



## SUMMARY OF THE MINUTES TOWN COUNCIL

1 **Thursday, November 6, 2014 – Council Chambers – Afternoon Session**

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3 **CALL TO ORDER**

4 Mayor Lacher called the regular session of the Town Council to order at 12:00 p.m.

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6 **ROLL CALL**

7 Councilmembers: Position No. 1, Steve Hushebeck; Position No. 2, Noel Monin; Position No. 3, Anna  
8 Maria de Freitas; Position No. 4, Farhad Ghatan; and Position No. 5, Barbara Starr.

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10 Others Present: Mayor, Carrie Lacher; Treasurer, Kelle' Wilson; Town Administrator, Duncan Wilson; and  
11 Clerk, Amy Taylor.

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13 The Town Attorney was on-call.

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15 Councilmember Starr was excused to leave session early. Councilmember Starr left session at 12:57 p.m.

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17 **FLAG SALUTE**

18 Mayor Lacher conducted the flag salute.

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20 **PUBLIC ACCESS TIME**

21 No public access was forthcoming.

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23 **ACTION AND DISCUSSION ITEMS**

24 Friday Harbor Ball Fields

25 At 12:01 p.m., Mayor Lacher introduced discussion of the proposal submitted by Friday Harbor Athletic  
26 Association for funds to complete the Carter Avenue sidewalk improvements. Installation of continuous  
27 sidewalk required by their conditional use permit for the Friday Harbor Ball Fields is estimated to cost  
28 \$167,000. Administrator Wilson explained that on October 25<sup>th</sup>, the Council considered a contribution of  
29 \$10,000 in order to defray costs of these public sidewalk improvements. No formal action could be taken  
30 at the Council Retreat. No discussion followed.

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32 **Moved by Ghatan, seconded by de Freitas, to authorize a contribution of \$10,000 from the**  
33 **current fund in the 2014 Town Budget to the Friday Harbor Athletic Association for public**  
34 **sidewalk improvements on Carter Avenue. Motion passed unanimously.**

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37 Resolution No. 2067

38 At 12:04 p.m., Mayor Lacher introduced discussion of draft Resolution No. 2067, *authorizing the Mayor*  
39 *to execute a professional service agreement with MNS Engineers, Inc. for design of improvements to*  
40 *Warbass Way and Harrison Street intersections.* Administrator Wilson explained that Town utilized its  
41 A&E roster to solicit proposals for design of the desired traffic calming devices at by intersections of  
42 Warbass Way and Harrison Street. MNS Engineers offered a proposal on a time and material basis not  
43 to exceed \$11,690 to provide a technical memorandum and conceptual designs. Public Works Director,  
44 Wayne Haeefe, explained reasons for selecting an outside engineer to design the project. Discussion  
45 followed regarding the cost and scope of work, and proposal to change direction in direction of Warbass  
46 Way.

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48 **Moved by de Freitas, seconded by Monin, to adopt Resolution No. 2067, authorizing the**  
49 **Mayor to execute a professional service agreement with MNS Engineers, Inc. for design of**  
50 **improvements to Warbass Way and Harrison Street intersections. Motion passed**  
51 **unanimously.**

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53 Resolution No. 2068

54 At 12:11 p.m., Mayor Lacher introduced discussion of draft Resolution No. 2068, *authorizing the Mayor*  
55 *to execute Change Order No. 4 to the contract with Mike Carlson Enterprises, Inc. for the Blair Avenue*  
56 *Reconstruction Project.* Change Order No. 4 has an additive value of \$11,790 for the location, removal  
57 and relocation of various marked and unmarked utilities located in the public right of way. Public Works  
58 Director, Wayne Haeefe, explained that work was performed on a time and material basis outside of the  
59 original agreement. Enough poorly placed or unmarked utilities were found that the Contractor was  
60 instructed to correct the deficiencies so that Town would not be required to cut the street in the future.  
61 Town will seek reimbursement from the respective utility owners for the cost of work. No discussion  
62 followed.

