



SUMMARY OF THE MINUTES TOWN COUNCIL

Thursday, March 1, 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: Position No. 1, Steve Hushebeck; Position No. 2, Noel Monin; Position No. 3, Anna Maria de Freitas; and Position No. 4, Tim Daniels.

Position No. 5, Barbara Starr, 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 Starr.

FLAG SALUTE

Mayor Ghatan conducted the flag salute.

PUBLIC ACCESS TIME

No public access was forthcoming.

ACTION AND DISCUSSION ITEMS

SJI Chamber of Commerce

At 12:01 p.m., Mayor Ghatan introduced Becki Day, Chamber of Commerce Director, to provide an annual report. Ms. Day reported on quarterly luncheons and awards, events, attendance, staffing and success of the new location. Discussion followed regarding lodging tax distributions and volunteers. Mayor Ghatan and the Council thanked Ms. Day. No action was taken.

Historic Preservation Review Board

At 12:10 p.m., Sandy Strehlou, Historic Preservation Coordinator, reported on the following:

- HPRB recruitment;
- Current design reviews;
- Projects proposed for the Breezeway;
- HP Technical Manual updates;
- Representing the Town on the SJC Fairgrounds Master Plan Update; and
- History Lives Here Month.

Council consensus to have future work sessions regarding the proposed grant program. Mayor Ghatan and the Council thanked Ms. Strehlou. No action was taken.

Street Trees

At 12:38, Mayor Ghatan introduced discussion of the removal of certain street trees. Administrator Wilson explained that a total of five problem street trees will be removed from Second and Court Streets and First and Court Streets. Sarena Schumacher, Parks Department, suggested replacement tree species and described their foliage and growth habits. Discussion followed regarding the quality and appearance of the replacement trees. **Council consensus that all of the suggested trees are acceptable.** Administrator Wilson and Ms. Schumacher will work together to purchase appropriate replacements.

Mayor’s Exchange

At 12:49 p.m., Mayor Ghatan provided an update on the recent AWC Mayor’s Exchange. Mayor Ghatan described successes that other municipalities are having with mutual issues. No action was taken.

Marguerite Place Reconstruction Project, Phase 2

At 1:02 p.m., Mayor Ghatan introduced discussion of the Marguerite Place Reconstruction Project, Phase 2. Administrator Wilson explained that funding has not been secured for the overall project. The purpose of discussion was to select a route for sidewalks so that Public Works could begin conceptual designs and seek easements and grant funding. Pedro Mena, EIT, described two grant programs through the State for pedestrian safety improvements. Mr. Mena described two conceptual designs for sidewalk improvements along the Church’s ballfields. **Council consensus to design Alternative B and seek grant funding.**

Law Enforcement Agreement

At 1:24 p.m., Mayor Ghatan introduced discussion of the law enforcement agreement for year 2018. Administrator Wilson explained that the Town and County are negotiating several aspects of the agreement. Overall, Town may receive a 10% increase for the upcoming biennium. Discussion followed regarding the scope of services for 3FTE deputies. No action was taken.

Video Surveillance Policy

At 1:34 p.m., Mayor Ghatan introduced discussion of a video surveillance policy for certain public places. Administrator Wilson distributed a first draft of the policy and explained that its purpose is to establish guidelines if the Town were to identify areas for video monitoring. The draft addresses who and when the video may be viewed. This policy is in response to recent burglaries in the downtown core and ongoing undesirable behavior in certain public areas. An example would be the vandalism in the Breezeway. No discussion followed. No action was taken.

ADMINISTRATOR’S REPORT

At 1:40 p.m., Administrator Wilson presented the Town Council with an update of the following:

- 72 Hour Parking – The WWTP is requesting that the 72-hour parking abutting the plant be designated as 8-hour parking. Staff is evaluating the request. No action was requested.
- WWTP Effluent Filter – The filter was received and installed. The underground piping is being modified for height. The project completion date is anticipated in March.
- University Way Sewer – The emergency repairs to the sewer main on University Way is complete. The project should be accepted later in March.
- FH Landfill – SCS Engineering will research the process to close the FH Landfill. Survey monuments will be set later in Spring for monitoring in support of a request to DOE to begin the closure process.
- Sunshine Alley Restrooms - Architect interviews for the remodel project are scheduled for March 14th.
- Office Lease – A lease renewal was presented to DEM for use of the 165 West Street office.
- Quasi-judicial hearings – The Council was asked not to engage in the current Facebook conversation regarding a potential rezone of a property on Spring Street. The Town has advertised and is accepting comment. The subject property may become the subject of a quasi-judicial hearing before the Council.

- Automated water meters – Town is researching a “wireless/cellular” system for water meter reading. Eastsound Water District provided a presentation on their system.
- First Street Sidewalk – The sidewalk near the Grange to Whale Museum is in need of repair to level out the sidewalk and improve ADA access.
- Spring Street School Tree – Town has not forgotten about sidewalk repairs at Spring Street School.
- Hotel Motel funding – Town anticipates a formal request for 1st 2% hotel motel tax funding.
- Executive Session – An announcement was made regarding the executive session scheduled at the end of the meeting.
- Plastic Straws – Activists are trying to get voluntary compliance from restaurants to stop using plastic straws.
- Affordable Housing Memo – A memo from February 2017 was distributed regarding affordable housing incentives.

PAYMENT OF CLAIMS

Moved by Monin, seconded by de Freitas, to affirm the payment of Payroll Warrant Nos. 16975 through 16986 and Direct Deposit Run dated February 28, 2018 in the amount of \$274,752.52; and approve the payment of Claim Warrant Nos. 43945 through 43971 in the amount of \$334,506.91. Motion passed 4-0 with Starr absent.

APPROVAL OF MINUTES

Moved by de Freitas, seconded by Monin to approve the minutes of **February 15, 2017 as submitted**. Motion passed 4-0 with Starr absent.

FUTURE AND NON-AGENDA ITEMS

Mayor Ghatan asked that the Town Council help recruit for upcoming vacancy on the Historic Preservation Review Board.

CITIZEN RESPONSE

No citizen response was forthcoming.

EXECUTIVE SESSION

At 2:05 p.m., Mayor Ghatan announced that the Council would be holding an executive session regarding personnel in accordance with the provisions of RCW 42.30.110(1)(f); which was estimated to last 10 minutes. Participants: Town Council, Mayor Ghatan and Administrator Wilson. The session ended at 2:20 p.m. for an actual session time of 15 minutes. The public was properly informed of the time extension. No action was taken following executive session.

ADJOURNMENT – Hearing no further business and no objection, Mayor Ghatan adjourned the meeting at 2:20 p.m. The next regular meeting is scheduled for Thursday, March 15, 2018 at 12:00 p.m.

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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