



SUMMARY OF THE MINUTES TOWN COUNCIL

Thursday, December 20, 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: Steve Hushebeck (Position No. 1), Noel Monin (Position No. 2), Anna Maria de Freitas (Position No. 3) and Tim Daniels (Position No. 4). Barbara Starr (Position No. 5) was absent.

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

FLAG SALUTE

Mayor Ghatan conducted the flag salute.

EXCUSED ABSENCE

Council unanimously excused the absence of Councilmember Starr.

FLAG SALUTE

Mayor Ghatan conducted the flag salute.

ANNOUNCEMENTS/SCHEDULE CHANGES

Mayor Ghatan introduced Debra Lekanoff, Washington State Representative 40th District Representative. Representative Lekanoff addressed the Council and listed legislative priorities for 2019. The Council introduced themselves and thanked Ms. Lekanoff for visiting Friday Harbor.

PUBLIC ACCESS TIME

No public access was forthcoming.

ACTION AND DISCUSSION ITEMS

Committee Appointment

At 12:12 p.m., Mayor Ghatan requested that the Council affirm the appointment of Donald Torkington to the Town Planning Commission. Mr. Torkington described his qualifications and eagerness to serve. No discussion followed. Following the motion, Mayor Ghatan requested that the Town look at the structure and responsibilities of the Planning Commission.

Moved by de Freitas, seconded by Hushebeck, to affirm the appointment of Donald Torkington to the Town Planning Commission. Motion passed 4-0 with Starr absent.

Ordinance No. 1656

At 12:20 p.m., Mayor Ghatan introduced discussion of Ordinance No. 1656 concerning adoption of supplemental fire suppression code. Administrator Wilson explained that developable areas exist within Town of Friday Harbor that fire flow does not meet the requirements in the Friday Harbor Water System Plan 2013 Update. WAC 51-54A-0507 Exception 2 allows communities in rural and suburban areas in which adequate and reliable water supply systems do not exist, to authorize the fire code official to utilize NFPA 1142. The supplemental code would allow installation of private tanks to supplement fire flow. Discussion followed regarding the standards and compatibility with District 3 policies and equipment.

Council consensus to postpone adoption of Ordinance No. 1656 for further information .

Ordinance No. 1657

At 12:29 p.m., Mayor Ghatan introduced discussion of Ordinance No. 1657 concerning the Town Business Licensing Program. Clerk Taylor requested that the Ordinance be postponed until a later date. No action was taken.

Resolution No. 2429

At 12:32 p.m., Mayor Ghatan introduced discussion of Resolution No. 2429 concerning the SJC/TFH Natural Hazard Mitigation Plan. The Council was presented the Plan on December 6, 2018. No discussion followed.

Moved by Monin, seconded by de Freitas, to adopt Resolution No. 2429, adopting the SJC/TFH Natural Hazard Mitigation Plan. Motion passed 4-0 with Starr absent.

Resolution No. 2430

At 12:34 p.m., Mayor Ghatan introduced discussion of Resolution No. 2430 concerning the proposed GIS Needs Assessment. Administrator Wilson explained that the revised proposal addresses prior questions from the Council on December 6, 2018. No discussion followed.

Moved by de Freitas, seconded by Hushebeck, to adopt Resolution No. 2430, authorizing the Mayor to execute a contract with NW GIS Consulting for development of a GIS Needs Assessment. Motion passed 4-0 with Starr absent.

Resolution No. 2431

At 12:41 p.m., Mayor Ghatan introduced discussion of Resolution No. 2431 concerning the 327' Zone Water Booster Station Improvement Project. Administrator Wilson explained that the Project Engineer recommends award for construction to Equity Builders. Discussion followed regarding the areas that will be served by improvements.

Moved by Daniels, seconded by Hushebeck, to adopt Resolution No. 2431, awarding the bid and authorizing the Mayor to execute a contract for the construction of the Water 327' Zone Booster Station Improvement Project to Equity Builders, LLC. Motion passed 4-0 with Starr absent.

Resolution No. 2432

At 12:46 p.m., Mayor Ghatan introduced discussion of Resolution No. 2432 concerning the ADA Ramp Project. Administrator Wilson and Capital Project Manager, Pedro Mena explained that Change Order No. 1 reconciles the Project. No discussion followed.

