



SUMMARY OF THE MINUTES TOWN COUNCIL

Thursday, August 1, 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), Tim Daniels (Position No. 4) and Barbara Starr (Position No. 5). Anna Maria de Freitas (Position No. 3) 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 de Freitas.

FLAG SALUTE

Mayor Ghatan conducted the flag salute.

PUBLIC ACCESS TIME

Becki Day, SJI Chamber Director, thanked the Town for their continued support of the Fourth of July fireworks display. Ms. Day asked if the funding request for the 2020 events should be tailored for a split between the 1st and 2nd 2% hotel motel funding as has been done in prior years. The Council concurred.

ACTION AND DISCUSSION ITEMS

Bio-mass Presentation

At 12:08 p.m., Mayor Ghatan introduced Ryan Palmateer, SJI Conservation District Energy Program Manager, to make a presentation regarding woody biomass. The District is proposing a gasification plant in SJC. Mr. Palmateer provided information regarding energy production from gasification of scrap wood materials. Discussion followed regarding the use and location of a facility. Administrator Wilson noted that a facility was not appropriate in the downtown historical district and requested that the District stop indicating that the site would be located on Second Street. The Council thanked Mr. Palmateer. No action was taken.

Resolution No. 2479

At 12:36 p.m., Mayor Ghatan introduced discussion of Resolution No. 2479 regarding the Trout Lake Dam Study. Administrator Wilson explained that the goal of the study is to identify weaknesses in the dam and analyze the need for future improvements or strengthening. Public Works Director, Wayne Haefele, explained the need for the additional modeling. Discussion followed regarding the scope of work.

Moved by Monin, seconded by Hushebeck, to adopt Resolution No. 2479, authorizing the Mayor to execute an agreement with AECOM to provide additional assessment of the Trout Lake Dam. Motion passed 4-0 with de Freitas absent.

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45 Resolution No. 2480

46 At 12:42 p.m., Mayor Ghatan introduced discussion of Resolution No 2480 regarding the Tucker Avenue
47 Reconstruction Project, Phase 2. Administrator Wilson explained that the amendment only extends the
48 completion date of the agreement. No discussion followed.

49

50 **Moved by Hushebeck, seconded by Starr, to adopt Resolution No. 2480, authorizing the Mayor to execute**
51 **Supplemental Agreement No. 4 to the contract with the engineering firm of Gray & Osborne, Inc. for construction**
52 **management services on the Tucker Avenue Reconstruction Project, Phase 2. Motion passed 4-0 with de Freitas**
53 **absent.**

54

55 Resolution No. 2481

56 At 12:44 p.m., Mayor Ghatan introduced discussion of draft Resolution No. 2481 regarding the Tucker Avenue
57 Reconstruction Project, Phase 2. Administrator Wilson explained that the amendment authorizes additional
58 claims analysis by Gray & Osborne in regard to litigation with the contractor. No discussion followed.

59

60 **Moved by Daniels, seconded by Starr, authorizing the Mayor to execute Amendment No. 1 to the agreement with**
61 **the engineering firm of Gray & Osborne, Inc. for claims analysis services for the Tucker Avenue Reconstruction**
62 **Project, Phase 2. Motion passed 4-0 with de Freitas absent.**

63

64 Resolution No. 2482

65 At 12:46 p.m., Mayor Ghatan introduced discussion of Resolution No. 2482 concerning the Argyle Avenue
66 Sidewalk Widening Project. Administrator Wilson explained that the change order reconciles the project.
67 Discussion followed regarding design of the lane transition by San Juan County.

68

69 **Moved by Starr, seconded by Hushebeck, to adopt Change Order No. 3 to the agreement with MEM Enterprises,**
70 **LLC. for the Argyle Avenue Sidewalk Widening Project. Motion passed 4-0 with de Freitas absent.**

71

72 Resolution No. 2483

73 At 12:49 p.m., Mayor Ghatan introduced discussion of Resolution No. 2483 concerning the Argyle Avenue
74 Sidewalk Widening Project. Administrator Wilson explained that the project is ready for acceptance. No
75 discussion followed.

