



SUMMARY OF THE MINUTES TOWN COUNCIL

Thursday, June 4, 2015 – 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; and Position No. 4, Farhad Ghatan.

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

The Town Attorney was present during executive session.

Position No. 2, Noel Monin and Position No. 5, Barbara Starr were absent. The Council unanimously excused their absence.

FLAG SALUTE

Mayor Lacher conducted the flag salute.

PUBLIC ACCESS TIME

No public access was forthcoming.

ACTION AND DISCUSSION ITEMS

Civic Pride Award – Sunken Park – Town Crew

At 12:01 p.m., Mayor Lacher presented Town Staff with a Civic Award for their fantastic work at Sunken Park. Employees Justin Nibler, Sarena Schumacher, Jeff Peacock, Will Turman and Mike Goff were responsible for refurbishing the playground area and grounds.

2016 H/M Excise Tax Grant

At 12:10 p.m., Mayor Lacher introduced discussion of the 2016 Hotel Motel Excise Tax Grant. Administrator Wilson explained that a call for applications would be available soon and the Lodging Tax Advisory Committee is recommending a preliminary allocation of \$200,000 for tourism related programs and promotion. Discussion followed regarding return-on-investment of summer versus shoulder season promotion.

Council consensus to allocate the preliminary amount of \$200,000 for tourism related programs in 2016.

40

41 Ordinance No. 1563

42 At 12:15 p.m., Mayor Lacher introduced discussion of draft Ordinance No. 1563, *amending Title 5 FHMC*
43 *relating to the business license code*. Clerk Taylor explained that the purpose of the ordinance was to
44 expand definitions, amend license year to April through March, adjust the fee schedule and establish a
45 process for violations. Administrator Wilson explained that business license renewals for 2015/2016
46 would be prorated \$10.50 to accommodate the shorter year. Discussion followed regarding fees for
47 licensing.

48

49 **Moved by Ghatan, seconded by de Freitas, to adopt Ordinance No. 1563, amending Title 5**
50 **FHMC relating to the business license code. Motion passed 3-0 with Monin and Starr absent.**

51

52 Resolution No. 2115

53 At 12:25 p.m., Mayor Lacher introduced discussion of draft Resolution No. 2115, *awarding the bid to*
54 *Energy Systems for purchase of a trailered mobile generator*. Administrator Wilson explained that Town
55 received two bids of which one was determined non-responsive. The Public Works Director and Sewer
56 Department Leadman recommend award to Energy Systems for their proposal of \$64,147. Discussion
57 followed regarding use/relocation of the current generators.

58

59 **Moved by de Freitas, seconded by Ghatan, to approve Resolution No. 2115, awarding the**
60 **bid to Energy Systems for purchase of a trailered mobile generator. Motion passed 3-0 with**
61 **Monin and Starr absent.**

62

63 Resolution No. 2116

64 At 12:40 p.m., Mayor Lacher introduced discussion of Resolution No. 2116, *authorizing conditional private*
65 *use of a portion of Front Street by the Rotary Club of San Juan Island*. Administrator Wilson explained
66 that the Rotary Club has requested use on July 4th for the annual Rock-the-Dock event. The Council
67 considers the request and conditions imposed by the Town because the application requests that alcohol
68 be served in the public ROW. No discussion followed.

69

70 **Moved by Ghatan, seconded by de Freitas, to adopt Resolution No. 2116, authorizing**
71 **conditional private use of a portion of Front Street by the Rotary Club of San Juan Island.**
72 **Motion passed 3-0 with Monin and Starr absent.**

73

74 Resolution No. 2117

75 At 12:42 p.m., Mayor Lacher introduced discussion of draft Resolution No. 2117, *the Mayor to execute a*
76 *contract with Lawson Construction for asphalt patching at various street locations*. Administrator Wilson
77 explained that Town went to bid utilizing the Small Works Roster. Engineer-In-Training, Pedro Mena,
78 described the five projects. Discussion followed regarding the progression of the projects and that the
79 location on Spring Street may require a change order to install an additional manhole.

80

81 **Moved by de Freitas, seconded by Hushebeck, to adopt Resolution No. 2117, authorizing the**
82 **Mayor to execute a contract with Lawson Construction for asphalt patching at various street**
83 **locations. Motion passed 3-0 with Monin and Starr absent.**

84

85 **ADMINISTRATOR'S REPORT**

86 At 12:55 p.m., Administrator Wilson presented the Town Council with an update of the following:

87

- 88
- 89 • Mullis Senior Center – Have requested Town stripe their parking lot.
 - 90 • Friday Harbor Fields – The conditions of the Conditional Use Permits are almost met.
 - PFFAP representative – July 15th. Steve will represent.

- 91 • SJC PFFAP Grant Application – Town will submit an application for development of a pocket park
- 92 on Spring Street.
- 93 • Six Year TIP – The hearing for the 2016-2021 Six Year TIP is scheduled on June 18, 2015.
- 94 • Brochures – The Historic Preservation Map needs edits and reprinting.
- 95 • Blinking lights are coming. Manufacturer only sent one, instead of four
- 96 • Crosswalk Upgrades – The flashing lights for the School crosswalks are on order.
- 97 • M/V Samish – Town has contributed \$100 towards the Samish inauguration for the SJI Jazz Band.
- 98 • OPALCO Franchise – The Ordinance amending the franchise to include broadband was presented
- 99 for a first reading.
- 100 • Chipseal program – A memorandum of understanding will be presented on June 18th for two
- 101 projects.
- 102 • Transient Residence – The Town Attorney recommends that Town clarify the current zoning
- 103 ordinance and specifically state that there are no transient rentals allowed in SFR/MFR zones.
- 104 • Town Logo – A panel is in process of reviewing proposals.
- 105 • Utility video – Two proposals have been received.
- 106

107 **PAYMENT OF CLAIMS AND PAYROLL**

108 Moved by Hushebeck, seconded by Freitas, to affirm the payment of Payroll Warrant Nos. 16528 through

109 16545 and direct deposit run in the amount of \$242,109.82; and approve the payment of Claim Warrant

110 Nos. 40484 through 40534 in the amount of \$148,245.93. Motion passed 3-0 with \$148,254.93.

111

112 **APPROVAL OF MINUTES**

113 Moved by Freitas, seconded by Ghatan, to approve the minutes of **May 21, 2015 as submitted.** Motion

114 passed 3-0.

115

116 **FUTURE AND NON-AGENDA ITEMS**

117 No future agenda items were forthcoming.

118

119 **CITIZEN RESPONSE**

120 No citizen response was forthcoming.

121

122 **EXECUTIVE SESSION**

123 At 1:26 p.m., Mayor Lacher announced that the Council would be holding an executive session regarding

124 real estate acquisition in accordance with the provisions of RCW 42.30.110(1)(b); which was estimated

125 to last 45 minutes. Participants: Town Council, Mayor Lacher, Administrator Wilson, Attorney Kenyon

126 and Treasurer Wilson. The session ended at 2:15 p.m. for an actual session time of 49 minutes. No

127 actions were taken.

128

129 **ADJOURNMENT** – Hearing no further business and no objection, Mayor Lacher adjourned the meeting

130 at 1:27 p.m. The next regular meeting is scheduled for Thursday, June 18, 2015 at 12:00 p.m.

131

132 * * * * *

133 **These minutes were approved on June 18, 2015. The original document is retained by the**

134 **Clerk in the Town Council’s permanent records. Attest: Amy Taylor, Town of Friday Harbor**

135 **Clerk**