



## SUMMARY OF THE MINUTES TOWN COUNCIL

**Thursday, April 3, 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. 3, Anna Maria de Freitas; Position No. 4, Farhad Ghatan; and Position No. 5, Barbara Starr.

Others Present: Mayor, Carrie Lacher; Treasurer, Wendy Picinich; Public Works Director, Wayne Haefele; and Clerk, Amy Taylor.

Position No. 2, Noel Monin; Town Administrator, Duncan Wilson; and Town Attorney, Adina Cunningham were not present.

### **EXECUSED ABSENCE**

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

### **FLAG SALUTE**

Mayor Lacher conducted the flag salute.

### **ANNOUNCEMENTS/SCHEDULE CHANGES**

No evening session of the Town Council was scheduled.

### **PUBLIC ACCESS TIME**

No public access was forthcoming.

### **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, Islands Trust Agenda, Whidbey NAS Growler EIS process, and health alert regarding recent measles outbreak in the County. The Council thanked Mr. Jarman. No action was taken.

### **ACTION AND DISCUSSION ITEMS**

#### Investment Grade Audit

At 12:16 p.m., Mayor Lacher introduced Public Works Director, Wayne Haefele, to make a presentation regarding the Town Investment Grade Audit Proposal from the State Department of Enterprise Services. Mr. Haefele reviewed the process for acquiring a grant if Town finds financial benefit in retrofitting its facilities in accordance with the energy audit. Councilmember Hushebeck inquired if the program encompassed other residential or utility providers or rebate programs. Mr. Haefele answered that the program was available for municipalities.

44 **Moved by Ghatan, seconded by Starr, to authorize staff to proceed with the Investment**  
45 **Grade Audit and earmark \$10,000 for a potential grant match under the terms of the**  
46 **proposal. Motion passed 4-0 with Monin absent.**

47

48 Blair Avenue Street Lighting Alternatives

49 At 12:21 p.m., Mayor Lacher introduced discussion of alternative lighting standards for the Blair  
50 Avenue Improvement Project. Public Works Director, Wayne Haefele, described the alternative street  
51 lighting options for style and LED options. Mr. Haefele explained that options are limited by ADA rules  
52 and limited ROW widths.

53

54 The sizes of poles are limited to three available options: 1) Straight plain pole with decorative base and  
55 top estimated \$3,565 per pole; 2) Fluted and tapered pole with decorative top but no base estimated  
56 \$3,545 per pole; or 3) Fluted and tapered pole with decorative top and custom base estimated \$4,350.  
57 The custom base cost goes down with each successive purchase because the Town would own the  
58 cast mold.

59

60 Council discussion followed concerning selection of the overall design of finial, fluting and color.

61

62 **Council consensus for staff pursue the third fully decorative option with base, and return**  
63 **with samples for visual comparison of color, design and cost options for consideration.**

64

65 Resolution No. 2020

66 At 12:42 p.m., Mayor Lacher introduced discussion of draft Resolution No. 2020, *authorizing the Mayor*  
67 *to execute a contract for the construction of the Blair Avenue Sewer Main Replacement Project.* Public  
68 Works Director, Wayne Haefele explained that the Town needs to reconstruct approximately 458 lineal  
69 feet of new sewer main on the Blair Avenue alignment beginning at Spring Street and terminating on  
70 Park Street before construction of the overall improvement project begins. One competitive sealed bid  
71 was received on April 3, 2014 after utilizing the Town Small Works Roster from Mike Carlson  
72 Enterprises. It is the recommendation of staff that the Council award the contract. Mr. Haefele  
73 explained the reasons for not recommending reinforcement of the existing main. No discussion  
74 followed.

75

76 **Moved by de Freitas, seconded by Ghatan, to adopt Resolution No. 2020, authorizing the**  
77 **Mayor to execute a contract for the construction of the Blair Avenue Sewer Main**  
78 **Replacement Project. Motion passed 4-0 with Monin absent.**

79

80 Spring Street Water Sewer Main Project

81 At 12:48 p.m., Public Works Director, Wayne Haefele provided an update on the Spring Street Water  
82 Sewer Main Project. The next phase of the project is installation of a catchment vault at the east  
83 portion of the Spring and First Street intersection. Mr. Haefele explained the process for installation  
84 which will include closure of First Street from Spring Street to Sunshine Alley. No discussion followed.

