project completion date.

Moved by Hushebeck, seconded by de Freitas, to adopt Resolution No. 2406, authorizing the Mayor to execute Supplemental Agreement No. 2 with Gray & Osborne Engineering for the Tucker Avenue Reconstruction Project, Phase 2. Motion passed 3-0 with Monin and Starr absent.

Resolution No. 2408

At 1:33 p.m., Mayor Ghatan introduced discussion of draft Resolution No. 2408 concerning Hillview Terrace. Public Works Director Wayne Haefele explained that Town needs to analyze the excessive potable water pressure issues within the Hillview Terrace neighborhood. No discussion followed.

Moved by de Freitas, seconded by Hushebeck, to adopt Resolution No. 2408, authorizing the Mayor to execute an agreement with Brown & Caldwell Engineering for analysis of water system improvements in the “460 pressure zone”. Motion passed 3-0 with Monin and Starr absent.

Resolution No. 2407

At 1:38 p.m., Mayor Ghatan introduced discussion of draft Resolution No. 2407 regarding the Web/A/Nichols Street Improvement Project. Project Manager Pedro Mena explained the purpose of Change Order No. 1. No discussion followed.

Moved by Hushebeck, seconded by de Freitas, to adopt Resolution No. 2407, authorizing the Mayor to execute Change Order No. 1 to the agreement with Mike Carlson Enterprises, Inc. for the Web/A/Nichols Street Improvement Project. Motion passed 3-0 with Monin and Starr absent.

ADMINISTRATOR’S REPORT

At 1:46 p.m., Administrator Wilson presented the Town Council with an update of the following:

- Budget Process – Council briefly discussed the process for reviewing the 2019 Town budget requests.
- Web/A/Nichols Street Improvement Project – The project is 80% complete.
- 9/11 Remembrance Day – A ceremony will be held beginning at 9:30 a.m. at Memorial Park.
- Fire District 3 – Administrator Wilson will be part of the panel interviewing for a new chief. Fire Chief Creesy has announced his retirement.
- Smoke Testing – Town will be inflow and infiltration (“I/I”) testing. A notice has been placed in the local papers.
- LTAC Applications – Town will review LTAC applications on September 19, 2018.

PAYMENT OF CLAIMS – (Amy will insert this when Kelle gets back.)

Moved by de Freitas, seconded by Hushebeck, to affirm the payment of Payroll Warrants and Direct Deposit Run dated August 31, 2018; approve the payment of Claim Warrant Nos. 44553 through 44595 in the amount of \$649,286.98; and Treasurer’s Check Nos. 9791 through 9797 and AutoKey in the amount of \$11,481.20. Motion passed 3-0 with Monin and Starr absent.

APPROVAL OF MINUTES

Moved by de Freitas, seconded by Daniels, to approve the minutes of **August 16, 2018 as submitted**. Motion passed 3-0 with Monin and Starr absent.

FUTURE AND NON-AGENDA ITEMS

No future agenda items were forthcoming.

CITIZEN RESPONSE

No citizen response was forthcoming.

ADJOURNMENT – Hearing no further business and no objection, Mayor Ghatan adjourned the meeting at 1:56 p.m. The next regular meeting is scheduled for Thursday, September 20, 2018 at 12:00 p.m.

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