



SUMMARY OF THE MINUTES TOWN COUNCIL

Thursday, October 3, 2013 – Council Chambers – Afternoon Session

CALL TO ORDER

Mayor Lacher 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. 5, Barbara Starr.

Others Present: Mayor, Carrie Lacher; Treasurer, Wendy Picinich; Town Administrator, Duncan Wilson; and Clerk, Amy Taylor.

Position No. 4, Felix Menjivar; and Attorney, Adina Cunningham were not present.

EXECUSED ABSENCE

Mayor Lacher asked if the Council wished to excuse the absence of Councilmember Menjivar. Council unanimously excused his absence.

FLAG SALUTE

Mayor Lacher conducted the flag salute.

PUBLIC ACCESS TIME

Sally Thomson, Island Rec. Director, thanked the Town for their support of "Movies at the Park" and for participating in the annual "Touch-A-Truck" event. Ms. Thomson described upcoming events. Discussion followed regarding the attendance for the Movies. The Council and Mayor thanked Ms. Thomson.

SJC COUNCIL UPDATE

SJC Councilmember Bob Jarman was not available to provide a report. Administrator Wilson reported that the County is currently reviewing committee memberships. The County has asked if the Town wants representation on the Marine Resource Committee (MRC) and Planning Commission (PC). Administrator Wilson conveyed that Johannes Krieger currently participates as a Town representative on the MRC; and declined representation for the Planning Commission. Administrator Wilson explained that Town would comment at public hearings if an item affected the Town.

ACTION AND DISCUSSION ITEMS

Resolution No. 1977

At 12:08 p.m., Mayor Lacher introduced discussion of draft Resolution No. 1977, *authorizing the Mayor to execute an agreement with Janice DeBardi to perform sidewalk and pavement condition inspections*. Administrator Wilson explained that the data collected for this project will help the Town determine the scope, funding and priority of street improvements. The contractors will assess the condition of roadways in the Town, starting with arterials and heavily used feeders in the Downtown core and eventually embrace all streets. The goal is to create a 15-20 year funding and maintenance schedule to repair all streets to acceptable standards. Discussion followed regarding the need for two contractors and the term of the contracts. Administrator Wilson explained that each contractor is not expected to exceed \$3,500.

48 **Moved by Starr, seconded by Monin, to adopt Resolution No. 1977, authorizing the Mayor**
49 **to execute to execute an agreement, on a time and material basis at the hourly rate of**
50 **\$19.37, with Janice DeBardi to perform sidewalk and pavement condition inspections.**
51 **Motion passed 4-0 with Menjivar absent.**

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53 Resolution No. 1978
54 Concurrently with Resolution No. 1977, Mayor Lacher introduced discussion of draft Resolution No.
55 1978, *authorizing the Mayor to execute an agreement with Mary Angela Morrison to perform sidewalk*
56 *and pavement condition inspections.* Administrator Wilson

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58 **Moved by Starr, seconded by Monin, to adopt Resolution No. 1978, authorizing the Mayor**
59 **to execute to execute an agreement, on a time and material basis at the hourly rate of**
60 **\$19.37, with Mary Angela Morrison to perform sidewalk and pavement condition**
61 **inspections. Motion passed 4-0 with Menjivar absent.**

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63 Resolution No. 1979
64 At 12:21 p.m., Mayor Lacher introduced discussion of draft Resolution No. 1979, *authorizing the Mayor*
65 *to execute an interlocal agreement with SJI School District 149 to provide funds and property (Quit*
66 *Claim Deed) to the Town in coordination with the Blair Avenue Improvement Project.* Administrator
67 Wilson explained that the current parking area in front of the school is private property.

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69 **Moved by Hushebeck, seconded by Monin, to adopt Resolution No. 1979, authorizing the**
70 **Mayor to execute an interlocal agreement with San Juan Island School District 149 to**
71 **provide property in the form of a Quit Claim Deed for use as public right-of-way and funds**
72 **in the amount of Twenty Five Thousand and 00/100 dollars (\$25,000) in exchange for the**
73 **Town’s improvements; and to accept said Quit Claim Deed for the property legally**
74 **described in the interlocal agreement. Motion passed 4-0 with Menjivar absent.**

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76 Resolution No. 1980
77 At 12:24 p.m., Mayor Lacher introduced discussion of draft Resolution No. 1980, *accepting a Quit*
78 *Claim Deed for dedication of property from San Juan County to the Town of Friday Harbor for*
79 *improvements in the public right-of-way.* Administrator Wilson explained that the Town will install
80 sidewalks at our expense fronting on County property in exchange for the additional right-of-way.
81 Discussion followed regarding the location of the property.

