



SUMMARY OF THE MINUTES TOWN COUNCIL

Thursday, April 21, 2016 – Council Chambers – Afternoon Session

CALL TO ORDER

Mayor Pro-tem Hushebeck 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: Treasurer, Kelle' Wilson; Town Administrator, Duncan Wilson; and Clerk, Amy Taylor.

Mayor, Carrie Lacher; Position No. 2, Noel Monin; and Position No. 5, Barbara Starr; were absent.

EXCUSED ABSENCE

Council unanimously excused the absence of Councilmembers Monin and Starr.

FLAG SALUTE

Mayor Pro-tem Hushebeck conducted the flag salute.

ANNOUNCEMENTS/SCHEDULE CHANGES

No evening meeting was scheduled.

Proclamation – Ehlers-Danlos Syndrome (EDS)

Mayor Pro-tem Hushebeck proclaimed May 2016 as Ehlers-Danlos Syndrome Awareness Month in the Town of Friday Harbor. The proclamation brings awareness to the Washingtonians who struggle through each day coping with the effects of the EDS. Dani Davis-Robeson accepted the proclamation.

PUBLIC ACCESS TIME

Marilyn O'Connor, Port Director and Mike Ahrenius, Port Commissioner provided a construction update on the Spring Street Landing building (Downriggers). Ms. O'Connor invited the Town Council to comment on the color palettes selected. Ms. O'Connor requested that Town select a façade for the Spring Street bulkhead that is complimentary to Spring Street Landing. The Council thanked the Port for its extensive public participation process.

Officer Tom Barnes, local Customs & Border Protection, thanked the Council for their previous invitation and provided additional background information on the agency. Officer Barnes described the difference between the "Border Protection" and "Border Patrol" agencies. The Council thanked Officer Barnes.

DEPARTMENT REPORTS

SJI EMS

At 12:20 p.m., SJI EMS Chief Jerry Martin, provided an update on current events for the district. Chief Martin discussed the upcoming ballot levy, split from airlift northwest, union mediations, injury prevention programs and blanket ATG investigation into Medicare fraud. Discussion followed regarding the upcoming levy request and EMS budget. The Council thanked Chief Martin.

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Public Works

At 12:32 p.m., Public Works Director Wayne Haefele, provided construction updates on various projects. Projects included: Spring Street Phase 3, Chlorine Generator, Trout Lake Dam repair, and Curb Inlet project. Director Haefele complimented the Town Crews for their diligent work and reported that the Water Department will receive an award by the State for water quality. The Council thanked Director Haefele.

ACTION AND DISCUSSION ITEMS

Resolution No. 2193

At 12:50 p.m., Mayor Pro-tem Hushebeck introduced discussion of draft Resolution No. 2193 concerning the bid for the Water Transmission Line Replacement Project. Administrator Wilson explained that four bids were received. All bids were below the engineer’s estimate for the project. Interwest Construction submitted the low responsive bid of \$3,363,353.15. No discussion followed.

Moved by Ghatan, seconded by de Freitas, to adopt Resolution No. 2193, awarding the bid and authorizing the Mayor to execute construction documents for the Water Transmission Line Replacement Project. Motion passed 3-0 with Monin and Starr absent.

Resolution No. 2189

At 12:59 p.m., Mayor Pro-tem Hushebeck introduced discussion of draft Resolution No. 2189 concerning construction management services for Tucker Avenue Reconstruction – Phase 1. Administrator Wilson explained that the agreement is a culmination of activities to facilitate the project. The supplemental agreement with Gray & Osborne, project engineers, is in the amount of \$214,120. No discussion followed.

Moved by de Freitas, seconded by Ghatan, to adopt Resolution No. 2189, authorizing the Mayor to execute Supplemental Agreement No. 2 with Gray & Osborne Engineering for construction management services on the Tucker Avenue Reconstruction Project – Phase 1. Motion passed 3-0 with Monin and Starr absent.

Resolution No. 2190

At 1:01 p.m., Mayor Pro-tem Hushebeck introduced discussion of draft Resolution No. 2190 concerning a policy for right-of-way acquisition. Administrator Wilson explained that Town requires a specific policy for ROW acquisition because it is using federal funding for public works projects. The policy meets WSDOT guidelines when acquiring real estate in accordance with the Uniform Relocation Assistance and Real Property Acquisition Policies Act and applicable federal regulations. No discussion followed.

Moved by de Freitas, seconded by Ghatan, to adopt Resolution No. 2190, adopting a policy regarding right-of-way acquisition. Motion passed 3-0 with Monin and Starr absent.

Resolution No. 2191

At 1:04 p.m., Mayor Pro-tem Hushebeck introduced discussion of draft Resolution No. 2191 concerning the Spring Street Pocket Park design. Administrator Wilson explained that Town requires additional professional services required to design specifications for a metal wall at the park. The Philbin Group has offered an addendum in the amount of \$862.50. No discussion followed.