76

77 **Moved by Hushebeck, seconded by Monin, to adopt Resolution No. 2483 accepting the Argyle Avenue Sidewalk**
78 **Widening Project. Motion passed 4-0 with de Freitas absent.**

79

80 Resolution No. 2484

81 At 12:52 p.m., Mayor Ghatan introduced discussion of Resolution No. 2484 concerning the WWTP Headworks.
82 Pedro Mena, Project Manager, explained that the majority of the cost was associated with digester repairs (SBR).
83 Administrator Wilson explained that the costs should be part of the contingency fund built into the USDA loan. No
84 discussion followed.

85

86 **Moved by Starr, seconded by Hushebeck, to adopt Resolution No. 2484, authorizing Change Order No. 2 for the**
87 **Wastewater Treatment Plant Headworks Project. Motion passed 4-0 with de Freitas absent.**

88

89 Resolution No. 2485

90 At 12:57 p.m., Mayor Ghatan introduced discussion of Resolution No. 2485 concerning award of contract for
91 fencing at the Public Works site located on Harbor Street. Administrator Wilson explained that the parcel should
92 be fenced for security reasons. Councilmember Daniels expressed concerns that Town is moving forward with
93 uses and improvements without first having a discussion of master planning for the site. Discussion followed

94 regarding the aesthetics of chain-link industrial fencing. **Council consensus to continue discussion of Resolution**
95 **No. 2485 until additional options can be presented.**

96
97 Street Improvements - Cash Bond Reversal

98 At 1:22 p.m., Mayor Ghatan rescheduled discussion of this topic to August 15, 2019.

99
100 Work Session

101 At 1:25 p.m., Mayor Ghatan opened discussion regarding the proposal to annex the Town into Fire District 3.
102 Administrator Wilson explained that annexation to District is an integral part of the proposed merger between the
103 Fire District and EMS. Discussion of options continued. **Council consensus to bring back additional information for**
104 **Option #7 (Annex and mandate transfer of \$297,000 annually to Street Capital for three years).**

105
106 **ADMINISTRATOR’S REPORT**

107 At 2:20 p.m., Administrator Wilson presented the Town Council with an update of the following:

- 108
- 109 • Fleming Holiday Lighting – The current LED lighting at Memorial Park is due to be replaced. **Moved by**
110 **Starr, seconded by Hushebeck, to authorize the Mayor to execute and agreement with Fleming Holiday**
111 **Lighting for Memorial Park and tree lighting. Motion passed 4-0 with de Freitas absent.**
- 112 • Spring Street School Tree – The Town Crew has almost completed the new portion of sidewalk. The tree
113 roots remain intact.
- 114 • WWTP – Town is attempting to negotiate an agreement with the City of La Connor to accept wet sludge
115 in lieu of dewatering and transferring as refuse.
- 116 • Utility Rate Study – FSG is recommending that Town modify its sewer rates.
- 117 • Trout lake – The lake level is at minus 26 inches.
- 118 • Nash Street – Curbs & gutters are set. The Contractor is preparing the roadbed for asphalt.
- 119 • Friday Harbor Labs – The UW wants to enter into an agreement with Town to manage construction of a
120 sewer project to improve the infiltration issues.
- 121 • Front Street Kiosk – Signage needs to be updated.
- 122

123 **PAYMENT OF CLAIMS**

124 Moved by Monin, seconded by Starr, to affirm the payment of Payroll Warrants and Direct Deposit dated July 31,
125 2019; and approve the payment of Claim Warrant Nos. 45692 through 45732 in the amount of \$166,122.64.
126 Motion passed 4-0 with de Freitas absent.

127
128 **APPROVAL OF MINUTES**

129 Moved by Starr, seconded by Monin, to approve the minutes of **July 18, 2019 (2 sets) as submitted.** Motion
130 passed 4-0 with de Freitas absent.

131
132 **FUTURE AND NON-AGENDA ITEMS**

133 No future agenda items were forthcoming.

134
135 **CITIZEN RESPONSE**

136 No citizen response was forthcoming.

137
138 **ADJOURNMENT** – Hearing no further business and no objection, Mayor Ghatan adjourned the meeting at 2:24
139 p.m. The next regular meeting is scheduled for Thursday, August 15, 2019 at 12:00 p.m.

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141 * * * * *

142 **These minutes were approved on August 15, 2019. The original document is retained by the Clerk in the Town**
143 **Council’s permanent records. Attest: Amy Taylor, Town of Friday Harbor Clerk**