



SUMMARY OF THE MINUTES TOWN COUNCIL

Thursday, November 7, 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), Tim Daniels (Position No. 4) and Barbara Starr (Position No. 5).

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

FLAG SALUTE

Mayor Ghatan conducted the flag salute.

PUBLIC ACCESS TIME

Bill Watson, SJC Councilmember, updated the Council on the status of the Turn Point Connector Road.

Lee Connelly, Driver for SJI School District 149, requested placement of a three-way stop at the Grover Street and Argyle Avenue Intersection because of visibility and other safety concerns.

ACTION AND DISCUSSION ITEMS

Proclamation – Small Business Saturday

At 12:12 p.m., Mayor Ghatan proclaimed November 30, 2019 as Small Business Saturday in the Town of Friday Harbor. Small Business Saturday encourages local support of our small businesses and merchants during the holiday season.

Ordinance No. 1672 - 2018 Comprehensive Plan Updates

At 12:15 p.m., Mayor Ghatan introduced discussion of the Planning Commission's recommendations for updates to the 2018 Comprehensive Plan. Land Use Administrator Mike Bertrand described the public hearing and recommendations of the Planning Commission. No discussion followed.

Moved by de Freitas, seconded by Hushebeck, to adopt Ordinance No. 1672, adopting updates to the 2018 Town Comprehensive Plan. Motion passed unanimously.

PUBLIC HEARING

2020 Town Budget

At 12:24 p.m., Mayor Ghatan opened the public hearing regarding the 2020 Town Budget. Administrator Wilson presented a request by Historic Preservation for a building inventory. Bail and fee schedules were reviewed. No members of the audience were present to provide public testimony. Mayor Ghatan closed the public hearing at 12:35 p.m.

Council consensus to include the request for a building inventory in the 2020 Town Budget.

Moved by Daniels, seconded by de Freitas, to adopt the Town Bail Schedule and Fee Schedule for year 2020. Motion passed unanimously.

47 Resolution No. 2503

48 At 12:59 p.m., Mayor Ghatan introduced discussion concerning the Nash Caines Price Street Project.
49 Administrator Wilson explained that the Change Order reconciles labor and materials for the project. No
50 discussion followed.

51
52 **Moved by Starr, seconded by Monin, to adopt Resolution No. 2503, authorizing Change Order No. 2 for the Nash
53 Caines Price Street Project. Motion passed unanimously.**

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55 Resolution No. 2504

56 At 1:03 p.m., Mayor Ghatan introduced discussion concerning the Nash Caines Price Street Project. Administrator
57 Wilson explained that the Project has been completed in accordance with the contract and specifications. No
58 discussion followed.

59
60 **Moved by Monin, seconded by Starr, to adopt Resolution No. 2504, accepting the Nash Caines Price Street
61 Project. Motion passed unanimously.**

62
63 Resolution No. 2505

64 At 1:05 p.m., Mayor Ghatan introduced discussion of Resolution No. 2505 concerning the Water Zone 327
65 Improvements. Administrator Wilson explained that the Change Order reconciles labor and materials for the
66 project. No discussion followed.

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68 **Moved by Hushebeck, seconded by Monin, to adopt Resolution No. 2505, authorizing Change Order No. 1 for the
69 Water Zone 327 Improvements. Motion passed unanimously.**

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71 Resolution No. 2506

72 At 1:09 p.m., Mayor Ghatan introduced discussion concerning the Water Zone 327 Improvements. Administrator
73 Wilson explained that the Project has been completed in accordance with the contract and specifications. No
74 discussion followed.

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76 **Moved by Monin, seconded by de Freitas, to adopt Resolution No. 2506, accepting the Water Zone 327
77 Improvements. Motion passed unanimously.**

78
79 Resolution No. 2507

80 At 1:15 p.m., Mayor Ghatan introduced discussion of the FH Landfill located at Sutton Road. Administrator
81 Wilson explained that the Town is required to update its Friday Harbor Landfill Post Closure Financial Assurance
82 Plan every year through 2025. Discussion followed regarding the closure of Purdy Landfill.

