



SUMMARY OF THE MINUTES TOWN COUNCIL

Thursday, October 08, 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. 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 and Clerk, Amy Taylor.

Treasurer, Kelle' Wilson, and Town Administrator, Duncan Wilson, were absent.

FLAG SALUTE

Mayor Lacher conducted the flag salute.

ANNOUNCEMENTS/SCHEDULE CHANGES

No evening session was scheduled.

PUBLIC ACCESS TIME

No public access was forthcoming.

ACTION AND DISCUSSION ITEMS

SJC Update

At 12:00 p.m., SJC Councilman Bob Jarman updated the Council on issues of mutual concern. Topics of discussion included: Alternatives for the Turn Point Connector Road; Islands Council Summit; E-911 redundancy; local Department of Health issues; housing availability; Washington State Ferries; and topics for a joint meeting. Discussion followed. Mayor Lacher and the Council thanked Mr. Jarman.

Budget Request - SJI Chamber of Commerce

At 12:26 p.m., Mayor Lacher introduced discussion of a budget request for staffing the Visitors Information Center and annual 4th of July fireworks display by the SJI Chamber of Commerce. Becky Day, Executive Director, presented the Chamber's preliminary 2016 budget for daily operation and staffing in the amount of \$42,554 and requested a contribution of \$19,154 from the first 2% hotel motel excise tax to offset costs. The Chamber also requested a total of \$16,000 towards the 2016 fireworks display and described charitable donations that may be available for the event. Discussion followed regarding annual 4th of July events. The budget request will be discussed during the next scheduled Town Budget Work Session. No action was taken. Mayor Lacher thanked Ms. Day.

Comprehensive Plan Amendments

At 12:33 p.m., Mayor Lacher introduced discussion of draft amendments to the 2002 Town Comprehensive Plan. Land Use Administrator Mike Bertrand explained that the Planning Commission held a public hearing on September 24, 2015. The Planning Commission received no reclassification requests. The recommended text changes include the updated Capital Facilities Improvement Plan and Six Year Transportation Improvement Plan. Mr. Bertrand noted that the Comprehensive Plan is scheduled for a full revision. No discussion followed.

48 **Moved by de Freitas, seconded by Monin, to adopt Ordinance No. 1574, amending the 2002**
49 **Town of Friday Harbor Comprehensive Plan. Motion passed unanimously.**

50
51 Mr. Bertrand provided an update regarding current permits and house renovations in Town; and status
52 of the Friday Harbor Ballfields. Mayor Lacher thanked Mr. Bertrand for the update.

53
54 Resolution No. 2134
55 At 12:50 p.m., Mayor Lacher introduced discussion of draft Resolution No. 2134, *authorizing the Mayor*
56 *to execute Amendment No. 2 to the professional service agreement with Wilson Engineering, LLC for*
57 *preparation of permits to use alternative methods during construction of the Sewer Pump Station 2*
58 *Retrofit Project.* Wayne Haefele, Public Works Director, explained that the consultant has identified
59 significant cost savings by gaining approval from the State for alternative construction methods. The
60 amendment in the amount of \$5,700 modifies the current scope to include preparation of permit
61 applications. No discussion followed.

62
63 **Moved by Monin, seconded by Ghatan, to adopt Resolution No. 2134, authorizing the Mayor**
64 **to execute Amendment No. 2 to the professional service agreement with Wilson**
65 **Engineering, LLC for preparation of permits to use alternative methods during construction**
66 **of the Sewer Pump Station 2 Retrofit Project. Motion pass unanimously.**

67
68 Resolution No. 2135
69 At 12:54 p.m., Mayor Lacher introduced discussion of draft Resolution No. 2135, *authorizing the Mayor*
70 *to execute an agreement between the Town of Friday Harbor and Financial Consulting Solutions Group,*
71 *Inc., to update the 2008 Utility Rate Study.* Mayor Lacher explained that the preliminary scope of work
72 was distributed on September 17, 2015. Discussion followed regarding the limited scope and cost for
73 services for the 2008 study.

74
75 **Moved by Monin, seconded by Ghatan, to adopt Resolution No. 2135, authorizing the Mayor**
76 **to execute an agreement between the Town of Friday Harbor and Financial Consulting**
77 **Solutions Group, Inc., to update the 2008 Utility Rate Study. Motion passed unanimously.**

78
79 Resolution No. 2136
80 At 12:57 p.m., Mayor Lacher introduced discussion of draft Resolution No. 2136, *authorizing the Mayor*
81 *to revise the adopted Personnel Guidelines for Non-represented personnel.* Clerk Taylor explained that
82 the revisions incorporate all written policies since 2009 to coincide with the handbook for unrepresented
83 personnel and brings the language up to date with current employment standards. No discussion
84 followed.

85
86 **Moved by Ghatan, seconded by de Freitas, to adopt Resolution No. 2136, authorizing the**
87 **Mayor to revise the adopted Personnel Guidelines for Non-represented personnel. Motion**
88 **passed unanimously.**

89
90 2016 Town Budget
91 At 1:00 p.m., Mayor Lacher presented the preliminary 2016 Town Budget. Clerk Taylor explained the
92 format of the document. The next budget work session is scheduled on October 22, 2015. No discussion
93 was taken.

94
95 Public Works Update
96 At 1:12 p.m., Public Works Director, Wayne Haefele, presented a status report on the Marguerite Place
97 Pavement Restoration Project, and Pump Station No. 2 Retrofit Project. Discussion and inquiry followed

98 regarding pavement condition, speed limit and a stop sign at the gas station on Carter Avenue; and
99 safety of Beach Court Trail. The Council and Mayor thanked Mr. Haefele. No action was taken.

100

101 **PAYMENT OF CLAIMS AND PAYROLL**

102 Moved by Monin, seconded by Ghatan, to affirm the payment of Payroll Warrant Nos. 16600 through
103 16619; and direct deposit run in the amount of \$264,043.96 and approve the payment of Claim Warrant
104 Nos. 40855 through 40904 in the amount of \$550,744.55. Motion passed unanimously.

105

106 **APPROVAL OF MINUTES**

107 Moved by Hushebeck, seconded by de Freitas, to approve the minutes of **September 17, 2015 as**
108 **submitted**. Motion passed unanimously.

109

110 **FUTURE AND NON-AGENDA ITEMS**

111 Councilmember Monin provided an update regarding the Friday Harbor Arts Commission. The FHAC's
112 guidelines were distributed and status of the Sunken Park Mural Proposal reported.

113

114 Councilmember Starr requested that staff look into the feasibility of a disabled parking stall near Overlook
115 Park.

116

117 Councilmember Ghatan requested that Council be given a status report on the logo project.

118

119 Councilmember Hushebeck provided a report on the Islands Council Summit.

120

121 Mayor Lacher commented on Cattle Point Road.

122

123 **CITIZEN RESPONSE**

124 No citizen response was forthcoming.

125

126 **ADJOURNMENT** – Hearing no further business and no objection, Mayor Lacher adjourned the meeting
127 at 1:31 p.m. The next regular meeting is scheduled for Thursday, October 22, 2015 at 12:00 p.m.

128

129 * * * * *

130 **These minutes were approved on October 22, 2015. The original document is retained by**
131 **the Clerk in the Town Council's permanent records. Attest: Amy Taylor, Town of Friday**
132 **Harbor Clerk**