



## SUMMARY OF THE MINUTES TOWN COUNCIL

**Thursday, September 3, 2015 – Council Chambers – Evening Session**

### **CALL TO ORDER**

Mayor Lacher called the regular session of the Town Council to order at 5:30 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; Treasurer, Kelle' Wilson; Town Administrator, Duncan Wilson; and Clerk, Amy Taylor.

### **FLAG SALUTE**

Mayor Lacher conducted the flag salute.

### **ANNOUNCEMENTS/SCHEDULE CHANGES**

Mayor Lacher announced a brief executive session lasting 5 minutes regarding real estate acquisition at the conclusion of business.

### **PUBLIC ACCESS TIME**

Carrie Brooks, 720 Harbor Street, spoke about the importance of disaster preparedness. Ms. Brooks stated that the goal is always to for an individual to be prepared to help the community, not the community to help the individual. Ms. Brooks commented that the flash flooding caused by the afternoon rain is a good example of how natural disasters can occur without warning. Ms. Brooks listed several resources that offer help on the subject. The Council thanked Ms. Brooks.

### **WORK SESSION(S)**

#### Council Retreat Topics

At 5:45 p.m., Mayor Lacher introduced the work session to discuss topics to include on a brief Council Retreat prior to February. The Council listed the following topics for consideration:

- Town Hall Renovations - improvements to office/meeting space for staff;
- Town Hall Renovations - improvements to the Fire Hall Equipment Bays;
- Sunshine Alley - next phases;
- Park Projects;
- Derelict Vessel Program; and
- Public Works Yard.

**The date for Council Retreat a was tentatively scheduled for October 29<sup>th</sup> from 4:00 p.m. to 8:00 p.m.**

#### Town Budget Cycle

At 6:25 p.m., Mayor Lacher introduced the work session to discuss the process for the Town budget cycle. Administrator Wilson described the approval process, decision card process and suggested a timeline for discussing the various funds. The timeline suggested is follows:

- Decision Cards;
- Current fund revenues;
- Current fund expenditures; then
- Remainder of funds.

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49 The Council concurred. No action was taken.

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51 Irrigation Submeters

52 At 6:25 p.m., Mayor Lacher introduced the work session to discuss the allowance of submeters for water.  
53 Administrator Wilson explained that water customers in the commercial and multifamily zones are allowed  
54 submeters for purposes such as irrigation. These gallons do not impact directly the sewer system,  
55 therefore during utility billing the sewer charges are manually reduced by the gallons metered on the  
56 submeter. The sewer utility is indirectly impacted because rates are based on a certain amount of water  
57 not being processed. More customers are requesting the ability to have submeters which lead to the  
58 following policy questions:

- 59 • Does Town want to allow more entities to install submeters, which may impact overall sewer
- 60 rates and staff time?
- 61 • Does Town want businesses to beautify their outside areas? If so, is it fair to chare sewer fees
- 62 when the use does not impact the sewer utility?
- 63 • If Town allows submeters, what is the policy to recoup expenses?

64 Discussion followed regarding the current rate structure and policy. **Council consensus to determine**  
65 **the actual cost and impact to the sewer system by allowing submeters. Analysis should**  
66 **include fees and rate structure that would offset the revenue to the sewer system.**

67  
68 Refuse Utility

69 At 6:53 p.m., Mayor Lacher introduced the work session regarding the refuse utility. Administrator Wilson  
70 presented the new pick up schedule and described issues regarding recycling fees. Town is experiencing  
71 increased costs associated with tipping recycling. No action was taken.

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73 **FUTURE AND NON-AGENDA ITEMS**

74 Administrator Wilson reported that legal counsel has been attained to analysis the feasibility of purchasing  
75 water rights at Zylstra Lake.

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77 **CITIZEN RESPONSE**

78 No citizen response was forthcoming.

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80 **EXECUTIVE SESSION**

81 At 7:20 p.m., Mayor Lacher announced that the Council would be holding an executive session regarding  
82 real estate acquisition in accordance with the provisions of RCW 42.30.110(1)(b); which was estimated  
83 to last 5 minutes. Participants: Town Council, Mayor Lacher, Administrator Wilson, Treasurer Wilson,  
84 and Clerk Taylor. The session ended at 7:29 p.m. for an actual session time of 9 minutes. No actions  
85 were taken.

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87 **ADJOURNMENT** – Hearing no further business and no objection, Mayor Lacher adjourned the meeting  
88 at 7:29 p.m. The next regular meeting is scheduled for Thursday, September 17, 2015 at 12:00 p.m.

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90 \* \* \* \* \*

91 **These minutes were approved on September 17, 2015. The original document is retained**  
92 **by the Clerk in the Town Council’s permanent records. Attest: Amy Taylor, Town of Friday**  
93 **Harbor Clerk**