



## SUMMARY OF THE MINUTES TOWN COUNCIL

Thursday, April 16, 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), Tim Daniels (Position No. 4) and Barbara Starr (Position No. 5).

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

### FLAG SALUTE

Mayor Ghatan conducted the flag salute.

### ANNOUNCEMENTS/SCHEDULE CHANGES

The meeting will be continued until Thursday, April 23, 2020 at 12:00 p.m. for the purpose of unfinished business.

### PUBLIC ACCESS TIME

No public access was forthcoming.

### ACTION AND DISCUSSION ITEMS

#### SJC Department of Health Update

At 12:04 p.m., Mayor Ghatan introduced Kyle Dodd, SJC Health Manager, to make an update regarding local COVID-19 response. Mr. Dodd provided an update on day-to-day operations, including: general statistics, renewed Governor's Orders, information sharing and website updates, closed facilities, testing and economic recovery. Discussion followed regarding recommendations for construction as an essential business activity. Mayor Ghatan and the Council thanked Mr. Dodd. No action was taken.

#### Ordinance No. 1691

At 12:32 p.m., Mayor Ghatan introduced discussion of draft Ordinance No. 1691 regarding the "Affordable Housing for All Surcharge". Administrator Wilson explained that the Town may expand the uses of the fund to include rental assistance relief for qualifying families during COVID-19 response. The Family Resource Center would be contracted to vet and distribute funding. Discussion followed regarding available funds.

**Moved by de Freitas, seconded by Starr, to approve Ordinance No. 1691, amending Sections 3.40.020 and 3.40.030 FHMC relating to the use and allocation of monies received from the "affordable housing for all surcharge" on documents recorded with the San Juan County Auditor 's Office. Motion passed unanimously.**

41 Resolution No. 2551

42 At 12:41 p.m., Mayor Ghatan introduced discussion of draft Resolution No. 2551 regarding a rental assistance  
43 program. Administrator Wilson explained that in conjunction with Ordinance No. 1691, the resolution authorizes  
44 vouchers for the rental assistance program through the Family Resource Center. Jennifer Armstrong, FRC  
45 Executive Director, stated that the funds are in desperate need. Discussion followed regarding the amount to  
46 fund the program.

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48 **Moved by Hushebeck, seconded by Starr, to authorize Resolution No. 2551 and fund the rental assistance**  
49 **program in the amount of \$20,000 from the Fund #125 “Affordable Housing for All Surcharge”. Motion passed**  
50 **unanimously.**

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52 Resolution No. 2552

53 At 12:50 p.m., Mayor Ghatan introduced discussion of draft Resolution No. 2552 regarding inspection services.  
54 Administrator Wilson explained that the County has a special conflict of interest with permitting by one of its  
55 employees and has requested that the Town perform building inspection and plan review services. No discussion  
56 followed.

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58 **Moved by de Freitas, seconded by Starr, to adopt Resolution No. 2552, authorizing the Mayor to execute an**  
59 **interlocal agreement with San Juan County for building inspection and plan review services. Motion passed**  
60 **unanimously.**

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62 **ADMINISTRATOR’S REPORT**

63 At 12:53 p.m., Administrator Wilson presented the Town Council with an update of the following:

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- 66 • Energy Audit – Town is saving an estimated \$37,000 per year with the energy efficiency upgrades.
  - 67 • Revenue Resources – Town is looking at each of its funds to assess impacts for year 2020.
  - 68 • Roche Harbor Road – Town’s portion investment for fixing the failed chipseal near the trailer park is  
69 \$40,000.
  - 70 • FH Food Bank – The Harbor Life Ring program has met its goal. An agreement will be presented at the  
71 next meeting.
  - 72 • USDA Loan – The Town has closed on its loan with USDA for sewer upgrades.
  - 73 • Town Boards & Committees – Meetings are postponed until the “Stay Home, stay safe” restrictions are  
74 lifted.
  - 75 • H/M Utility Assistance Requests – Applications are due April 17, 2020.
  - 76 • Residential construction – Town is drafting a letter and resolution to governor requesting that  
77 construction be added to essential services.
  - 78 • Public Works – The PW Director provided a brief update on day-to-day operations.

79 **PAYMENT OF CLAIMS**

80 Moved by Monin, seconded by de Freitas, to approve the payment of Claim Warrant Nos. 46527 through 46572  
81 and EFT 4/16/20 (#1-2) in the amount of \$235,572.29 and Treasurer Checks 9914-9919 and 1 Electronic Check in  
82 the amount of \$59,879.65. Motion passed unanimously.

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84 **APPROVAL OF MINUTES**

85 Minutes were postponed until April 23, 2020.

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87 **FUTURE AND NON-AGENDA ITEMS**

88 Mayor Ghatan requested a resolution of support for the 2020 Census.

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90 **CITIZEN RESPONSE**

91 No citizen response was forthcoming.

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93 **ADJOURNMENT** – Hearing no further business and no objection, Mayor Ghatan continued the meeting at 1:30  
94 p.m. The next continued meeting is scheduled for Thursday, April 23, 2020 at 12:00 p.m.

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97 These minutes were approved on [date]. The original document is retained by the Clerk in the Town Council's  
98 permanent records. Attest: Amy Taylor, Town of Friday Harbor Clerk