



## SUMMARY OF THE MINUTES TOWN COUNCIL

Thursday, February 20, 2020 – 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 Barbara Starr (Position No. 5). Tim Daniels (Position No. 4) 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 Daniels.

### FLAG SALUTE

Mayor Ghatan conducted the flag salute.

### PUBLIC ACCESS TIME

No public access was forthcoming.

### ACTION AND DISCUSSION ITEMS

#### Sheriff's Report

At 12:01 p.m., Mayor Ghatan welcomed SJC Sheriff Ron Krebs. Sheriff Krebs updated the Council on annual statistics and quarterly activities for law enforcement. Sheriff Krebs introduced the newest deputy officer and noted the presence of a new K-9. The Council thanked Sheriff Krebs. No action was taken.

#### Fire District 3

At 12:16 p.m., Mayor Ghatan welcomed Fire Chief Norvin Collins. Chief Collins updated the Council on annual incidents, significant accomplishments from 2019 and upcoming Fire/EMS merger. The Council thanked Chief Collins.

#### EMS

At 12:25 p.m., Mayor Ghatan welcomed Interim Chief Karl Kuetzing. Chief Kuetzing updated the Council on annual statistics and highlights of 2019. The Council thanked Chief Kuetzing.

#### RFP – Blair Avenue Mural

At 12:35 p.m., Mayor Ghatan introduced discussion of the RFP for the Blair Avenue Mural Project. FHAC Coordinator, Julie Greene, explained that the RFP is to determine which artist(s) will be asked to install artwork on the concrete wall near the Spring & Blair Avenue intersection and briefly explained the criteria. The Council expressed enthusiasm for the project. No discussion followed.

**Moved by Starr, seconded by de Freitas, to approve the Request for Proposals for the Blair Avenue Mural Project. Motion passed 4-0 with Daniels absent.**

47 First Street Pocket Park

48 At 12:40 p.m., Mayor Ghatan introduced discussion of preliminary designs for the First Street Pocket Park. Project  
49 Manager, Pedro Mena, described the drawings, estimated budget and engineering details left to design prior to  
50 finalizing the budget (condition of underground water main unknown). Administrator Wilson explained that the  
51 Grange has offered to install and supply power for an EV charging station at the location.

52  
53 **Moved by de Freitas, seconded by Starr, to approve the preliminary drawings and budget for the First Street**  
54 **Pocket Park and authorize staff to proceed with development of bidding and contract documents. Motion passed**  
55 **4-0 with Daniels absent.**

56  
57 Resolution No. 2538

58 At 12:55 p.m., Mayor Ghatan introduced discussion of draft Resolution No. 2538 concerning fire prevention in the  
59 Trout Lake watershed. Administrator Wilson explained that Crownfire Forest Planning offered a proposal for on-  
60 call assistance and technical support for staff during the first stages of forest planning, maintenance and thinning  
61 in the watershed. No discussion followed.

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63 **Moved by Hushebeck, seconded by de Freitas, to adopt Resolution No. 2538, authorizing the Mayor to execute an**  
64 **agreement with Crownfire Forest Planning for support during silviculture of the Trout Lake Watershed. Motion**  
65 **passed 4-0 with Daniels absent.**

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67 Resolution No. 2539

68 At 12:58 p.m., Mayor Ghatan introduced discussion of draft Resolution No. 2539 concerning GIS systems at Town  
69 Hall. Administrator Wilson explained that NW GIS Consulting offered a proposal for on-call assistance and  
70 support to Town staff for year 2020 for GIS related training, updates and technical issues. No discussion followed.

71  
72 **Moved by Monin, seconded by Hushebeck, to adopt Resolution No. 2539, authorizing the Mayor to execute an**  
73 **agreement between the Town of Friday Harbor and NW GIS Consulting to implement GIS systems. Motion passed**  
74 **4-0 with Daniels absent.**

75  
76 Resolution No. 2540

77 At 1:02 p.m., Mayor Ghatan introduced discussion of draft Resolution No. 2540 relating to sign regulations.  
78 Administrator Wilson explained that the policy delineates the three locations and rules for community garage sale  
79 and event signage. Council commented on limitations of the policy.

