



SUMMARY OF THE MINUTES TOWN COUNCIL

Thursday, March 15, 2018 – Council Chambers – Afternoon Session

CALL TO ORDER

Mayor Ghatan 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, Tim Daniels and Position No. 5, Barbara Starr.

Others Present: Mayor, Farhad Ghatan; Treasurer, Kelle' Wilson; and Town Administrator, Duncan Wilson. Clerk, Amy Taylor was absent.

FLAG SALUTE

Mayor Ghatan conducted the flag salute.

PUBLIC ACCESS TIME

No public access was forthcoming.

ACTION AND DISCUSSION ITEMS

SJC Update

At 12:03 p.m., SJC Councilman Bill Watson provided an update on issues of mutual concern. No action was taken.

Public Works Update

At 12:12 p.m., Public Works Director, Wayne Haefele, provided an update on current and upcoming projects. No action was taken.

Resolution No. 2364

At 12:55 p.m., Mayor Ghatan introduced discussion of draft Resolution No. 2364 regarding Franck Street Sewer Improvements. Town directed the Contractor to perform repairs to a portion of the alignment as an addendum to the project. Change Order No. 1 is in the amount of \$83,514.16. Discussion followed regarding the patching of pavement.

Moved by Monin, seconded by Starr, to adopt Resolution No. 2364, authorizing the Mayor to execute Change Order No. 1 to the agreement with Mike Carlson Enterprises, Inc. for installation of manholes on Franck Street. Motion passed unanimously.

Resolution No. 2365

At 1:05 p.m., Mayor Ghatan introduced discussion of draft Resolution No. 2365 accepting a quit claim deed. Administrator Wilson explained that right of way was dedicated by Art Timmons for the Web Street Improvement Project. No discussion followed.

Moved by Starr, seconded by de Freitas, to adopt Resolution No. 2365, accepting a Quit Claim Deed from Churchill Beacon, LLC for public right-of-way. Motion passed unanimously.

Joint Meeting

At 1:09 p.m., Mayor Ghatan introduced discussion regarding a joint meeting with the SJC Council. Discussion followed regarding possible dates. **Council consensus to meet Tuesday, July 17, 2018 at 1:00, if available.**

Sick Leave Policies

At 1:13 p.m., Mayor Ghatan introduced discussion of policies regarding sick leave. Administrator Wilson explained that State law is mandating new sick leave policies. Discussion followed regarding current practices. No action was taken.

Appearance of Fairness Doctrine

At 1:18 p.m., Mayor Ghatan introduced discussion of the Appearance of Fairness Doctrine and quasis-judicial hearings. Administrator Wilson discussed the doctrine and what would be appropriate conduct and actions by the Council. Discussion followed regarding potential conflicts of interest. No action was taken.

ADMINISTRATOR’S REPORT

At 1:37 p.m., Administrator Wilson presented the Town Council with an update of the following:

- Department of Revenue – Treasurer Wilson requested a pre-write to pay excise taxes in the amount of \$20,000 to \$25,000. Council consensus to approve the pre-write.
- Employee Evaluations – Council discussed the procedure for annual staff evaluations.
- FOG Program – Town met with the Consultant to discuss beginning steps for the program.
- Spring Street Round About – **Moved by Monin, seconded by Hushebeck, to award the bid to Kamps Painting for installation of the mini-painted roundabout. Motion passed unanimously.**
- Trout Lake Dam Seismic Study – **Moved by Monin, seconded by de Freitas, to approve the expenditure of \$8,000 to AE Coms, to perform a seismic study at the Trout Lake Dam. Motion passed unanimously.**
- Sunshine Alley Restrooms – HKP Architects is recommended for design of the Sunshine Alley Restroom remodel.
- Water Transmission Line – The project is complete and Town is working with KeyBank and USDA to close the loan.
- Street Sweeper – The Street Department will be purchasing a new street sweeper.
- 6 Year TIP – A public hearing is scheduled on April 5th to amend the plan to include Marguerite Street Improvements.

PAYMENT OF CLAIMS

Moved by Monin, seconded by de Freitas, to approve the payment of Claim Warrant Nos. XXXXX through XXXXX in the amount of \$_____. Motion passed unanimously.

APPROVAL OF MINUTES

Moved by de Freitas, seconded by Starr, to approve the minutes of **March 1, 2018 as submitted.** Motion passed unanimously.

FUTURE AND NON-AGENDA ITEMS

Mayor Ghatan reported on the ribbon cutting ceremony at the General Store.

Councilmember Starr suggested having a proclamation in honor of Joyce Sobel, who recently passed away.

CITIZEN RESPONSE

No citizen response was forthcoming.

ADJOURNMENT – Hearing no further business and no objection, Mayor Ghatan adjourned the meeting at 2:02 p.m. The next regular meeting is scheduled for Thursday, March 15, 2018 at 5:30 p.m.

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