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64 **Moved by Monin, seconded by Starr, to adopt Resolution No. 2068, authorizing the Mayor to**  
65 **execute Change Order No. 4 to the contract with Mike Carlson Enterprises, Inc. for the Blair**  
66 **Avenue Reconstruction Project. Motion passed unanimously.**

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68 Resolution No. 2069

69 At 12:13 p.m., Mayor Lacher introduced discussion of draft Resolution No. 2069, *regarding sponsorship*  
70 *of the Friday Harbor Transportation Benefit District membership into the Association of Washington Cities*  
71 *Risk Management Service Agency.* Administrator Wilson explained that non-city entity’s request for  
72 membership into the AWC RMSA property and liability self-insurance program require sponsorship. No  
73 discussion followed.

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75 **Moved by Ghatan, seconded by de Freitas, to adopt Resolution No. 2069, regarding**  
76 **sponsorship of the Friday Harbor Transportation Benefit District membership into the**  
77 **Association of Washington Cities Risk Management Service Agency. Motion passed**  
78 **unanimously.**

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Friday Harbor Transportation Benefit District

At 12:16 p.m., Mayor Lacher recessed to the Transportation Benefit District meeting. Mayor Lacher reconvened the Council meeting at 12:33 p.m. See minutes for the District.

**APPROVAL OF MINUTES**

Moved by de Freitas, seconded by Starr, to approve the minutes of **October 16, 2014 and October 25, 2014 as submitted**. Motion passed unanimously.

**PAYMENT OF CLAIMS AND PAYROLL**

Moved by Monin, seconded by de Freitas, to affirm the payment of Payroll Warrant Nos. 16341 through 16360 and Direct Deposit Run in the amount of \$238,624.38; and approve the payment of Claim Warrant Nos. 39772 through 39829 in the amount of \$508,530.84. Motion passed unanimously.

**EXECUTIVE SESSION**

At 12:36 p.m., Mayor Lacher announced that the Council would be holding an executive session regarding litigation in accordance with the provisions of RCW 42.30.110(1)(i); which was estimated to last 25 minutes. Participants: Town Council, Mayor Lacher, Administrator Wilson, Treasurer Wilson, Clerk Taylor, and Attorney Mike Kenyon. The session ended at 1:35 p.m. for an actual session time of 59 minutes. No actions were taken.

**ADMINISTRATOR’S REPORT**

At 1:35 p.m., Administrator Wilson presented the Town Council with an update of the following:

- SJC Public Health – The County is developing an Ebola Emergency Plan.
- Transportation Meeting – Washington State Ferries will be attending the meeting with the County on November 10<sup>th</sup> to discuss transportation issues.
- Trout Lake – The water level measures 44 inches below the spillway.
- Lawson Ridge – The Preservation Trust has approached the Town regarding a partnership opportunity to purchase Lawson Ridge. Lawson Ridge borders Town watershed property.
- WWTP – Town is investigating the hauling of wet sludge versus dried sludge. It’s estimated that it would cost \$11,000 per year. That estimate includes propane savings. This is being proposed partially because a new sludge dryer will be needed in the next 5-10 years.
- Island Lighting Festival – The tree lighting ceremony is scheduled December 5<sup>th</sup>.
- Blair Avenue Reconstruction Project – Crews are currently installing trees and lighting.
- Linder Street – Storm drainage issues were reported.
- Design and Storm Drainage Standards – Town will issue a request for proposals for revised standards.

**FUTURE AND NON-AGENDA ITEMS**

Councilmember Ghatan inquired when the Council would meet with Island Rec to discuss partnership opportunities. Council suggested that Town issue a press release regarding the \$10,000 contribution to the Carter Avenue sidewalk improvements.

125 **CITIZEN RESPONSE**

126 No citizen response was forthcoming.

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128 **ADJOURNMENT** – Hearing no further business and no objection, Mayor Lacher adjourned the meeting  
129 at 1:58 p.m. The next regular meeting is scheduled for Thursday, November 6, 2014 at 5:30 p.m.

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131 \* \* \* \* \*

132 **These minutes were approved on November 20, 2014. The original document is retained**  
133 **by the Clerk in the Town Council’s permanent records. Attest: Amy Taylor, Town of Friday**  
134 **Harbor Clerk**