



## SUMMARY OF THE MINUTES TOWN COUNCIL

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**Thursday, April 5, 2018 – Council Chambers – Afternoon Session**

### CALL TO ORDER

Mayor Ghatan called the regular session of the Town Council to order at 12:00/5:30 p.m.

### ROLL CALL

Councilmembers: Position No. 2, Noel Monin; Position No. 3, Anna Maria de Freitas; Position No. 4, Tim Daniels and Position No. 5, Barbara Starr. Position No. 1, Steve Hushebeck, was absent.

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

### EXCUSED ABSENCE

Council unanimously excused the absence of Councilmember Hushebeck.

### FLAG SALUTE

Mayor Ghatan conducted the flag salute.

### PUBLIC ACCESS TIME

No public access was forthcoming.

### ACTION AND DISCUSSION ITEMS

#### Proclamation – Arbor Day

At 12:01 p.m., Mayor Ghatan proclaimed April 5<sup>th</sup> Arbor Day in the Town of Friday Harbor.

#### Tree City USA

At 12:05 p.m., Mayor Ghatan accepted the 2018 Tree City USA designation from the Arbor Day Foundation. Ben Thompson, DNR representative, spoke about the program.

#### Employee Award

At 12:09 p.m., Mayor Ghatan presented Sarena Schumacher with an employee award for her 5<sup>th</sup> year of service to the Town.

#### Six Year Transportation Improvement Plan

At 12:11 p.m., Mayor Ghatan opened the public hearing regarding amendment to the Town Six Year Transportation Improvement Plan for years 2018 through 2023. Administrator Wilson explained that the purpose of the hearing was to add improvements to Marguerite Place for the purpose of seeking grant funding.

No discussion followed from the Council.

At 12:12 p.m., Mayor Ghatan opened the public testimony portion of the hearing. Hearing no comment from the audience or Council, Mayor Ghatan closed the public hearing.

#### Resolution No. 2366

**Moved by de Freitas, seconded by Starr, to adopt Resolution No. 2366, amending the Six Year Transportation Improvement Plan for years 2018 through 2023. Motion passed 4-0 with Hushebeck absent.**

#### Economic Development Council

At 12:14 p.m., Mayor Ghatan introduced Victoria Compton, EDC Director, updated the Council on local employment statistics, trades program, 2018 goals and initiatives. Discussion followed regarding the upcoming trades courses. The Council thanked Ms. Compton.

#### SJC Update

At 12:30 p.m., SJC Councilmember Bill Watson and County Administrator Mike Thomas updated the Council on issues of mutual concern.

#### Street Maintenance

At 12:45 p.m., Mayor Ghatan introduced discussion to regarding pavement sealing for cracks developing on Guard Street, Spring Street and Marguerite Place. Pedro Mena, Town EIT, described the areas, process and presented a cost proposal. Discussion followed. Council consensus to develop a scope of work for consideration.

#### Resolution No. 2367

At 12:48 pm, Mayor Ghatan introduced discussion of Resolution No. 2367 regarding the University Road Emergency Sewer Replacement Project. Administrator Wilson explained that the resolution reconciles charges for the project. No discussion followed.

**Moved and seconded to adopt Resolution No. 2367, authorizing the Mayor to execute Change Order No. 1 to the agreement with Mike Carlson Enterprises, Inc. for the University Road Emergency Sewer Replacement Project. Motion passed 4-0 with Hushebeck absent.**

#### Resolution No. 2368

At 12:50 p.m., Mayor Ghatan introduced discussion of Resolution No. 2368 regarding University Road Emergency Sewer Replacement Project. Administrator Wilson explained that the project is complete. No discussion followed.

**Moved and seconded to adopt Resolution No. 2368, accepting the University Road Emergency Sewer Replacement Project. Motion passed 4-0 with Hushebeck absent.**

#### Resolution No. 2369

At 12:52 p.m., Mayor Ghatan introduced discussion of Resolution No. 2369 regarding Franck Street Sewer Manhole Project. Administrator Wilson explained that the project is complete. No discussion followed.

**Moved and seconded to adopt Resolution No. 2369, accepting the Franck Street Sewer Manhole Project. Motion passed 4-0 with Hushebeck absent.**

#### Resolution No. 2370

At 12:59 p.m., Mayor Ghatan introduced discussion of Resolution No. 2370 regarding financing for improvements to the Wastewater Treatment Plant. Administrator Wilson explained that the USDA has offered preliminary loan status for design, purchase and installation of a tertiary filter and design and reconstruction of the headworks at the WWTP. The loan resolution establishes conditions for the financing. No discussion followed.

**Moved and seconded to adopt Resolution No. 2370, authorizing the Mayor to execute a “loan resolution” with the USDA for preliminary loan status. Motion passed 4-0 with Hushebeck absent.**

Resolution No. 2371

At 1:10 p.m., Mayor Ghatan introduced discussion of Resolution No. 2371 regarding the painted roundabout. Administrator Wilson explained that Kamps Painting was selected for installation. No discussion followed.

**Moved and seconded to adopt Resolution No. 2371, authorizing the Mayor to execute a contract with Kamps Painting Company, Inc. for installation of a mini painted roundabout located at the Spring Street and Argyle Avenue intersection. Motion passed 4-0 with Hushebeck absent.**

Resolution No. 2372

At 1:15 p.m., Mayor Ghatan introduced discussion of Resolution No. 2372 regarding a policy for use of public works equipment. The policy establishes rental rates and allowable uses. No discussion followed.

**Moved and seconded to adopt Resolution No. 2372 adopting a usage policy and rental rates for Town public works equipment. Motion passed 4-0 with Hushebeck absent.**

**ADMINISTRATOR’S REPORT**

**PAYMENT OF CLAIMS**

Moved and seconded to approve the payment of Claim Warrants. Motion passed 4-0 with Hushebeck absent.

**FUTURE AND NON-AGENDA ITEMS**

No future agenda items were forthcoming.

**CITIZEN RESPONSE**

No citizen response was forthcoming.

**ADJOURNMENT** – Hearing no further business and no objection, Mayor Ghatan adjourned the meeting at 2:00 p.m. The next regular meeting is scheduled for Thursday, April 5, 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