



## SUMMARY OF THE MINUTES TOWN COUNCIL

**Thursday, October 2, 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, Farhad Ghatan; and Position No. 5, Barbara Starr.

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

Treasurer, Kelle' Wilson was absent.

### FLAG SALUTE

Mayor Lacher conducted the flag salute.

### PUBLIC ACCESS TIME

Administrator Wilson introduced Emily Greenberg, new reporter for Journal.

### SJC UPDATE

At 12:01 p.m., SJC Councilmember Bob Jarman provided an update on the following:

- Animal Control Officer – The Council is looking at options for a designated Animal Control Officer.
- Washington State Ferries – The Council is reaching out to other ferry served communities to build a consortium to address service reductions and other ferry issues. Mayor Lacher noted upcoming Ferry Community Partnership meetings.
- Growler Noise – Rep. Rick Larsen is scheduled to attend the community meeting on Lopez regarding jet noise. Councilmember Starr requested that possible funding for the Turn Point Pear Point Connector Road be added to the legislative agenda.
- Greenhouse Moratorium – The County is moving forward with a moratorium on greenhouses until land use regulations can be addressed for Tier 1 & 2 production of marijuana.
- 2015 County Budget – The County has begun its budget process.
- Transportation Funding – The County Manager is still drafting the joint letter regarding sustainable transportation funding for the ferries.

Mayor Lacher and the Council thanked Mr. Jarman.

### DEPARTMENT REPORTS

#### Public Works

At 12:05 p.m., Public Works Director, Wayne Haefele, reported on activities of the Public Works Department. Accomplished projects include replacement of the carbon media at the treatment plant; removal and replacement of concrete asbestos piping on Carter Avenue; fixing the digester at the Wastewater Treatment Plant; redesign of Pump Station #2; Greenway Park improvements; chip seal overlay project; street patching; land surveys for the Marguerite Place, water tank, and Warbass Way traffic calming. Upcoming work includes new flower baskets, new pavement at the intersection of Guard and Park Street; and repairs for Marguerite Place. Mr. Haefele explained the purpose of the

47 Change Orders being presented. Discussion and inquiry followed regarding miscellaneous street  
48 conditions. Mayor Lacher thanked Mr. Haefele. No action was taken.

49

50 **ACTION AND DISCUSSION ITEMS**

51 Resolution No. 2064

52 At 12:39 p.m., Mayor Lacher introduced discussion of draft Resolution No. 2064, *authorizing the Mayor*  
53 *to execute Change Order No. 3 to the contract with Richard Lawson Construction, Inc. for the Spring*  
54 *Street Water Sewer Main Replacement Project.* No discussion followed.

55

56 **Moved by Monin, seconded by Ghatan, to adopt Resolution No. 2064, authorizing the**  
57 **Mayor to execute Change Order No. 3 to the contract with Richard Lawson Construction,**  
58 **Inc. for the Spring Street Water Sewer Main Replacement Project. Motion passed**  
59 **unanimously.**

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61 Resolution No. 2065

62 At 12:40 p.m., Mayor Lacher introduced discussion of draft Resolution No. 2065, *authorizing the Mayor*  
63 *to execute Change Order No. 1 to the contract with Mike Carlson Enterprises, Inc. for the Waste Water*  
64 *Treatment Plant SBR Walkway Project.* No discussion followed.

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66 **Moved by Starr, seconded by Ghatan, to adopt Resolution No. 2065, authorizing the Mayor**  
67 **to execute Change Order No. 1 to the contract with Mike Carlson Enterprises, Inc. for the**  
68 **Waste Water Treatment Plant SBR Walkway Project. Motion passed unanimously.**

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70 Resolution No. 2066

71 At 12:41 p.m., Mayor Lacher introduced discussion of draft Resolution No. 2066, ratifying Change  
72 Order Nos. 1 through 3 to the contract with Richard Lawson Construction, Inc. for the Mullis Street  
73 Pedestrian Improvement Project – Market Street to Friday Harbor Airport. No discussion followed.

