



SUMMARY OF THE MINUTES TOWN COUNCIL

Thursday, November 19, 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.

Position No. 2, Noel Monin, and Position No. 5, Barbara Starr, were absent.

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

EXCUSED ABSENCE

The Council excused the absences of Councilmembers Monin and Starr.

FLAG SALUTE

Mayor Lacher conducted the flag salute.

ANNOUNCEMENTS

No evening session was scheduled. Council attended a closed session regarding labor negotiations for the biannual collective bargaining agreement following adjournment of the meeting.

PUBLIC ACCESS TIME

Pam Steward, owner of a business located at 80 Nichols Street, requested that Town not fund removal of the driveway cut at Nichols Walk.

Kristen Daniels, Nichols Walk Condo Association, stated that the Board decided to remove the curb cut to eliminate inappropriate use and to address safety concerns.

PUBLIC HEARING

2016 Revenue Resources

At 12:20 p.m., Mayor Lacher opened the public hearing concerning revenue resources for 2016. The hearing was legislative in nature. Administrator Wilson described the Town's anticipated revenue derived from property, excise and sales tax and fees. Discussion followed regarding various sources.

At 12:23 p.m., Mayor Lacher opened the public comment portion of the hearing. Hearing none, Mayor Lacher closed the public hearing.

Ordinance No. 1579

Moved by de Freitas, seconded by Ghatan, to adopt Ordinance No. 1579, fixing and levying the amount of Ad Valorem Taxes for the Town of Friday Harbor for the year 2016. Motion passed 3-0 with Monin and Starr absent.

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2016 Town Budget

At 12:31 p.m., Mayor Lacher opened the public hearing concerning the 2016 Town Budget. The hearing was legislative in nature. Mayor Lacher opened the public comment portion of the hearing. Hearing none, Mayor Lacher closed the public hearing.

ACTION / DISCUSSION ITEM(S)

2016 Utility Charges

At 12:33 p.m., Mayor Lacher introduced ordinances for 2016 utility rate and connection charges. Administrator Wilson explained the rate structure for the water and sewer utilities. Discussion followed regarding updates to the 2008 Utility Rate Study. Sewer service rates will increase 3%. Connection and installation fees will increase by the Seattle CPI-U (1.6%) for all utilities requiring such. No action required. Adoption of the ordinances are scheduled on the December 3rd agenda.

Ordinance No. 1580

At 12:49 p.m., Mayor Lacher introduced discussion of draft Ordinance No. 1580, *amending Chapter 10.04 of the Friday Harbor Municipal Code concerning time limited parking*. Administrator Wilson explained that the ordinance creates a new 15 minute parking zone. Discussion followed regarding the benefit of short term parking for businesses.

Moved by Ghatan, seconded by de Freitas, to adopt Ordinance 1580, amending Chapter 10.04 of the Friday Harbor Municipal Code concerning time limited parking. Motion passed 3-0 with Monin and Starr absent.

Ordinance No. 1581

At 12:58 p.m., Mayor Lacher introduced discussion of draft Ordinance No. 1581, *assuming the rights and powers of the Friday Harbor Transport Benefit District*. Administrator Wilson referred to the public hearing regarding assumption. No discussion followed.

Moved by Hushebeck, seconded by de Freitas, to adopt Ordinance 1581, assuming the rights and powers of the Friday Harbor Transport Benefit District. Motion passed 3-0 with Monin and Starr absent.

Resolution No. 2151

At 1:03 p.m., Mayor Lacher introduced draft Resolution No. 2151, *authorizing the Mayor to execute an agreement for design of the Spring Street Pocket Park*. Administrator Wilson presented an agreement with the Philbin Group based on the proposal submitted. Discussion followed regarding the timeframe of the project.

Moved by de Freitas, seconded by Ghatan, to adopt Resolution No. 2151, authorizing the Mayor to execute an agreement with the Philbin Group for design of the Spring Street Pocket Park. Motion passed 3-0 with Monin and Starr absent.

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Resolution No. 2152

At 1:05 p.m., Mayor Lacher introduced draft Resolution No. 2152, *adopting the Post Closure Assurance Report for the Friday Harbor Landfill*. Administrator Wilson explained that purpose of the report is to accurately demonstrate spend-down of the Landfill Closure Fund. No discussion followed.

Moved by Ghatan, seconded by de Freitas, to adopt the Post Closure Assurance Report for the Friday Harbor Landfill. Motion passed 3-0 with Monin and Starr absent.

Resolution No. 2153

At 1:10 p.m., Mayor Lacher introduced discussion of draft Resolution No. 2153, *authorizing the Mayor to execute a contract with Energy Systems for maintenance of Town generators*. Administrator Wilson explained the particulars of the agreement. Discussion followed regarding whether to seek a bid for services.

Moved by de Freitas, seconded by Ghatan, to adopt Resolution No. 2153, authorizing the Mayor to execute a contract with Energy Systems for maintenance of Town generators. Motion passed 3-0 with Monin and Starr absent.

ADMINISTRATOR REPORT

At 1:16 p.m., Administrator Wilson provided updates on the following:

- **Resolution No. 2154 – Moved by Hushebeck, seconded by Monin, to authorize the Mayor to execute an amendment to the contract with the engineering firm of Gray & Osborne, Inc. for design of improvements on a portion of Tucker Avenue from Guard Street to Harbor Street. Motion passed 3-0 with Monin and Starr absent.**
- Comprehensive Sewer System Plan – Public Works Director, Wayne Haeefe, presented a flow sheet explaining the processes for sewer treatment. Mr. Haeefe described several projects and needs for the plant, including fixing infiltration issues. Discussion followed. **Council consensus to earmark funding in the 2016 Budget and develop an RFP for a new Comprehensive Sewer System Plan.**
- Zylstra Lake – Staff will present information regarding the value of the water rights to determine whether to become a donor to the Land Bank’s acquisition.
- Fire Services Agreement – Town and District are in consensus that the agreement should be extended five years based upon the current structure. A new interlocal agreement will be presented for consideration.
- Telemetry Agreement – Town will present an agreement on December 3rd to adjust the radio infrastructure located at the Hillview Terrace Water Tank.
- Tree Lighting Ceremony – Staff periodically checks the tree to make sure the lighting is functioning correctly. The new GFIs seem to have corrected the issues stemming from being exposed to poor weather.
- Tourism Master Plan – Stakeholders met at Town Hall to discuss the County Tourism Master Plan.
- Town Hall Phone System – The new phone system has been installed.

PAYMENT OF CLAIMS

Moved by Ghatan, seconded by de Freitas, to approve the payment of Claim Warrant Nos. 41019 through 41064 in the amount of \$126,891.71. Motion passed 3-0 with Monin and Starr absent.

MINUTES

Moved by Hushebeck, seconded by Ghatan, to adopt the minutes of November 5, 2015 as presented. Motion passed 3-0 with Monin and Starr absent.

140 **FUTURE AGENDA ITEM(S)**
141 Councilmember Ghatan asked when the concrete patch on Blair Avenue would be sealed.
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143 Mayor Lacher requested that the emergency preparedness plan be updated and presented.
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145 **CITIZEN RESPONSE**
146 No citizen response was forthcoming.
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148 **ADJOURNMENT** – Hearing no further business and no objection, Mayor Lacher adjourned the meeting
149 at 2:26 p.m. The next regular meeting is scheduled for Thursday, December 3, 2015 at 11:30 p.m.
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152 **These minutes were approved on December 3, 2015. The original document is retained by**
153 **the Clerk in the Town Council’s permanent records. Attest: Amy Taylor, Town of Friday**
154 **Harbor Clerk**