80  
81 **Moved by de Freitas, seconded by Starr, to adopt Resolution No. 2540, adopting an administrative policy**  
82 **regarding temporary signage. Motion passed 4-0 with Daniels absent.**

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84 Spring / Second Street Intersection  
85 At 1:05 p.m., Mayor Ghatan requested that Public Works provide recommendations for additional crosswalk  
86 lighting at the Spring and Second Street Intersection, especially during the winter months. Public Works Director,  
87 Wayne Haefele, commented that additional lighting at the intersection is difficult without altering the entire  
88 intersection. **Council consensus to explore options for off-season lighting and report back to the Council.**

89  
90 SJC Update  
91 At 1:42 p.m., SJC Councilman Bill Watson provided an update on the status of Missing Mountain Road. The road  
92 has been constructed and will be chip sealed in year 2020. The County anticipates opening the road to the public  
93 immediately after.

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## ADMINISTRATOR’S REPORT

At 1:10 p.m., Administrator Wilson presented the Town Council with an update of the following:

- Derelict Vessel Program – The Town was asked to participate in the bi-annual agreement for removal of derelict vessels. **Moved by Hushebeck, seconded by Monin, to authorize the agreement for the Derelict Vessel Program. Motion passed 4-0 with Daniels absent.**
- Port of Friday Harbor Boardwalk – The Port has requested that Town assist in construction of the sidewalk adjacent to Fairweather Park. Discussion followed. **Council consensus to bring back a cost estimate for consideration.**
- FH Transfer Station – A slight tipping fee increase will take effect March 1, 2020 due to increased COLA and WSF fees absorbed by Lautenbach.
- USDA Loan – Town is in the final stages of closing out the USDA Loan for the WWTP Headworks Project.
- WWTP Conversion – Town is having conversations with USDA regarding funding through loans, grants and bonds to convert from an SBR system to a conventional system.
- Water System Plan Update – The current Plan is due for an update. Staff will present an RFP for consideration.
- Annexation Vote – The Town will issue a FAQ sheet for the public concerning the upcoming Fire District annexation vote.
- Flooding Damage – Town is assessing if there were any flood related damages. If so, costs will be submitted to SJC-DEM for an Emergency Declaration for FEMA funding.
- Higginson Litigation – A litigation settlement has been reached in the amount of \$30,000 in Town’s favor.
- Strider Litigation – Negotiations are still underway concerning the Tucker Avenue Reconstruction Project.
- 515 Tucker Avenue – The foreclosed property was purchased.
- Mullis Street – Town will estimate costs for pavement patching beyond the current project (818 Mullis).
- WWTP – The County has reported that it has no plans to install a dump station for recreational vehicles at any of its County or Fairground facilities after Town closes its station.

## PAYMENT OF CLAIMS

Moved by Monin, seconded by Hushebeck to approve the payment of Payroll and Claim Warrants as enumerated below. Motion passed 4-0 with Daniels absent.

- Issuance of Claim Warrant Nos. 46348 through 46394 and EFT 1-2 dated February 20, 2020 in the amount of \$163,860.38.

## APPROVAL OF MINUTES

Moved by Monin, seconded by Starr, to approve the minutes of **February 6, 2020 as corrected**. Motion passed 4-0 with Daniels absent.

## FUTURE AND NON-AGENDA ITEMS

Councilmember Hushebeck requested that Town update its regulations on transient and short-term rentals. Mr. Hushebeck noted abuse in the Harrison Street neighborhood.

## CITIZEN RESPONSE

Steve Porten, Grange Member, requested that the Board of the Grange be kept in discussions regarding pocket park designs. The Grange would like to provide feedback on final design since it will be located outside its entrance.

**ADJOURNMENT** – Hearing no further business and no objection, Mayor Ghatan adjourned the meeting at 2:03 p.m. The next regular meeting is scheduled for Thursday, March 5, 2020 at 12:00 p.m.

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147 These minutes were approved on [date]. The original document is retained by the Clerk in the Town Council's

148 permanent records. Attest: Amy Taylor, Town of Friday Harbor Clerk