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75 **Moved by de Freitas, seconded by Ghatan, to adopt Resolution No. 2066, ratifying Change**  
76 **Order Nos. 1 through 3 to the contract with Richard Lawson Construction, Inc. for the**  
77 **Mullis Street Pedestrian Improvement Project – Market Street to Friday Harbor Airport.**  
78 **Motion passed unanimously.**

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80 Ordinance No. 1544

81 At 12:42 p.m., Mayor Lacher introduced discussion of draft Ordinance No. 1544, *adding a new section*  
82 *to Chapter 13.21 Friday Harbor Municipal Code regarding commercial sewer service charge*  
83 *adjustments.* Administrator Wilson explained that residential customers enjoy a flat fee for sewer while  
84 commercial customers have tiered fees based on the assumed usage. The Ordinance allows the Town  
85 Administrator to adjust fees when leaks occur; especially when the Town is able to determine that the  
86 water has not entered the system for treatment. No discussion followed.

87

88 **Moved by Hushebeck, seconded by de Freitas, to adopt Ordinance No. 1544, adding a new**  
89 **section to Chapter 13.21 Friday Harbor Municipal Code regarding commercial sewer**  
90 **service charge adjustments. Motion passed unanimously.**

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92 Sewer Funding Coalition

93 At 12:50 p.m., Mayor Lacher introduced discussion of a request to join the Sewer Funding Coalition  
94 and support fees for lobbying services in the 2015 State Legislative Session. Administrator Wilson  
95 explained that a trend is forming in Washington of local municipalities accumulating millions of dollars  
96 of sewer debt due to unfunded mandates by the State. The City of Shelton has formed a coalition of  
97 rural cities to lobby the Legislature for grants to accomplish wastewater mandate. The Coalition is now

98 solidifying its membership and asking cities to donate funds toward the cost of hiring a lobbyist. The  
 99 goal is to increase the Centennial fund appropriation from \$50 million to \$200 million. Discussion  
 100 followed regarding where the funding would come from.

101  
 102 **Moved by Ghatan, seconded by Starr, to join the Sewer Funding Coalition for lobbying**  
 103 **services in the 2015 State Legislative Session. Motion passed unanimously.**  
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105 LTAC Recommendations

106 At 12:55 p.m., Mayor Lacher introduced discussion of the LTAC funding recommendations.  
 107 Administrator Wilson presented the results. Discussion followed regarding how to equitably distribute  
 108 the funding. Councilmember Hushebeck commented on guidelines for distribution.

109  
 110 **Moved by Ghatan, seconded by Starr, to accept the recommendation of the Lodging Tax**  
 111 **Advisory Committee for 2015 Hotel Motel Excise Tax Grant distributions based upon the**  
 112 **“bell curve average” (see Figure 1); with the remainder of \$2,495 distributed equally**  
 113 **between the applications with the exception of Visitors Bureau and Chamber Visitors**  
 114 **Information Center (see Figure 2).**

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 116 **Motion passed 4-0 with de Freitas abstained.**  
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118 Figure 1: (Raw data distributed to Council)

	Steve Hushebeck	Farrad Ghatan	Greg Zervas	David Pass	Victoria Compta	Lori Petersen	Laura Saccio	AVERAGE	BELL CURVE
VB	\$ 159,000	\$ 170,500	#####	#####	\$160,000	\$166,775	#####	\$ 170,075	\$ 168,055
OPS	\$ 28,000	\$ 25,000	\$ 20,750	\$ 25,000	\$ 26,000	\$ 25,000	\$ 20,000	\$ 24,250	\$ 24,350
CMBR-4TH	\$ 3,000	\$ 7,500	\$ 1,000	\$ 5,000	\$ 6,000	\$ 5,000	\$ 1,000	\$ 4,071	\$ 4,000
WK	\$ 4,000	\$ 1,000	\$ 700	\$ 3,000	\$ 2,000	\$ 3,000	\$ 1,500	\$ 2,171	\$ 2,100
WM	\$ 8,000	\$ 8,000	\$ 3,200	\$ 8,000	\$ 5,000	\$ 8,000	\$ 2,000	\$ 6,029	\$ 6,440
IMA	\$ 7,000	\$ 2,000	\$ 8,000	\$ 8,000	\$ 13,700	\$ 1,725	\$ 2,500	\$ 6,132	\$ 5,500
ART	\$ 1,200	\$ 1,000	\$ 1,050	\$ 1,500	\$ 1,000	\$ 2,100	\$ 1,000	\$ 1,264	\$ 1,150
FILM	\$ 9,000	\$ 6,000	\$ 8,000	\$ 5,000	\$ 9,000	\$ 3,000	\$ 2,000	\$ 6,000	\$ 6,200
CHMUS	\$ 2,000	\$ 2,000	\$ 300	\$ 2,500	\$ 1,000	\$ 6,000	\$ 1,000	\$ 2,114	\$ 1,700
HIST	\$ 2,100	\$ 1,500	\$ 1,700	\$ 2,500	\$ 500	\$ 2,700	\$ 1,250	\$ 1,750	\$ 1,810
SVC	\$ 1,700	\$ 500	\$ 300	\$ 1,500	\$ 800	\$ 1,700	\$ 1,500	\$ 1,143	\$ 1,200
	\$ 225,000	\$ 225,000	#####	#####	\$225,000	\$225,000	#####		
LTAC authorized to recommend total disbursement of funds @ \$225,000								Base Recc \$223,857	\$ 222,505

