



SUMMARY OF THE MINUTES TOWN COUNCIL

Thursday, August 4, 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. No evening meeting is scheduled.

PUBLIC ACCESS TIME

No public access was forthcoming.

ACTION AND DISCUSSION ITEMS

Finding of Fact – SSDP No. 100

At 12:02 p.m., Mayor Lacher introduced discussion of Findings of Fact, Conclusions of Law and Decision for Shoreline Substantial Development Permit No. 100. The Council held a public hearing on July 21, 2016 to consider the proposal from the Friday Harbor House to expand and enhance the outdoor patio area and to construct a new deck. Land Use Administrator, Mike Bertrand stated that the FFCOL is a confirmation of the Council's decision. No discussion followed.

Moved by Ghatan, seconded by de Freitas, to adopt Findings of Fact, Conclusions of Law and Decision; and approve Shoreline Substantial Development Permit No. 100. Motion passed unanimously.

SJC Update

At 12:04 p.m., SJC Councilman, Bob Jarman, provided an update on issues of mutual concern. Topics included general announcements and the Turn Point to Pear Point Connector Road. Discussion followed about the Point-to-Point Connector Road and Tucker Avenue Project. Administrator Wilson thanked the County for their cooperation with the Water Transmission Line Replacement Project. Mayor Lacher commented on Phase 2 for Tucker Avenue. The Council and Mayor thanked Mr. Jarman and County departments.

SJI Chamber of Commerce

At 12:13 p.m., Mayor Lacher introduced SJI Chamber Director, Becky Day, to provide an update. Ms. Day reported on operations at the center, statistics for visitors, recent events, business support and upcoming projects. No discussion followed. The Council and Mayor thanked Ms. Day.

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Public Works Update

At 12:25 p.m., Mayor Lacher introduced Public Works Director, Wayne Haefele, to provide an update on public works projects. Mr. Haefele reported on general projects and day-to-day activities of the Town Crew, engineering for the Spring Street Pocket Park; upcoming improvements for MacDonald/Martin/Jensen drainage and roadbed improvements, 327 Water Zone Improvements, updates to WWTP Facility System Plan, and Water Transmission Line Replacement Project. No discussion followed. The Council and Mayor thanked Mr. Haefele.

Resolution No. 2214

At 12:41 p.m., Mayor Lacher introduced discussion of draft Resolution No. 2214 concerning the annual Touch-a-Truck event. Administrator Wilson explained this annual event will take place in October. No discussion followed.

Moved by Starr, seconded by Monin, to adopt Resolution No. 2214, execute an interlocal agreement with San Juan Island Park and Recreation District for participation in the annual “Touch a Truck” event. Motion passed unanimously.

Resolution No. 2216

At 12:41 p.m., Mayor Lacher introduced discussion of draft Resolution No. 2216 concerning purchase of motor fuels. Clerk Taylor explained that the lowest responsive bidder, Petro San Juan, offered a bid of \$0.18 markup over cost for the purchase of fuel for the 2016/2017 year. No discussion followed.

Moved by Monin, seconded by de Freitas, to adopt Resolution No. 2216, authorizing the Mayor to accept a proposal from, and execute a purchase agreement with, Petro San Juan to provide motor fuels to the Town of Friday Harbor from August 1, 2016 through July 31, 2017. Motion passed unanimously.

Ordinance No. 1601

At 12:43 p.m., Mayor Lacher introduced discussion of draft Ordinance No. 1601 concerning budget amendments. The public hearing to consider amendments was held July 21, 2016. No discussion followed.

Moved by Hushebeck, seconded by de Freitas, to adopt Ordinance No. 1601, adopting amendments to the 2016 Town Budget. Motion passed unanimously.

ADMINISTRATOR’S REPORT

At 12:44 p.m., Administrator Wilson presented the Town Council with an update of the following:

- Trout Lake – The reservoir level is 26 inches below the dam spillway.
- Trout Lake Dam – The concrete repairs continue to be satisfactory. Town will eventually patch the leakage from its sides where the dam meets the rock face.
- Visitors Bureau – Staff is meeting with the Visitors Bureau to discuss reimbursable expenses. Town is no longer allowed to reimburse for “travel hosting.”
- FH Sports Fields –**Moved by de Freitas, seconded by Starr, to allocate \$30,000 from the 2016 Town Budget to supplement Island Recs budget to finish construction of the playgrounds at the Friday Harbor Sports Fields. Motion passed unanimously.**
- Street projects – Town identified several sidewalk projects that may be eligible for TIB grant funding. Discussion followed regarding need for parking on the Nichols Sidewalk Project. **Council consensus to apply for the project without parking.** Discussion followed concerning removal of the trees bordering the Lot B.
- 2017 Budget/Capital Projects – Projects include: Water Transmission Line Replacement - Phase 2, Tucker Avenue Reconstruction - Phase 2, Marguerite Place - Phase 2, Water Treatment Plant Tanks, and Park Street Sewer Line. Mayor Lacher requested that we include the social media or website achieving during budget discussions.

- 95 • Water Transmission Line Replacement Project – The first reimbursement request was submitted to USDA.
- 96 • WSF meeting – Discussion topics were reviewed for the upcoming meeting.
- 97 • 2017 Budget requests – Mayor Lacher asked about the status of Town Hall renovations. Council consensus
- 98 to begin the RFQ process to select an architect to engineer renovations.
- 99 • Town Logo – Rusty George Creative will present the first round of designs on August 26th.

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101 **PAYMENT OF CLAIMS**

102 Moved by Monin, seconded by Ghatan, to affirm the payment of Payroll Warrant Nos. 16751 through 16762 and
103 7/29/16 Direct Deposit Run in the amount of \$273,857.82; and approve the payment of Claim Warrant Nos. 41943
104 through 41943 in the amount of \$123,840.94. Motion passed unanimously.

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106 **APPROVAL OF MINUTES**

107 Moved by Ghatan, seconded by de Freitas, to approve the minutes of **July 21, 2016 as amended**. Councilmember
108 Starr requested that a reference a certain be stricken from the minutes. Motion passed unanimously.

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110 **FUTURE AND NON-AGENDA ITEMS**

111 Councilmember Ghatan requested that the Council begin thinking about locations to place sculpture. The FHAC
112 will begin their process to identify public locations for sculpture and other art.

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114 Councilmember Monin requested that maintenance trim back the blackberries bramble at the Carter Avenue and
115 Larsen Street intersection.

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117 **CITIZEN RESPONSE**

118 No citizen response was forthcoming.

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120 **ADJOURNMENT** – Hearing no further business and no objection, Mayor Lacher adjourned the meeting at 1:55
121 p.m. The next regular meeting is scheduled for Thursday, August 18, 2016 at 12:00 p.m.

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124 **These minutes were approved on August 18, 2016. The original document is retained by the Clerk in the Town**
125 **Council’s permanent records. Attest: Amy Taylor, Town of Friday Harbor Clerk**