



SUMMARY OF THE MINUTES TOWN COUNCIL

Thursday, June 26, 2014 – Council Chambers – Afternoon Session

CALL TO ORDER

Mayor Pro-tem Hushebeck 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, Farhad Ghatan.

Others Present: Town Administrator, Duncan Wilson; and Clerk, Amy Taylor.

Mayor, Carrie Lacher, and Position No. 5, Barbara Starr were absent.

The positions of Treasurer and Town Attorney are unappointed.

EXECUSED ABSENCE

Mayor Pro-tem Hushebeck asked if the Council wished to excuse the absence of Councilmember Starr. Council unanimously excused his absence.

FLAG SALUTE

Mayor Pro-tem Hushebeck conducted the flag salute.

PUBLIC ACCESS TIME

Tom Kirschner, SJI Chamber of Commerce Director, requested Town funding to supplement the 4th of July fireworks display. Mr. Kirschner explained that community fundraising for the event left a shortfall of \$4,700. Unless the Chamber is able to secure a reliable source of funding aside from requesting donations, they may no longer sponsor the event. Discussion followed regarding the costs for hosting the event.

Moved by de Freitas, seconded by Ghatan, to approve \$4,700 from the 1st 2% Hotel Motel Excise Tax Fund to supplement the annual Fourth of July Friday Harbor Fireworks Display. Motion passed 4-0 with Starr absent.

ACTION AND DISCUSSION ITEMS

Resolution No. 2034

At 12:15 p.m., Mayor Pro-tem Hushebeck introduced discussion of draft Resolution No. 2034, *authorizing an event permit for conditional private use of a portion of Front Street by the Rotary Club of San Juan Island*. Administrator Wilson explained that the Council must approve any event in which alcohol consumption is requested in the public right-of-way. The request is for the annual Rock the Dock Block Party sponsored by the Rotary Club on July 4th. Staff recommends approval contingent on all conditions of the permit being satisfied. No discussion followed.

Moved by de Freitas, seconded by Ghatan, to adopt Resolution No. 2034, authorizing an event permit for conditional private use of a portion of Front Street by the Rotary Club of San Juan Island. Motion passed 4-0 with Starr absent.

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Resolution No. 2035

At 12:19 p.m., Mayor Pro-tem Hushebeck introduced discussion of draft Resolution No. 2035, *authorizing the Mayor to execute an interlocal agreement with San Juan Island Library District for use of the Town Small Works Roster and Vendor List.* Administrator Wilson explained that use of the Town rosters are more practical than use of San Juan County’s. No discussion followed.

Moved by Monin, seconded by Ghatan, to adopt Resolution No. 2035, authorizing the Mayor to execute an interlocal agreement with San Juan Island Library District for use of the Town Small Works Roster, Vendor List, and List of Architectural and Engineering Firms. Motion passed 4-0 with Starr absent.

Resolution No. 2036

At 12:22 p.m., Mayor Pro-tem Hushebeck introduced discussion of draft Resolution No. 2036, *accepting the project known as the Wastewater Treatment Plant SBR Walkways.* Administrator Wilson explained that the project is complete and inspected. The Town Engineer now recommends closing the project, including the process to release retainage. No discussion followed.

Moved by Ghatan, seconded by de Freitas, to adopt Resolution No. 2036, accepting the project known as the Wastewater Treatment Plant SBR Walkways. Motion passed 4-0 with Starr absent.

Resolution No. 2037

At 12:23 p.m., Mayor Pro-tem Hushebeck introduced discussion of draft Resolution No. 2037, *accepting the project known as the Blair Avenue Sewer Main Replacement Project.* Administrator Wilson explained that the project is complete and inspected. The Town Engineer now recommends closing the project, including the process to release retainage. No discussion followed.

Moved by de Freitas, seconded by Monin, to adopt Resolution No. 2037, accepting the project known as the Blair Avenue Sewer Main Replacement Project. Motion passed 4-0 with Starr absent.

Resolution No. 2038

At 12:24 p.m., Mayor Pro-tem Hushebeck introduced discussion of draft Resolution No. 2038, *accepting the project known as the Spring Street Water Sewer Main Replacement Project.* Administrator Wilson explained that the project is complete and inspected. The Town Engineer now recommends closing the project, including the process to release retainage. No discussion followed.

Moved by Monin, seconded by de Freitas, to adopt Resolution No. 2038, accepting the project known as the Spring Street Water Sewer Main Replacement Project. Motion pass 4-0 with Starr absent.