Moved by Ghatan, seconded by de Freitas, to adopt Resolution No. 2191, authorizing the Mayor to execute an addendum with The Philbin Group for the Spring Street Pocket Park. Motion passed 3-0 with Monin and Starr absent.

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96 Resolution No. 2192

97 At 1:07 p.m., Mayor Pro-tem Hushebeck introduced discussion of draft Resolution No. 2192 concerning sculpture
98 for the Spring Street Pocket Park. Administrator Wilson explained that Tom Small, the Artist, has offered an
99 agreement in the amount of \$14,000 to commission and install the sculpture seating in the park. Discussion
100 followed regarding the budget for the project.

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102 **Moved by de Freitas, seconded by Ghatan, to adopt Resolution No. 2192, authorizing the Mayor to execute an**
103 **agreement with Tom Small to provide sculpture for the Spring Street Pocket Park. Motion passed 3-0 with**
104 **Monin and Starr absent.**

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106 FFCOL – Maypole Meadows

107 At 1:01 p.m., Mayor Pro-tem Hushebeck introduced discussion of draft Findings of Fact, Conclusions of Law and
108 Decision for Planned Residential Development Application No. 4, Maypole Meadows by Homes for Islanders.
109 Administrator Wilson explained that the conditions noted on April 7th were incorporated onto the preliminary
110 plat. No discussion followed.

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112 **Moved by Ghatan, seconded by de Freitas, to adopt Findings of Fact, Conclusions of Law and Decision for**
113 **Planned Residential Development Application No. 4. Motion passed 3-0 with Monin and Starr absent.**

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115 **ADMINISTRATOR’S REPORT**

116 At 1:17 p.m., Administrator Wilson presented the Town Council with an update of the following:

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- 118 • Executive Session – A 10 minute session following business was announced.
- 119 • Trout Lake Dam Repair – Additional work was requested to further protect the dam. Three proposals
120 were presented, including Option 1 in the amount of \$7,500 to apply a resin top coat over the recently
121 repaired cracks. **Moved by Ghatan, seconded by de Freitas, to amend the scope of work by Equity**
122 **Builders for Trout Lake Dam repairs to include Option 1 (resin top coat) in the amount of \$7,500 plus**
123 **any markup required. Motion passed 3-0 with Monin and Starr absent.**
- 124 • Water Transmission Line Replacement Project – Town will have approximately \$650,000 to redistribute
125 toward the project now that the financing has been finalized.
- 126 • Pocket Park – **Council consensus to select the weathered Corten steel finish for the metal wall at the**
127 **Spring Street Pocket Park.**
- 128 • Tort Claim – Town received a tort claim regarding an accident at the intersection of Larsen Street and
129 Carter Avenue. The vehicle struck a recently moved stop sign. Town has made visual improvements.
- 130 • Town light fixtures – Town buildings have been retrofitted with energy efficient lighting.
- 131 • Spring Street Utility Replacement Project – A construction update was given.

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133 **PAYMENT OF CLAIMS**

134 Moved by de Freitas, seconded by Ghatan, to approve the payment of Claim Warrant Nos. 41566 through 41613
135 in the amount of \$130,166.42 and Treasurer’s Warrant Nos. 9578 through 9583 in the amount of \$52,049.98.
136 Motion passed 3-0 with Monin and Starr absent.

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138 **APPROVAL OF MINUTES**

139 Moved by Ghatan, seconded by de Freitas, to approve the minutes of **April 7, 2016 as submitted.** Motion passed
140 3-0 with Monin and Starr absent.

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142 **FUTURE AND NON-AGENDA ITEMS**

143 Councilmember Ghatan reported on the recent Friday Harbor Arts Commission meeting. The FHAC walked Tucker
144 Avenue and surrounding areas to determine possible placement of art.

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CITIZEN RESPONSE

No citizen response was forthcoming.

EXECUTIVE SESSION

At 1:46 p.m., Mayor Pro-tem Hushebeck announced that the Council would be holding an executive session regarding real estate acquisition in accordance with the provisions of RCW 42.30.110(1)(b); which was estimated to last 10 minutes. Participants: Town Council, Administrator Wilson, and Treasurer Wilson. Clerk Taylor was excused. The session ended at 1:57 p.m. for an actual session time of 11 minutes. No actions were taken.

ADJOURNMENT – Hearing no further business and no objection, Mayor Lacher adjourned the meeting at 1:57 p.m. The next regular meeting is scheduled for Thursday, May 5, 2016 at 12:00 p.m.

These minutes were approved on May 5, 2016. The original document is retained by the Clerk in the Town Council’s permanent records. Attest: Amy Taylor, Town of Friday Harbor Clerk