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 121 Figure 2: (TC final recommendation)  
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	Final Allocation
VB	\$ 168,055
CMBR-OPS	\$ 24,350
CMBR-4TH	\$ 4,277
CMBR-WK	\$ 2,377
WM	\$ 6,717
IMA	\$ 5,777
ART	\$ 1,427
FILM	\$ 6,477
CHMUS	\$ 1,977
HIST	\$ 2,087
SVC	\$ 1,477
	\$ 225,000

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**ADMINISTRATOR’S REPORT**

At 1:16 p.m., Administrator Wilson presented the Town Council with an update of the following:

- Lodging Tax Grants – The Council was asked if they desired to manage the reduced funding or to trust the Visitors Bureau to apply the funding where needed. Councilmember Ghatan commented that LTAC Member Saccio had a valid point that the Visitors Bureau uses consultants to advise them on the best use of the funding. Discussion followed. **Council consensus to allow the Visitors Bureau to allocate the funding as they deem necessary according to their application.**
- Town refuse truck– The Town is able to go to bid for a truck, but would prefer to utilize Tacoma’s bid, that meets Town specifications, for \$211,000. Town currently has an interlocal agreement that allows Town to legally do so. The truck is budgeted. No action was requested by staff. Administrator Wilson stated that staff would move forward with the purchase.
- SJI Transfer Station – An update was given regarding recent operations at the Transfer Station relating to the tipping floor.
- Trash and recycling cans – Town received the new cans. Discussion followed regarding removal of the old ones.
- Sales Tax – The July reporting is available for review. Discussion followed regarding code compliance and regulating vacation rentals.
- Stormwater Vault - 20/20 Engineering has provided a proposal to design the Spring Street Stormwater Vault. The intention is to design the vault cover to have a pocket park look. **Moved by Ghatan, seconded by Monin, to approve an agreement contract 20/20 Engineering for design of the Spring Street Stormwater Retrofit in the amount of \$45,000. Motion passed unanimously.**
- Spring Street Rain Garden – Town continues to maintain the rain garden. Staff will come up with a plan for monitoring.
- Evergreen Park – Final improvements were installed.

**PAYMENT OF CLAIMS**

Moved by Monin, seconded by de Freitas, to affirm the payment of Payroll Warrant Nos. 16308 through 16340; and direct deposit run of 9/30/14 in the amount of \$239,498.64 and approve the payment of Claim Warrant Nos. 39674 through 39711 in the amount of \$476,835.50. Motion passed unanimously.

**APPROVAL OF MINUTES**

Moved by de Freitas, seconded by Ghatan, to approve the minutes of **September 18, 2014 as submitted.** Motion passed unanimously.

**FUTURE AND NON-AGENDA ITEMS**

Councilmember de Freitas requested that the Visitors Bureau be scheduled for a presentation regarding their 2015 Tourism Marketing Plan.

**CITIZEN RESPONSE**

No citizen response was forthcoming.

**ADJOURNMENT** – Hearing no further business and no objection, Mayor Lacher adjourned the meeting at 1:44 p.m. The next regular meeting is scheduled for Thursday, October 2, 2014 at 5:30 p.m.

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176 **These minutes were approved on October 18, 2014. The original document is retained by**  
177 **the Clerk in the Town Council’s permanent records. Attest: Amy Taylor, Town of Friday**  
178 **Harbor Clerk**