



## SUMMARY OF THE MINUTES TOWN COUNCIL

Thursday, July 18, 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), 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; Town Administrator, Duncan Wilson; and Clerk, Amy Taylor. Treasurer, Kelle' Wilson was absent.

### FLAG SALUTE

Mayor Ghatan conducted the flag salute.

### EXCUSED ABSENCE

Council unanimously excused the absence of Councilmember Starr.

### ANNOUNCEMENTS

Mayor Ghatan announced that a Pro-tem would be needed for the evening session.

### PUBLIC ACCESS TIME

SJC Councilmember Bill Watson provided a brief update on the connector road status and public works projects for San Juan Island.

### ACTION AND DISCUSSION ITEMS

#### LEOFF Committee Appointment

At 12:08 p.m., Mayor Ghatan asked the Council if any would agree to serve on the SJC LEOFF board. The board reviews insurance and retirement claims for local law enforcement and fire fighter officers. Councilmember Monin agreed to volunteer.

#### Affordable Housing

At 12:10 p.m., Mayor Ghatan introduced Mark Tompkins, SJC HCS Director, to update the Council on affordable housing issues. Mr. Tompkins and Ryan Page, SJC Housing Coordinator, discussed current programs and new legislation. The new legislation (HB-1406) provides a new affordable housing revenue stream for those counties, cities, and towns that choose to participate. The sales tax option is a credit against the state sales tax rate of 6.5%, so it will not increase the tax rate for consumers. Discussion followed regarding whether the County should claim the full percentage available in lieu of the Town creating a program of its own. The Council thanked Mr. Tompkins and Page. **Council consensus to support SJC's intent to participate and claim 100% of the sales tax credit available under the new legislation for affordable housing.**

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**PUBLIC HEARING**

At 12:40 p.m., Mayor Ghatan opened the public hearing regarding amendments to the 2019 Town Budget. Administrator Wilson provided an explanation of the amendments. Discussion followed regarding revenue streams. Hearing no comments from the public, Mayor Ghatan closed the public hearing.

Ordinance No. 1670

At 12:47 p.m., Mayor Ghatan introduced discussion of Ordinance No. 1670 amending the 2019 Town Budget. No discussion followed.

**Moved by Daniels, seconded by de Freitas, to adopt Ordinance No. 1670, amending the 2019 Town Budget. Motion passed 4-0 with Starr absent.**

Resolution No. 2475

At 12:49 p.m., Mayor Ghatan introduced discussion of Resolution No. 2475 regarding an assessment of the Trout Lake Watershed. Administrator Wilson explained that the Town needs to assess the overall health, safety and fire danger for the Trout Lake Watershed. Crownfire Forest Planning has offered a proposal. No discussion followed.

**Moved by de Freitas, seconded by Monin, to adopt Resolution No. 2475, authorizing the Mayor to execute and agreement with Crownfire Forest Planning to implement an assessment of the Trout Lake Watershed. Motion passed 4-0 with Starr absent.**

Resolution No. 2476

At 12:50 p.m., Mayor Ghatan introduced discussion of Resolution No. 2476 regarding the Argyle Avenue Sidewalk Widening Project. Pedro Mena, Project Engineer, explained that Change Order No. 2 authorized additional time and materials to accommodate work ordered by San Juan County. No discussion followed.

**Moved by Hushebeck, seconded by de Freitas, to adopt Resolution No. 2476, authorizing the Mayor to execute Change Order No. 2 for the Argyle Avenue Sidewalk Widening Project. Motion passed 4-0 with Starr absent.**

Resolution No. 2477

At 12:54 p.m., Mayor Ghatan introduced discussion of Resolution No. 2477 regarding a quit claim deed. Administrator Wilson explained that all right-of-way easements were extinguished when Town accepted the property on Harbor View Place (location of the 1M Gallon Water Tank). It was recently discovered that the property owners beyond the Town’s parcel on Harbor View Place and Salmonberry Lane have been using a portion of road that is technically “Town’s private property”. The quit claim deed establishes public right-of-way on the north 30’ of the parcel and resolution “opens” it. No discussion followed.

**Moved by de Freitas, seconded by Monin, to adopt Resolution No. 2477, accepting the quit claim deed for public right-of-way located at 1033 Harbor View Place. Motion passed 4-0 with Starr absent.**

Resolution No. 2478

At 12:58 p.m., Mayor Ghatan introduced discussion of Resolution No. 2478 concerning the belt dryer replacement at the Wastewater Treatment Plant. Administrator Wilson explained that the belt (sludge) dryer continues to fail. Wilson Engineering has offered a proposal to provide preliminary designs and funding (grant writing) assistance for a replacement system. No discussion followed.

**Moved by Monin, seconded by Hushebeck, to adopt Resolution No. 2478, authorizing the Mayor to execute an agreement with Wilson Engineering to preliminarily design and provide funding assistance for the belt dryer replacement project at the Wastewater Treatment Plant. Motion passed 4-0 with Starr absent.**

93 Time-limited Parking – Web Street

94 At 1:03 p.m., Mayor Ghatan introduced discussion regarding parking on Web Street. Administrator Wilson  
95 explained that a business located on Web Street has requested that some of the spaces be designated from 8-  
96 hour to 2-hour parking. Discussion followed regarding alternatives. **Council consensus to establish split zone**  
97 **parking consisting of both 2-hour and 8-hour spaces. The change will be established after summer season.**  
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99 Capital Facilities Plan

100 At 1:14 p.m., Mayor Ghatan introduced discussion of the draft Capital Facilities Plan (CIP) for year 2019.  
101 Administrator Wilson reviewed the projects listed and respective funding sources. Inquiry followed regarding  
102 projects of interest. The CIP will be forwarded to the Planning Commission for amendments to the 2018  
103 Comprehensive Plan. No action was taken.  
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105 **ADMINISTRATOR’S REPORT**

106 At 1:35 p.m., Administrator Wilson presented the Town Council with an update of the following:  
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- 108 • Department of Ecology – Administrator Wilson recently attended training for grant/loan requests.
- 109 • Trout Lake Dam Study – Public Works Director Haefele is currenting reviewing engineering qualifications  
110 for the next phase of the Study. AECOM will likely be selected.
- 111 • PFFAP – The Town was granted \$30,000 for construction of the First Street Pocket Park through the  
112 PFFAP program for year 2020.

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115 **PAYMENT OF CLAIMS**

116 Moved by Monin, seconded by de Freitas, to approve the payment of ACH No. 2019-05 and Claim Warrant Nos.  
117 45638 through 45691 in the amount of \$795,197.21. Motion passed 4-0 with Starr absent.  
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119 **APPROVAL OF MINUTES**

120 Minutes were postponed until the evening session.  
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122 **FUTURE AND NON-AGENDA ITEMS**

123 No future agenda items were forthcoming.  
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125 **CITIZEN RESPONSE**

126 No citizen response was forthcoming.  
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128 **ADJOURNMENT** – Hearing no further business and no objection, Mayor Ghatan adjourned the meeting at 1:40  
129 p.m. The next regular meeting is scheduled for Thursday, July 18, 2019 at 5:30 p.m.  
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132 **These minutes were approved on July 18, 2019. The original document is retained by the Clerk in the Town**  
133 **Council’s permanent records. Attest: Amy Taylor, Town of Friday Harbor Clerk**