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83 **Moved by Monin, seconded by de Freitas, to accept the Quit Claim Deed for dedication of**
84 **property from San Juan County to the Town of Friday Harbor for improvements in the**
85 **public right-of-way. Motion passed 4-0 with Menjivar absent.**

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Resolution No. 1981

At 12:27 p.m., Mayor Lacher introduced discussion of draft Resolution No. 1981, *authorizing the Mayor to execute an interlocal agreement with the Association of Washington Cities Benefit Trust to jointly self-insure certain health benefit plans and programs for employees.* Administrator Wilson explained that it is economically feasible and practical for the Trust to become self insured. The Trust projects a zero percent increase for cities who participate in 2014. In order to participate, WAC 200-110-030 requires that participating members adopt self-insured programs by resolution. Administrator Wilson explained that no noticeable changes to current programs are anticipated for employees. No discussion followed.

Moved by de Freitas, seconded by Starr, authorizing the Mayor to execute an interlocal agreement with the Association of Washington Cities Benefit Trust to jointly self-insure certain health benefit plans and programs for employees. Motion passed 4-0 with Menjivar absent.

PAYMENT OF CLAIMS

Moved by Monin, seconded by de Freitas, to affirm the payment of Payroll Warrant Nos. 15933 through 15965 and the September 30th Direct Deposit Run in the amount of \$226,793.89; and approve the payment of Claim Warrant Nos. 38436 through 38493 in the amount of \$167,820.08. Motion passed 4-0 with Menjivar absent.

APPROVAL OF MINUTES

Approval of the minutes were postponed until the evening session.

ADMINISTRATOR’S REPORT

At 12:42 p.m., Administrator Wilson presented the Town Council with an update of the following:

- Lodging Tax Advisory Committee - The LTAC evaluated the 2014 HM Tax applications. The Council is scheduled to discuss recommendations on October 17th.
- Economic Development Meeting - Town met with the Economic Development Council. The Council is invited to attend the annual Economic Development Summit in November.
- Future Agendas - Preliminary agendas were distributed for the remainder of 2013.
- Spring Street Water Sewer Main Replacement Project - The project was rescheduled to occur in January because of bidding requirements, holiday season and other factors.
- Water Transmission Line Project - Senator Ranker has been asked to assist the Town in securing funding for the project.
- Rainfall Levels - The recent rains have not caused any issues such as flooding.
- Friday Harbor Film Festival - Programs for the Festival were distributed.
- Shoreline Master Plan Updates - The Town and Consultant have been attempting to revise the scope of work.
- SJC Chip Seal Program - Public Works has identified the streets in Town that would be eligible for the County’s program.
- Turn Point to Pear Point Connector Road - The County has identified the Road on their annual Transportation Improvement Plan.
- Upcoming Administrator Schedule - Administrator Wilson listed his upcoming schedule which includes off-island conferences.

FUTURE AND NON-AGENDA ITEMS

135 Mayor Lacher notified the Council that she emailed regional and state representatives regarding the
136 government shutdown and requested that Councilmembers consider doing the same. The Council
137 expressed that they would prefer contacting representatives individually rather than as a body.
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139 **CITIZEN RESPONSE**

140 No citizen response was forthcoming.
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142 **ADJOURNMENT** – Hearing no further business and no objection, Mayor Lacher adjourned the
143 meeting at 1:02 p.m. The next regular meeting is scheduled for Thursday, October 5, 2013 at 5:30
144 p.m.
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147 **These minutes were approved on October 17, 2013. The original document is retained by**
148 **the Clerk in the Town Council’s permanent records. Attest: Amy Taylor, Town of Friday**
149 **Harbor Clerk**