



## SUMMARY OF THE MINUTES TOWN COUNCIL

Thursday, June 16, 2016 – 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; 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 schedule changes for the agenda.

### PUBLIC ACCESS TIME

No public access was forthcoming.

### PUBLIC HEARING

#### Six Year Transportation Improvement Plan

At 12:01 p.m., Mayor Lacher opened the public hearing regarding the Town Six Year Transportation Improvement Plan for years 2017 through 2022. Administrator Wilson described the projects list on the draft plan.

At 12:17 p.m., Mayor Lacher opened the public testimony portion of the hearing. Hearing no comment from the audience or Council, Mayor Lacher continued the public hearing to Thursday, July 7<sup>th</sup> at 12:00 p.m. No action was taken.

### ACTION AND DISCUSSION ITEMS

#### Resolution No. 2202

At 12:18 p.m., Mayor Lacher introduced discussion of draft Resolution No. 2202 regarding the Spring Street Utility Replacement Project. Public Works Director, Wayne Haefele, explained that Change Order No. 5 includes changes to upsize the water system and Change Order No. 6 reconciles the remaining line items for the project. Discussion followed regarding the materials used and overall costs for the project.

**Moved by Ghatan, seconded by Starr, to adopt Resolution No. 2202, authorizing the Mayor to execute Change Order Nos. 5 & 6 to the agreement with Mike Carlson Enterprises, Inc. for the Spring Street Utility (Water & Sewer) Replacement Project, Phase 3. Motion passed unanimously.**

#### Resolution No. 2203

At 12:24 p.m., Mayor Lacher introduced discussion of draft Resolution No. 2203 regarding the Spring Street Utility Replacement Project. Administrator Wilson explained the work has been completed and recommended for acceptance. No discussion followed.

47 **Moved by Starr, seconded by Ghatan, to adopt Resolution No. 2203, accepting the Spring Street Utility**  
48 **Replacement Project. Motion passed unanimously.**

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50 Resolution No. 2204

51 At 12:26 p.m., Mayor Lacher introduced discussion of draft Resolution No. 2204 regarding the Tucker Avenue  
52 Reconstruction Project. Public Works Director, Wayne Haeefe explained that the Contractor found significant  
53 damage to the stormwater utility. Town deemed it appropriate to fix the issues while the street was opened for  
54 other utility repairs. Change Order No. 1 provides for that additional work. Discussion followed regarding the  
55 stormwater discharge route.

56  
57 **Moved by de Freitas, seconded by Monin, to approve Resolution No. 2204, authorizing the Mayor to execute**  
58 **Change Order No. 1 to the agreement with Mike Carlson Enterprises, Inc. for the Tucker Avenue**  
59 **Reconstruction Project, Phase 1. Motion passed unanimously.**

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61 **ADMINISTRATOR’S REPORT**

62 At 12:32 p.m., Administrator Wilson presented the Town Council with an update of the following:

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- 65 • Disaster Preparedness – Department of Emergency Management met with the Town to discuss disaster  
66 preparedness. Town will focus on updating its Water Plan to address freshwater needs during an  
67 emergency such as earthquake. Discussion followed regarding the quality of the new water transition  
68 main.
  - 69 • Logo – Town received proposal in the amount of \$7,500 from Rusty George Creative for completing the  
70 logo project. Discussion followed regarding the scope of work. **Moved by Ghatan, seconded by Starr, to**  
71 **authorize the Mayor execute an agreement with Rusty George Creative for completion of the Town**  
72 **logo.**
  - 73 • Letter of Support – The San Juan Preservation Trust requested a letter of support for a recreational grant  
74 to assist in opening Zylstra Lake to the public from swimming and non-motorized boating. Discussion  
75 followed regarding the need for more family oriented access to fresh water. **Council consensus to sign**  
76 **the letter of support.**
  - 77 • Spring Street School ROW – The Town hired Star Surveying to examine the right-of-way. The tree is  
78 currently damaging the sidewalk.
  - 79 • Town Benches – The metal benches by Cask Schooner need repair or replacement. **Council consensus to**  
80 **replace the benches without memorial plaques.**
  - 81 • Energy Efficiency Grant – Town received an energy efficiency grant to replace the current street light bulbs  
82 with LED lighting. Discussion followed regarding cost.
  - 83 • Resolution No. 2205 - Town will be eliminating approximately eight parking spaces fronting the Sandpiper  
84 Apartments located at 250 Tucker Avenue. Granting a license agreement will allow the Sandpiper  
85 Condominium Owners Association to park on their portion of unopened right of way on Martin Street.  
86 **Moved by Hushebeck, seconded by de Freitas, to authorize the Town Administrator to execute a license**  
87 **agreement with the Sandpiper Condominium Owners Association for conditional private use of a**  
88 **portion of the Martin Street public right of way. Motion passed unanimously.**
  - 89 • Spring Street Pocket Park – Town issued a request for proposals to manufacture the steel wall to be  
90 located in the park. Proposals are due July 6, 2016.
  - 91 • Nichols/A Street – Discussion followed regarding improvements to the sidewalk. The designs will be  
92 included in design of Web and Nichols Street improvements.

93 **PAYMENT OF CLAIMS**

94 Moved by Monin, seconded by Ghatan, to approve the payment of Claim Warrant Nos. 41769 through 41828 in  
95 the amount of \$226,329.61; Treasurer’s Check Nos. 9588 through 9603 and automatic deposit in the amount of  
96 \$507,813.62 for May 2016; and approve a pre-write warrant amount of \$51,034.18 for distribution of funds

97 between Mike Carlson Enterprises, Inc. and the Spring Street Utility Replacement Project retainage account.  
98 Motion passed unanimously.

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100 **APPROVAL OF MINUTES**  
101 Moved by Ghatan, seconded by de Freitas, to approve the minutes of June 2, 2016 as submitted. Motion passed  
102 unanimously.

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104 **FUTURE AND NON-AGENDA ITEMS**  
105 Mayor Lacher requested that the Memorial Bench Program be added to a future agenda.

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107 Mayor Lacher commented that latest projections from the Board of Health estimate that the senior population  
108 will be increased by 70%.

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110 Councilmember Ghatan commented that the FHAC may suggest revisions to the mural policy. Councilmember  
111 Ghatan provided an update for the Bennett mural application.

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113 Administrator Wilson provided an update on the Parade. Traci Wilson is the coordinator for 2016.

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115 **CITIZEN RESPONSE**  
116 No citizen response was forthcoming.

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118 **ADJOURNMENT** – Hearing no further business and no objection, Mayor Lacher adjourned the meeting at 1:49p.m.  
119 The next regular meeting is scheduled for Thursday, July 7, 2016 at 12:00 p.m.

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121 \* \* \* \* \*  
122 **These minutes were approved on July 7, 2016. The original document is retained by the Clerk in the Town**  
123 **Council’s permanent records. Attest: Amy Taylor, Town of Friday Harbor Clerk**