



## SUMMARY OF THE MINUTES TOWN COUNCIL

Thursday, March 18, 2021 – 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) and Barbara Starr (Position No. 5). Tim Daniels (Position No. 4) was absent.

The Council did not excuse the absence of Councilmember Daniels because he did not report that he would be absent.

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

Deborah Hoskinson, Visitors Bureau Director, provided a destination marketing campaign update for 2021 Spring.

Councilmember Monin provided a Department of Health update.

### ACTION AND DISCUSSION ITEMS

#### Whale Museum – H/M Funding Request

At 12:06 p.m., Mayor Ghatan introduced discussion of a request by the Whale Museum to reimburse a lodging tax request from year 2020. Administrator Wilson explained that the WM is requesting an exception to the January deadline for submission. Their new Finance Manager discovered an unmailed reimbursement request for e-marketing. No discussion followed.

**Moved by de Freitas, seconded by Starr, to approve the request by the Whale Museum dated November 4, 2020 for \$3,250 to reimburse e-marketing. Motion passed 4-0 with Daniels absent.**

#### Argyle Avenue Housing Project

At 12:10 p.m., Mayor Ghatan introduced discussion of the County's housing project located off Argyle Avenue. Administrator Wilson described project goals to date. Discussion followed regarding density and diversity housing. No action was taken.

#### Resolution No. 2626

At 12:23 p.m., Mayor Ghatan introduced discussion of draft Resolution No. 2626 concerning the First Street Overlay Project. Pursuant to Resolution No. 2620, the Town and Gray & Osborne Engineering negotiated costs for design of the project based on their 2021 Fee Schedule. No discussion followed.

**Moved by Monin, seconded by de Freitas, to adopt Resolution No. 2626, authorizing the Mayor to execute an agreement with Gray & Osborne Engineering to design the First Street Overlay Project. Motion passed 4-0 with Daniels absent.**

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Resolution No. 2627

At 12:30 p.m., Mayor Ghatan introduced discussion of draft Resolution No. 2627 concerning road maintenance. Pursuant to the Town’s invitation, the Contractor submitted a time and materials proposal of \$11,000 to perform approximately 3,000 lineal feet of road and ditch maintenance around Trout Lake. Public Works Director, Wayne Haeefe, suggested that “clean spoils” from PW projects be transported to the watershed for future road maintenance. No discussion followed.

**Moved by de Freitas, seconded by Starr, to adopt Resolution No. 2627, authorizing the Mayor to execute a contract with MEM Enterprises for road maintenance in the Trout Lake Watershed. Motion passed 4-0 with Daniels absent.**

Ordinance No. 1715

At 12:36 p.m., Mayor Ghatan introduced discussion of draft Ordinance No. 1715 concerning refuse compactor rates. Administrator Wilson explained that Town has evaluated its costs and determined that a modest adjustment was necessary to recoup costs. No discussion followed.

**Moved by Hushebeck, seconded by Starr, to adopt Ordinance No. 1715, amending portions of Chapter 13.28 FHMC relating to disposal rates for refuse compactors. Motion passed 4-0 with Daniels absent.**

Spring Street Sewer Stormwater Drainage Project

At 12:36 p.m., Mayor Ghatan introduced discussion of the project. Administrator Wilson explained that Town has the opportunity to upsize the stormwater from 30” to 36” to create 40% more capacity. The cost for labor & materials are estimated at \$21,000. Discussion followed regarding the size and capacity of the existing alignment.

**Moved by de Freitas, seconded by Starr, to authorize staff to proceed with the appropriate paperwork for a change order to increase the capacity of the stormwater drain pipe for the Spring Street Sewer Stormwater Drainage Project. Motion passed 4-0 with Daniels absent.**

**ADMINISTRATOR’S REPORT**

At 12:47 p.m., Administrator Wilson presented the Town Council with an update of the following:

- School District 149 – The School has requested to rent spaces for school bus storage when Town closes on 1000 Guard Street. **The Council consensus to consider a proposal, so long as the use and space required does not impact Town operations.**
- COVID-19 Recovery Funding – Town’s share of recovery funding is estimated at \$550,000.
- EDC Trades Program – The Town will recommend additional funding for 3 additional trades programs that will include hospitality, restaurant and daycare.
- Mullis Street Improvement Project – **Council consensus for staff to prepare a Change Order to include additional pavement restoration on Mullis Street near 818 Mullis, the Market Street intersection and Spring Street intersection.**
- Trout Lake Watershed – Town staff is doing an incredible job of removing the undergrowth for wildfire prevention in the watershed.
- Capital Improvement Index – Town will issue an article listing capital improvement accomplishments over last decade.

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**PAYMENT OF CLAIMS**

Moved by Monin, seconded by Starr, to approve the Finance Department Agenda of March 18, 2021 as follows.  
Motion passed 4-0 with Daniels absent.

Presented at Council Meeting: March 18, 2021

Approval of 2021 Claim Warrants

- Warrant Number: 47627-47671
- Amount: \$119,780.75
- Dated: 03/18/21

**APPROVAL OF MINUTES**

Moved by Hushebeck, seconded by de Freitas, to approve the minutes of **February 18<sup>th</sup> & March 4<sup>th</sup>, 2021 as submitted.** Motion passed unanimously.

**FUTURE AND NON-AGENDA ITEMS**

No future agenda items were forthcoming.

**CITIZEN RESPONSE**

No citizen response was forthcoming.

**EXECUTIVE SESSION**

At 1:29 p.m., Mayor Ghatan announced that the Council would be holding an executive session regarding review of qualification for public employment in accordance with the provisions of RCW 42.30.110(1)(g); which was estimated to last 15 minutes. Participants: Town Council, Mayor Ghatan, Administrator Wilson, Treasurer Wilson, and Clerk Taylor. The session ended at 1:44 p.m. for an actual session time of 15 minutes. No actions were taken following executive session.

**ADJOURNMENT** – Hearing no further business and no objection, Mayor Ghatan adjourned the meeting at 1:45 p.m. The next regular meeting is scheduled for Thursday, April 1, 2021 at 12:00 p.m.

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