



SUMMARY OF THE MINUTES TOWN COUNCIL

Thursday, March 20, 2014 – 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; Position No. 4 and Position No. 5, Barbara Starr.

Others Present: Mayor, Carrie Lacher; Treasurer, Wendy Picinich; Town Administrator, Duncan Wilson; Town Attorney, Adina Cunningham (and Paul Elsner); and Clerk, Amy Taylor.

FLAG SALUTE

Mayor Lacher conducted the flag salute.

ANNOUNCEMENTS/SCHEDULE CHANGES

Mayor Lacher announced that Council would be holding an executive session to discuss real estate acquisition.

PUBLIC ACCESS TIME

Mary Blevins, San Juan Community Theatre representative, announced upcoming events for the Theatre's 25th anniversary. Ms. Blevins requested that the Town grant approximately \$550 of Hotel Motel Excise Tax to allow the Theatre to place banners for events. Mayor Lacher added the discussion to a future agenda.

Sheriff Nou updated the Council on the recent vandalism event. Mr. Nou stated that even with the reward fund, no viable leads have been presented to apprehend the party responsible for the damage.

SAN JUAN COUNTY UPDATE

At 12:08 p.m., SJC Councilman Bob Jarman provided an update on issues of mutual concern. Discussion and inquiry followed regarding Washington State Ferries, SJC Lodging Tax Grant process, Whidbey NAS Growler EIS process, I-502 licensing, SJC/Town chip seal project, solid waste utility, and Turn Point/Pear Point Connector Road. The Council thanked Mr. Jarman. No action was taken.

ACTION AND DISCUSSION ITEMS

Town/SJC Joint Meeting Topics

At 12:20 p.m., Mayor Lacher introduced discussion of agenda topics for the joint meeting with the San Juan County Council. Discussion and inquiry followed with Mr. Jarman. **Council consensus to add the following topics to the agenda: 1) SJC Solid Waste Utility, 2) Board of Health opinion regarding the Oil Spill Transportation Bill, 3) Washington State Ferries, 4) (Town) Water Transmission Line Replacement Project update, and 5) Turn Point / Pear Point Connector Road status.**

44

45 SJI Transfer Station Lease

46 At 12:25 p.m., Mayor Lacher introduced discussion of the lease for the SJI Transfer Station located on
47 Sutton Road. Administrator Wilson introduced Attorney Paul Elsner to describe the terms of the lease
48 and explained that lease and operational agreement should be finalized in April/May. The Lease will
49 require the Operator to invest approximately \$300,000 of improvements. A provision was including in
50 the lease for Town to purchase improvements at an amortized rate should operations cease after five
51 years. Mr. Elsner explains the terms of the lease. Discussion and inquiry followed regarding Town
52 utilizing its property, hours of self-haul, liability coverage, and lease amount. Mayor Lacher and the
53 Council thanked Mr. Elsner. No action was taken.

54

55 Landmark Ordinance

56 At 12:49 p.m., Mayor Lacher introduced discussion of the proposed Landmark Ordinance. Sandy
57 Strehlou, Historic Preservation Review Coordinator, presented the articles of the Ordinance. Discussion
58 and inquiry followed regarding incentives, parking and process for adoption of the program. Mayor
59 Lacher thanked Ms. Strehlou. No action was taken.

60

61 Long Plat Application No. 13 - Heritage Court

62 At 1:16 p.m., Mayor Lacher introduced discussion of the recommendation by the Planning Commission
63 for approval of Long Subdivision Application No. 16 for Homes for Islanders – Heritage Court. Land Use
64 Administrator, Mike Bertrand, explained that the Planning Commission held a public hearing on the
65 merits of the application on February 27, 2014. It is the recommendation of Staff and the Planning
66 Commission that Homes for Islanders – Heritage Court Subdivision Application No. 13 and SEPA
67 Checklist No. 290 to create 9 residential lots and 1 utility lot located on Tax Parcel #351391415 be
68 receive preliminary approval with conditions listed in the Staff Report dated February 27, 2014.
69 Discussion followed regarding lighting utilities for the proposed subdivision. Bill Gendron, Applicant,
70 addressed Council questions regarding lighting standards and utilities.

71

72 **Moved by de Freitas, seconded by Starr, to approve the recommendation of the Planning**
73 **Commission and Staff Report dated February 27, 2014 for the preliminary plat of Long**
74 **Plat Application No. 13; and direct staff to prepare Findings of Fact, Conclusions of Law**
75 **and Decision for consideration. Motion passed unanimously.**

76

77 Resolution No. 2016

78 At 1:33 p.m., Mayor Lacher introduced discussion of draft Resolution No. 2016, *authorizing the Mayor*
79 *to execute Change Order No. 1 to the contract with Richard Lawson Construction, Inc. for the Spring*
80 *Street Water Sewer Main Replacement Project.* Public Works Director, Wayne Haefele, explained the
81 particulars of the Change Order. Change Order No. 1 has an additive value of \$41,871.19, excluding
82 Washington State sales tax, for replacement of water service lines and meter boxes from Front Street
83 to First Street and realignment of sewer main and installation of additional manholes adjacent to
84 Sunshine Alley. Discussion followed regarding the value of the project.

85

86 **Moved by Monin, seconded by de Freitas, to adopt Resolution No. 2016, authorizing the**
87 **Mayor to execute Change Order No. 1 to the contract with Richard Lawson Construction,**
88 **Inc. for the Spring Street Water Sewer Main Replacement Project. Motion passed**
89 **unanimously.**

90

91 Blair Avenue Sewer Main Replacement Project

92 At 1:43 p.m., Public Works Director, Wayne Haefele, requested that Town expedite the replacement of
93 the sewer main located in Blair Avenue from Spring Street to Park Street in preparation of the Blair
94 Avenue Improvement Project. The Council concurred. Mayor Lacher directed Mr. Haefele to
95 coordinate with Administrator Wilson.

96
97
98
99
100
101
102
103
104
105
106
107
108
109
110
111
112
113
114
115
116
117
118
119
120
121
122
123
124
125
126
127

PAYMENT OF CLAIMS

Moved by Monin, seconded by Starr, to approve the payment of Claim Warrants 39011 through 39060 in the amount of \$137,877.42. Motion passed unanimously.

APPROVAL OF MINUTES

Moved by de Freitas, seconded by Monin, to approve the minutes of **March 6, 2014 as corrected.** Motion passed unanimously.

FUTURE AND NON-AGENDA ITEMS

Mayor Lacher added the request by the SJ Community Theatre to a future agenda.
Administrator Wilson updated the Council on placement of Town banners for Spring.

CITIZEN RESPONSE

No citizen response was forthcoming.

EXECUTIVE SESSION

At 1:51 p.m., Mayor Lacher announced that the Council would be holding an executive session regarding real estate acquisition in accordance with the provisions of RCW 42.30.110(1)(c); which was estimated to last 20 minutes. Participants: Town Council, Mayor Lacher, Administrator Wilson, and Treasurer Picinich. The session ended at 2:14 p.m. for an actual session time of 23 minutes. No actions were taken.

ADJOURNMENT

– Hearing no further business and no objection, Mayor Lacher adjourned the meeting at 2:15 p.m. The next regular meeting is scheduled for Thursday, March 20, 2014 at 5:30 p.m.

* * * * *

These minutes were approved on April 6, 2014. The original document is retained by the Clerk in the Town Council’s permanent records. Attest: Amy Taylor, Town of Friday Harbor Clerk