



## SUMMARY OF THE MINUTES TOWN COUNCIL

Thursday, November 5, 2020 – 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), Noel Monin (Position No. 2), Anna Maria de Freitas (Position No. 3), Tim Daniels (Position No. 4) and Barbara Starr (Position No. 5). **Councilmember Starr was excused from the meeting at 1:00 p.m.**

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

### FLAG SALUTE

Mayor Ghatan conducted the flag salute.

### PUBLIC ACCESS TIME

Janet Thomas, Orca Relief, encouraged the Council to support Senate Bill 5577 and comment to WDFW regarding draft rules for commercial whale watching designed to reduce vessel impacts on Southern Resident killer whales. Ms. Thomas provided reading information.

Brian Goodremont, San Juan Safaris, encouraged the Council to oppose Senate Bill 5577 and comment to WDFW regarding draft rules for commercial whale watching designed to reduce vessel impacts on Southern Resident killer whales. Mr. Goodremont stated that best available science debunks the claims that whale watching has a negative impact on the population and that commercial whale watching guides provide education about and often provide a buffer for the population.

Kelley Balcomb-Bartok, Pacific Whale Watch Associates, encouraged support of the whale watching community and best available science.

### PUBLIC HEARING

#### USDA – 2020 Funding Application for Wastewater Treatment Plant Upgrades

At 12:13 p.m., Mayor Ghatan opened the public hearing for comments regarding the Town's funding application for sanitary sewer system upgrades.

Mayor Ghatan announced that the Town of Friday Harbor intends to file an application for federal financial assistance with the U. S. Department of Agriculture, Rural Development, Rural Utilities Service for the for funding of upgrades to the existing wastewater treatment plant. These upgrades consist of the design and replacement of the sewer treatment plant SBR treatment system with an extended aeration activated sludge treatment system.

This project upgrade consists of many components including the addition of an equalization basin, adding an anoxic basin, converting the existing SBR basins to aeration basins, upgrading UV disinfection equipment, and adding external clarifiers. Another major component is upgrading biosolids handling equipment which will be housed in a new building and contain a centrifuge dewatering system and conveyance equipment.

46 Mayor Ghatan opened the hearing to public comment. No audience was in attendance. Hearing no testimony,  
47 Mayor Ghatan closed the public hearing. No action was taken.

48

49 **ACTION AND DISCUSSION ITEMS**

50 Senate Bill 5577/2019 – Commercial Whale Watching Rules

51 At 12:15 p.m., Mayor Ghatan opened discussion regarding SB5577, commercial whale watching rules for  
52 Southern Resident Orca. Administrator Wilson explained that the purpose of discussion was to consider whether  
53 the Council wished to provide public testimony to Washington State Fish & Wildlife by the December 5, 2020  
54 deadline. Mr. Wilson cautioned that commenting formally could disenfranchise local groups and residents who  
55 both have valid arguments in support or opposition of the legislation. Councilmembers took turns voicing their  
56 personal views of the issue and offered to comment individually. No formal action was taken.

57

58 Accessory Dwelling Units

59 At 12:33 p.m., Mayor Ghatan opened discussion regarding the allowance of accessory dwelling units (ADU).  
60 Administrator Wilson described the pros, cons and potential impacts of allowing ADUs in the single-family  
61 residential zone. Discussion followed regarding whether the Town would want to change single-family zoning to  
62 accommodate ADUs. **Council consensus for staff to research the matter further.**

63

64 Apollo Solutions – Wireless Water Meter Reading

65 At 1:05 p.m., Mayor Ghatan opened discussion regarding the Water Meter Replacement Project. Administrator  
66 Wilson explained that Apollo Solutions Group has offered a proposal to perform an investment grade audit of  
67 Town water meters to identify cost-effective improvements. **Council consensus to move forward with the audit.**

68

69 Resolution No. 2587

70 At 1:17 p.m., Mayor Ghatan introduced discussion of Resolution No. 2587 regarding building inspection services.  
71 Administrator Wilson explained that the purpose of the agreement was to contract with former Land Use  
72 Administrator Michael Bertrand to conduct building inspection services in the interim while Town seeks his  
73 replacement. Discussion followed regarding the adequacy of virtual inspections.

74

75 **Moved by de Freitas, seconded by Monin, to adopt Resolution No. 2587, authorizing the Mayor to execute an**  
76 **agreement with Michael Bertrand for building inspection and plan review services. Motion passed 4-0 with Starr**  
77 **absent.**

78

79 Resolution No. 2588

80 At 1:20 p.m., Mayor Ghatan introduced discussion of Resolution No. 2588 regarding a Phase 1 Environmental Site  
81 Assessment (ESA) for 1000 Guard Street. Administrator Wilson explained that following a duly advertised request  
82 for proposals four firms submitted qualifications. Town determined that Whatcom Environmental Services  
83 appeared to be best qualified and negotiated the cost for services. No discussion followed.