Moved by Hushebeck, seconded by de Freitas, to adopt Resolution No. 2432, authorizing the Mayor to execute Change Order No. 1 for the ADA Ramp Project. Motion passed 4-0 with Starr absent.

PUBLIC HEARING

2018 Town Budget Amendments

At 12:51 p.m., Mayor Ghatan opened the public hearing concerning 2018 Town Budget amendments. Treasurer Wilson presented fund balances. Administrator Wilson explained that the purpose of the hearing was to balance year end fund balances.

Mayor Ghatan opened the public testimony portion of the meeting. Hearing none, Mayor Ghatan closed the public hearing.

Ordinance No. 1658

Moved by Daniels, seconded de Freitas, to adopt Ordinance No. 1658, amending the 2018 Town Budget. Motion passed 4-0 with Starr absent.

ACTION AND DISCUSSION ITEMS (CONT.)

Ordinance No. 1659

At 12:54 p.m., Mayor Ghatan introduced discussion of Ordinance No. 1659, adopting the final 2019 Town Budget. Treasurer Wilson provided the narrative for the Budget. The Council thanked Treasurer Wilson for the excellent job on the budget.

Moved by Monin, seconded by Monin, to adopt Ordinance No. 1659, adopting the 2019 Town Budget. Motion passed 4-0 with Starr absent.

Ordinance No. 1660

At 12:55 p.m., Mayor Ghatan introduced discussion of Ordinance No. 1660, adopting salaries for elected officials and unrepresented personnel. Unrepresented personnel historically receive a cost-of-living increase equal to that of represented employees. The Collective Bargaining Agreement is currently under negotiation. At present, COLA for 2019 will equal 3.3% as reported by the Seattle CPI-U from June to June. No discussion followed.

Moved by de Freitas, seconded by Hushebeck, to adopt Ordinance No. 1660, adopting salaries for elected officials and unrepresented personnel. Motion passed 4-0 with Starr absent.

Resolution No. 2433

At 1:01 p.m., Mayor Ghatan introduced discussion of Resolution No. 2433 concerning economic development. The SJC Economic Development Council has offered a contract to provide promotion and support activities for new business, expanding existing business and enhancing the trade program for year 2019. Discussion followed regarding the trades program.

Moved by Monin, seconded by Hushebeck, to adopt Resolution No. 2433, authorizing the Mayor to execute an agreement with the SJC Economic Development Council to promote economic development within the Town. Motion passed 4-0 with Starr absent.

Resolution No. 2434 through 2442

At 1:09 p.m., Mayor Ghatan introduced discussion of Resolution Nos. 2434 through 2442 concerning H/M tourism promotion grant agreements with various agencies. The Council accepted the recommendation of the Lodging Tax Advisory Committee for various agencies and authorized the inclusion funding in the 2019 Town Budget. Discussion followed regarding the amount of funding the Visitors Bureau received.

Moved by Hushebeck, seconded by de Freitas, to adopt Resolution Nos. 2 434 through 2442, authorizing promotion grant agreements. Motion passed 4-0 with Starr absent.

ADMINISTRATOR’S REPORT

At 1:22 p.m., Administrator Wilson presented the Town Council with an update of the following:

- Hotel Motel Excise Tax Funding;
- Dates for AWC City Action Days;
- 2019 Town Legislative Agenda;
- EMS/Fire Merger;
- Warbass Way Sculpture;
- Local 1849F negotiations;
- Executive Session scheduled January 3, 2019;
- Public Works activities;
- Wellness Program; and
- Browne Lumber Garden Center expansion.

PAYMENT OF CLAIMS

Moved by Monin, seconded by de Freitas, to approve the payment of Claim Warrant Nos. 44908 through 44960 in the amount of \$415,013.39. Motion passed 4-0 with Starr absent.

APPROVAL OF MINUTES

Moved by de Freitas, seconded by Hushebeck, to approve the minutes of **December 6, 2018 as submitted**. Motion passed 4-0 with Starr absent.

FUTURE AND NON-AGENDA ITEMS

Mayor Ghatan will include discussion of roles and responsibilities for the Planning Commission during a future work session.

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, January 3, 2019 at 12:00 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