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Resolution No. 2039

At 12:25 p.m., Mayor Pro-tem Hushebeck introduced discussion of draft Resolution No. 2039, *accepting the project known as the Mullis Street Pedestrian Improvement Project – Market Street to Friday Harbor Airport*. Administrator Wilson explained that with the exception of on minor repair, the project is complete and inspected. The Town Engineer now recommends closing the project, including the process to release retainage. No discussion followed.

Moved by de Freitas, seconded by Monin, to adopt Resolution No. 2039, accepting the project known as the Mullis Street Pedestrian Improvement Project – Market Street to Friday Harbor Airport. Motion passed 4-0 with Starr absent.

Resolution No. 2041

At 12:28 p.m., Mayor Pro-tem Hushebeck introduced discussion of draft Resolution No. 2041, *authorizing Change Proposal Request No. 1 for additional paving on the Mullis Street Pedestrian Improvement Project – Spring to Market Street*. Administrator Wilson explained that CPR 1 is a request to increase paving by a 35x50 foot area to correct deficiencies in the existing pavement at the intersection of Mullis and Market Street. No discussion followed.

Moved by Ghatan, seconded by de Freitas, to adopt Resolution No. 2041, authorizing Change Proposal Request No. 1 for additional paving on the Mullis Street Pedestrian Improvement Project – Spring to Market Street. Motion passed 4-0 with Starr absent.

Recycling/Trash Cans

At 12:30 p.m., Mayor Pro-tem Hushebeck introduced consideration of new trash and recycling receptacles purchase for the downtown core. Administrator Wilson explained that using hotel motel excise tax money to purchase the receptacles will meet the criteria set forth by the State Auditors’ Office. Discussion followed regarding the style, color, and cost for shipping of the cans. **Council consensus for staff to move forward with finalizing a quote for new trash and recycling receptacles for the downtown core.**

ADMINISTRATOR’S REPORT

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

- Malcolm Street Sewer – The 2 homes on Malcolm Street that were identified as not being hooked into the sewer are now connected.
- Linder Street Stormwater – A stormwater solution has been identified. Staff will work to obtain easements before it can move forward.
- Sunken Park Wall – Staff is recommending that an RFP be issued to paint the retaining wall at the park. Discussion followed. **Council consensus to issue a request for proposals to select an artist(s) with \$500 stipend for materials to paint the retaining wall located at Sunken Park.**
- 4th of July Parade – Changes to the parade rules have been made to reduce the potential for injury. Parade Marshals will be added to the route. Candy throwing and veering cars have been prohibited.
- Town Treasurer – Town has 90 days to appoint a Treasurer. Kelle Wilson, Assistant Finance Officer, was recommended to assume the role of Treasurer. This will allow Ms. Wilson to obtain a bond and legally perform duties of Treasurer until a permanent replacement is elected. **Moved by Ghatan, seconded by Monin, to appoint Kelle Wilson to the position of Treasurer. Motion passed 4-0 with Starr absent.**

- 139 • L&I Inspection – Town had a surprise inspection by Labor and Industries. Only minor violations
140 were reported.
- 141 • Time-limited Parking Signage – Staff suggested removal of "Sunday and Thanksgiving" from
142 signage to encourage moving of vehicles. It will continue to be listed in municipal code that
143 those days remain "free" parking days.
- 144 • Street Names – The road at Trout Lake Reservoir has been named Fitch Road for addressing
145 purposes.
- 146 • 2014 SJC PFFAP Grant Funding – The review committee recommended that Town's application
147 for design of the Tucker Street Reconstruction Project be denied. Mr. Wilson will make a
148 presentation to the SJC Council regarding the application.
- 149 • Solar Bee – Town installed a Solar Bee at Marguerite Street to redistribute and circulate chlorine
150 in the water tank.
- 151 • Front Street Stormwater Vault – Town is identifying appropriate grants to fund the project.
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154 **PAYMENT OF CLAIMS**

155 Moved by Monin, seconded by de Freitas, to approve the payment of Claim Warrant Nos. 39312
156 through 39385 in the amount of \$394,614.60. Motion passed 4-0 with Starr absent.
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158 **MINUTES**

159 Minutes were postponed until the evening session.
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161 **FUTURE AND NON-AGENDA ITEMS**

162 No future agenda items were forthcoming.
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164 **CITIZEN RESPONSE**

165 No citizen response was forthcoming.
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167 **ADJOURNMENT** – Hearing no further business and no objection, Mayor Pro-tem Hushebeck
168 adjourned the meeting at 1:17 p.m. The next regular meeting is scheduled for Thursday, June 26,
169 2014 at 5:30 p.m.
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172 **These minutes were approved on July 17, 2014. The original document is retained by the**
173 **Clerk in the Town Council's permanent records. Attest: Amy Taylor, Town of Friday**
174 **Harbor Clerk**