84

85 **Moved by Monin, seconded by Hushebeck, to adopt Resolution No. 2588 selecting Whatcom Environmental**  
86 **Services to provide a Phase 1 Environmental Site Assessment for real estate designated as Tax Parcel Number**  
87 **35151035 located at 1000 Guard Street, and authorize the Mayor to execute an agreement for said services.**  
88 **Motion passed 4-0 with Starr absent.**

89

90 Resolution No. 2589

91 At 1:22 p.m., Mayor Ghatan introduced discussion of Resolution No. 2589 regarding the annual cold weather  
92 shelter. Administrator Wilson explained that the United Way of SJC is seeking Town’s support. No discussion  
93 followed.

94

95 **Moved by Monin, Hushebeck, to adopt Resolution No. 2589, authorizing the Mayor to execute an agreement with**  
96 **United Way of SJC to provide for an emergency cold weather shelter. Motion passed 4-0 with Starr absent.**

97 **WORK SESSION**

98 2021 Town Budget

99 At 1:26 p.m., Mayor Ghatan opened the work session regarding the 2021 Town Budget. Treasurer Wilson  
100 provided a memo listing noteworthy budget increases, decreases and additions. Discussion followed regarding  
101 ending fund balances and concern over impacts of COVID-19. Administrator Wilson assured the Council that the  
102 balances presented and projected revenues were conservative. No action was taken.

103  
104 **ADMINISTRATOR’S REPORT**

105 At 1:37 p.m., Administrator Wilson presented the Town Council with an update of the following:

- 106
- 107 • Refuse Packer Truck – Town is investigating a side-loader truck for 36 to 64-gallon totes.
- 108 • FH Gravel Pit – SJC will be issued a credit letter for downgrading from 4” to 5/8” water main.
- 109 • Trout Lake Watershed – Employees are thinning the trees and limbs that pose fire risk.
- 110 • Business Grant 2 Relief Program – Deadline for the grant program is November 6, 2020.
- 111 • Water Franchise – Town and SJC continue to work on the water franchise agreement.
- 112 • Real Estate Sale – Town has been approached to sell its parcel on Lampard Road facing Spring Street.
- 113 • Opportunity Housing Council – The owner of Islewood Apartments has issued a complaint regarding  
114 excessive stormwater that may be resulting from development on Finnigan Ridge and housing complex  
115 immediately above the complex. Town is developing an RFP to study the hydrology of the area.
- 116 • Interim Pay – Carol Holman is eligible for interim pay while Town seeks a replacement CDPD Director.
- 117 • Noel Sign – The SJ Rotary will install the Noel sign on Front Street.
- 118

119 **PAYMENT OF CLAIMS**

120 Moved by Monin, seconded by Hushebeck, to adopt Payment of Claims and Payroll as follows. Motion passed 4-0  
121 with Starr absent.

- 122
- 123 • To affirm the payment of Payroll Warrant Nos. 17304 through 17311, Direct Deposit Run dated  
124 10/31/2020, and ACH Payment Nos. 28 through 30 in the amount of \$327,932.74;
- 125 • Issuance of Treasurer Check Nos. 9990 through 9998 including electronic transfers in the amount of  
126 \$199,298.74; and
- 127 • Approve the payment of Claim Warrant Nos. 47174 through 47220 in the amount of \$310,340.63.
- 128

129 **APPROVAL OF MINUTES**

130 Moved by Monin, seconded by de Freitas, to approve the minutes of **October 15, 2020 as submitted**. Motion  
131 passed 4-0 with Starr absent.

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133 **FUTURE AND NON-AGENDA ITEMS**

134 No future agenda items were forthcoming.

135  
136 **CITIZEN RESPONSE**

137 Kelley Balcomb-Bartok responded to the Council’s discussion and requested that the Council support the whale  
138 watching community. Mr. Balcomb-Bartok provided economic statistics.

139  
140 **ADJOURNMENT** – Hearing no further business and no objection, Mayor Ghatan adjourned the meeting at 2:07  
141 p.m. The next regular meeting is scheduled for Thursday, November 19, 2020 at 12:00 p.m.

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143  
144 **These minutes were approved by motion of the Town Council . The original signed document is retained by the**  
145 **Clerk in the Town Council’s permanent records. Attest: Amy Taylor, Town of Friday Harbor Clerk**

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