83
84 **Moved by de Freitas, seconded by Starr, to adopt Resolution No. 2507, adopting the Friday Harbor Landfill Post
85 Closure Financial Assurance Plan update for years 20 20-2025. Motion passed unanimously.**

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87 Resolution No. 2508

88 At 1:20 p.m., Mayor Ghatan introduced discussion of biosolids transfer. Administrator Wilson explained that La
89 Conner has accepted the biosolid transfer contract. No discussion followed.

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91 **Moved by Hushebeck, seconded by Starr, to adopt Resolution No. 2508, authorizing an interlocal agreement with
92 the Town of La Conner for the transfer of biosolids from the Wastewater Treatment Plant. Motion passed
93 unanimously.**

94
95 Resolution No. 2509

96 At 1:25 p.m., Mayor Ghatan introduced discussion of the annual tourism promotion agreement with the Visitors
97 Bureau. Administrator Wilson explained the new arrangement for allocation. No discussion followed.

98 **Moved by Hushebeck, seconded by Daniels, to adopt Resolution No. 2509, authorizing an agreement with the**
99 **Visitors Bureau for 2020 tourism promotion. Motion passed unanimously.**

100
101 SJ Community Theatre

102 At 1:30 p.m., Mayor Ghatan introduced discussion of a lease for right-of-way on Culver Avenue. Administrator
103 Wilson explained that the long-term agreement with the SJ Community Theatre recently expired and inquired if
104 the Council wished to allow future renewals. **Council consensus to allow a new agreement for use of a portion of**
105 **right-of-way on Culver Avenue.**

106
107 **EXECUTIVE SESSION**

108 At 1:35 p.m., Mayor Ghatan announced that the Council would be holding an executive session regarding real
109 estate acquisition in accordance with the provisions of RCW 42.30.110(1)(b); which was estimated to last 10
110 minutes. Participants: Town Council, Mayor Ghatan, Administrator Wilson, Treasurer Wilson, and Clerk Taylor.
111 The executive session ended at 1:45 p.m. for an actual session time of 10 minutes. No actions were taken
112 following executive session.

113
114 **WORK SESSION**

115 Public Works Yard

116 New drawings for the proposed public works yard were distributed. No action was taken.

117
118 EMS/Fire Merger

119 An update was provided on discussions for the EMS/Fire Merger. No action was taken.

120
121 **ADMINISTRATOR’S REPORT**

122 At 1:53 p.m., Administrator Wilson presented the Town Council with an update of the following:

- 123
- 124 • Thanksgiving Community Dinner – Town is looking into the feasibility of donating to the annual
 - 125 community dinner.
 - 126 • Zito Media – Conversations have resumed for renewing the franchise agreement.
 - 127 • First Street Water Main – Town Crew is nearly complete with the main replacement. The pavement will
 - 128 be patched.
 - 129 • Centennial Lawsuit – Town has nearly completed the penalty portion of the hearing.
 - 130 • Solar Panels – The Town received updated figures for the solar project.

131
132 **PAYMENT OF CLAIMS**

133 Moved by Monin, seconded by Starr, to affirm the payment of Payroll Warrant Nos. 17191 through 17199 and
134 Direct Deposit Run in the amount of \$329,263.26; approve the payment of Claim Warrant Nos. 45997 through
135 46054 and ACH-1 in the amount of \$413,789.70; and approve Treasurer Check Nos. 9879 thru 9884 and 2
136 Electronic Checks in the amount of \$145,540.75. Motion passed unanimously.

137
138 **APPROVAL OF MINUTES**

139 Moved by Hushebeck, seconded by Starr, to approve the minutes of **October 17 and 24, 2019 as submitted.**
140 Motion passed unanimously.

141
142 **FUTURE AND NON-AGENDA ITEMS**

143 Councilmember Starr requested an update on regarding OPALCO fiberoptic.

144
145 **CITIZEN RESPONSE**

146 No citizen response was presented.

147

148 **ADJOURNMENT** – Hearing no further business and no objection, Mayor Ghatan adjourned the meeting at 2:07
149 p.m. The next regular meeting is scheduled for Thursday, November 21, 2019 at 12:00 p.m.

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**These minutes were approved on November 21, 2019. The original document is retained by the Clerk in the
Town Council’s permanent records. Attest: Amy Taylor, Town of Friday Harbor Clerk**

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