



## SUMMARY OF THE MINUTES TOWN COUNCIL

Thursday, January 3, 2019 – 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), and Tim Daniels (Position No. 4)

Anna Maria de Freitas (Position No. 3) and Barbara Starr (Position No. 5) were 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 Councilmembers de Freitas and Starr.

### FLAG SALUTE

Mayor Ghatan conducted the flag salute.

### PUBLIC ACCESS TIME

No public access was forthcoming.

### ACTION AND DISCUSSION ITEMS

#### Resolution No. 2443

At 12:02 p.m., Mayor Ghatan introduced discussion of draft Resolution No. 2443 concerning the Tucker Avenue Reconstruction Project, Phase 2. Administrator Wilson explained that the agreement provides for additional contract management. The project engineer is in the final stages of closing out the contracts for construction. Discussion followed regarding recoupable costs.

**Moved by Hushebeck, seconded by Monin, to adopt Resolution No. 2443, authorizing the Mayor to execute Supplemental Agreement No. 3 with Gray & Osborne Engineering for construction management services for the Tucker Avenue Reconstruction Project, Phase 2. Motion passed 3-0 with de Freitas and Starr absent.**

#### Resolution No. 2444

At 12:07 p.m., Mayor Ghatan introduced discussion of draft Resolution No. 2444 concerning the Tucker Avenue Reconstruction Project, Phase 2. Administrator Wilson explained that the agreement is separate from grant related costs. The project engineer will review certain claims that have been disputed by Town and Strider Construction. Discussion followed regarding recoupable costs.

**Moved by Daniels, seconded by Monin, to adopt Resolution No. 2444, authorizing the Mayor to execute an agreement with Gray & Osborne Engineering for claims analysis for the Tucker Avenue Reconstruction Project, Phase 2. Motion passed 3-0 with de Freitas and Starr absent.**

Resolution No. 2445

At 12:10 p.m., Mayor Ghatan introduced discussion of draft Resolution No. 2445 concerning the Web / A / Nichols Street Project. Project Manager, Pedro Mena explained that Change Order No. 4 reconciles the remaining quantities for time and materials prior to accepting the project. Discussion followed regarding the bio-filters used for the project.

**Moved by Monin, seconded by Hushebeck, to adopt Resolution No. 2445, authorizing the Mayor to execute Change Order No. 4 with Mike Carlson Enterprises for the Web / A / Nichols Street Project. Motion passed 3-0 with de Freitas and Starr absent.**

Resolution No. 2446

At 12:15 p.m., Mayor Ghatan introduced discussion of draft Resolution No. 2446 concerning the Spring Street ADA Handicap Ramp Project. Administrator Wilson noted that intersection improvements are now complete. No discussion followed.

**Moved by Daniels, seconded by Hushebeck, to adopt Resolution No. 2446, accepting the Spring Street ADA Handicap Ramp Project. Motion passed 3-0 with de Freitas and Starr absent.**

**ADMINISTRATOR’S REPORT**

At 12:17 p.m., Administrator Wilson presented the Town Council with an update of the following:

- Grange Pocket Park – Mayor Ghatan requested that Park design occur during 2019.
- Greenway Park – A resident requested permission to install a “lending library” at Greenway Park.
- 2018 Revenues – Year end balances for tax revenues were listed.
- PW Yard – Preliminary designs were distributed.
- Water Levels – Trout Lake is full.
- Round Towner Shuttle – The non-profit is seeking additional funding sources.
- Employee Interviews – Town will be interviewing applicants for the WWTP and Finance Office.
- SJC Fairgrounds Master Plan – The Plan is available for review on the SJC website.
- Local 1849F – Negotiations continue.

**PAYMENT OF CLAIMS**

Moved by Monin, seconded by Hushebeck, to affirm the payment of Payroll Warrant Nos. 17081 through 17092 and direct deposit run dated December 31, 2018 in the amount of \$288,978.49; and approve the payment of Claim Warrant Nos. 44961 through 44994 in the amount of \$106,499.39. Motion passed 3-0 with de Freitas and Starr absent.

**APPROVAL OF MINUTES**

Moved by Daniels, seconded by Hushebeck, to approve the minutes of **December 20, 2018, as submitted.** Motion passed 3-0 with de Freitas and Starr absent.

**FUTURE AND NON-AGENDA ITEMS**

No future agenda items were forthcoming.

**CITIZEN RESPONSE**

No citizen response was forthcoming.

**EXECUTIVE SESSION**

At 12:45 p.m., Mayor Ghatan announced that the Council would be holding an executive session regarding litigation in accordance with the provisions of RCW 42.30.110(1)(i); which was estimated to last 20 minutes. Participants: Town Council, Mayor Ghatan, Administrator Wilson, Treasurer Wilson, and Clerk Taylor. The session ended at 1:05 p.m. for an actual session time of 20 minutes. No actions were taken following executive session.

**ADJOURNMENT** – Hearing no further business and no objection, Mayor Ghatan adjourned the meeting at 1:06 p.m. The next regular meeting is scheduled for Thursday, January 17, 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