85

86

87 Resolution No. 2017

88 At 12:59 p.m., Mayor Lacher introduced discussion of draft Resolution No. 2017, *authorizing the Mayor*  
89 *to execute a small works agreement with Mike Carlson Enterprises, Inc. to install walkways above the*  
90 *SBR tanks at the Wastewater Treatment Plant.* Public Works Director, Wayne Haeefe explained that  
91 Mike Carlson Enterprises, Inc. offered a proposal, excluding sales tax, in the amount of \$21,700 to  
92 install the maintenance and safety improvements. Mr. Haeefe described the walkway material. No  
93 discussion followed.

94

95 **Moved by de Freitas, seconded by Hushebeck, to adopt Resolution No. 2017, authorizing**  
96 **the Mayor to execute a small works agreement with Mike Carlson Enterprises, Inc. to**  
97 **install walkways above the SBR tanks at the Wastewater Treatment Plant. Motion passed**  
98 **4-0 with Monin absent.**

99

100 Resolution Nos. 2018 and 2019

101 At 1:08 p.m., Mayor Lacher introduced discussion of draft Resolution No. 2018, *authorizing the Mayor*  
102 *to execute an agreement for purchase of a new copy machine for the Administration and Planning*  
103 *Department;* and draft Resolution No. 2019, *authorizing the Mayor to execute an agreement for*  
104 *purchase of a new copy machine for the Finance Department.* Treasurer Picinich explained the costs  
105 associated with new equipment. Discussion followed regarding purchase versus leasing of the  
106 machines.

107

108 **Moved Ghatan, seconded by de Freitas, to adopt Resolution Nos. 2018 and 2019,**  
109 **authorizing the Mayor to execute purchase agreements and corresponding service**  
110 **agreements for new copy machines in Town Hall. Motion passed 4-0 with Monin absent.**

111

112 Finding of Fact – Rezone Application No. 63 – OJC Properties

113 At 1:06 p.m., Mayor Lacher introduced discussion of the draft Findings of Fact, Conclusions of Law and  
114 Decision for Rezone Application No. 63 by OJC Properties. Land Use Administrator, Mike Bertrand  
115 explained that the desired clarifications were made to the development agreement pursuant to the  
116 public hearing. No discussion followed.

117

118 **Moved by Hushebeck, seconded by Starr, to adopt Findings of Fact, Conclusions of Law**  
119 **and Decision for Rezone Application No. 63 by OJC Properties. Motion passed 4-0 with**  
120 **Monin absent.**

121

122 Finding of Fact – Long Subdivision Application No. 13 – Heritage Court

123 At 1:08 p.m., Mayor Lacher introduced discussion of the draft Findings of Fact, Conclusions of Law and  
124 Decision for Long Subdivision Application No. 13 by Homes for Islanders for Heritage Court. Per  
125 inquiry, Land Use Administrator, Mike Bertrand explained that utility easements are present on the  
126 property, but pedestrian easements need to be negotiated between the private property owners and  
127 grantee.

128

129 **Moved by de Freitas, seconded by Hushebeck, to adopt Findings of Fact, Conclusions of**  
130 **Law and Decision for Long Subdivision Application No. 13 by Homes for Islanders for**  
131 **Heritage Court. Motion passed 4-0 with Monin absent.**

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133 **PAYMENT OF CLAIMS**

134 Moved by Freitas seconded by Ghatan, to affirm the payment of Payroll Warrant Nos. 16118 through  
135 16151 and direct deposit run in the amount of \$235,139.18; and approve the payment of Claim  
136 Warrant Nos. 39061 through 39105 in the amount of \$232,273.52. Motion passed 4-0 with Monin  
137 absent.

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139 **APPROVAL OF MINUTES**

140 Moved by Hushebeck, seconded by Starr, to approve the minutes of **March 20, 2014 as submitted.**  
141 Motion passed 4-0 with Monin absent.

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143 **FUTURE AND NON-AGENDA ITEMS**

144 Mayor Lacher noted that Town should schedule an executive session for Mr. Wilson's annual  
145 performance review in May.

146  
147 Councilmember Ghatan inquired about when downtown parking lines and curbs would be repainted.  
148 Mr. Haefele stated in this spring. Councilmember Ghatan noted areas that could use street  
149 maintenance.

150  
151 **CITIZEN RESPONSE**

152 No citizen response was forthcoming.

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154 **ADJOURNMENT** – Hearing no further business and no objection, Mayor Lacher adjourned the  
155 meeting at 1:27 p.m. The next regular meeting is scheduled for Thursday, April 17, 2014 at 5:30 p.m.

156  
157 \* \* \* \* \*

158 **These minutes were approved on April 17, 2014. The original document is retained by the**  
159 **Clerk in the Town Council's permanent records. Attest: Amy Taylor, Town of Friday**  
160 **Harbor Clerk**