



## SUMMARY OF THE MINUTES TOWN COUNCIL

Thursday, March 5, 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), Anna Maria de Freitas (Position No. 3 and Barbara Starr (Position No. 5). Noel Monin (Position No. 2) and Tim Daniels (Position No. 4) were 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 Councilmembers Monin and Daniels.

### FLAG SALUTE

Mayor Ghatan conducted the flag salute.

### PUBLIC ACCESS TIME

No public access was forthcoming.

### ACTION AND DISCUSSION ITEMS

#### Friday Harbor Arts Commission

Mayor Ghatan welcomed Lynn Weber/Roochvarg as the newest candidate for the open vacancy on the Friday Harbor Arts Commission. Ms. Weber/Roochvarg stated her interest in serving on the committee. No discussion followed.

**Moved de Freitas, seconded by Starr, to appoint Lynn Weber/Roochvarg to the vacancy on the Friday Harbor Arts Commission. Motion passed 3-0 with Monin and Daniels absent .**

#### COVID-19

At 12:04 p.m., Mayor Ghatan introduced Kyle Dodd, Incident Commander for COVID-19 Response Team, to make a presentation regarding latest developments for the COVID-19 situation. Mr. Dodd reported that the SJC Emergency Operations Committee has been activated and reviewed the chain of command and countywide goals. The Department of Health reports that no active cases of COVID-19 are reported in SJC at this time. Appropriate information is being distributed via internet. Discussion followed. No action was taken.

#### Department of Emergency Management

At 12:18 p.m., Mayor Ghatan introduced Brendan Cowan, SJC Emergency Management Director, to make a presentation regarding oil spill response. Mr. Cowan commented regarding his role in the COVID-19 situation. Mr. Cowan presented latest developments for oil spill response. The Islands Oil Spill Association (IOSA) has restructured, been seeking grant funding and redefined its mission. Discussion followed. No action was taken.

44  
45 Port of Friday Harbor – Boardwalk Project  
46 At 12:32 p.m., Mayor Ghatan introduced discussion of joint cooperation for construction of the Port’s “Boardwalk  
47 Project”. Todd Nicholson, Port Director, described the scope of the proposal and requested that Town contribute  
48 by constructing approximately 157 lineal feet of curb and gutter in the public right-of-way to delineate the  
49 boundary of the boardwalk. Administrator Wilson explained that the budget for improvements. No discussion  
50 followed.

51  
52 **Moved by Hushebeck, seconded by Starr, to authorize the expenditure for installation of curb and gutter on Front**  
53 **Street adjacent to Fairweather Park. Motion passed 3-0 with Monin and Daniels absent.**

54  
55 Visitors Bureau – Annual Report  
56 At 12:41 p.m., Mayor Ghatan introduced Deborah Hoskinson, VB Executive Director, to present its annual report.  
57 Ms. Hoskinson reported on year 2019 and campaign and website goals for year 2020. Discussion followed. No  
58 action was taken.

59  
60 Wellness Committee Update  
61 At 12:55 p.m., Mayor Ghatan introduced Julie Greene, Wellness Coordinator, to present an annual report. Ms.  
62 Greene presented a summary of events for year 2019. Town earned its 2% discount on insurance premiums.  
63 Discussion followed. No action was taken.

64  
65 Resolution No. 2541  
66 At 1:19 p.m., Mayor Ghatan introduced discussion of draft Resolution No. 2541 concerning derelict vessel  
67 removal. Administrator Wilson explained that the resolution ratifies the agreement that was adopted by motion  
68 during the previous meeting. Town has been requested to participate in the removal of one vessel. It’s share is  
69 estimated at \$800. No discussion followed.

70  
71 **Moved by Starr, seconded by de Freitas, to adopt Resolution No. 2541, ratifying the interlocal agreement with the**  
72 **Port of Friday Harbor, San Juan County and Town of Friday Harbor for derelict vessel removal. Motion passed 3-0**  
73 **with Monin and Daniels absent.**

74  
75 Resolution No. 2542  
76 At 1:21 p.m., Mayor Ghatan introduced discussion of draft Resolution No. 2542 concerning annual generator  
77 maintenance. Administrator Wilson explained the scope of the call for bids. Discussion followed regarding fuel  
78 policies and availability in times of emergency.

79  
80 **Moved by de Freitas, seconded by Starr, to adopt Resolution No. 2542, authorizing an agreement for annual**  
81 **generator maintenance. Motion passed 3-0 with Monin and Daniels absent.**

82  
83 Resolution No. 2543  
84 At 1:26 p.m., Mayor Ghatan introduced discussion of draft Resolution No. 2543 concerning A/E Services.  
85 Administrator Wilson explained that municipalities are required to periodically review and select firms based on  
86 standard criteria for architectural and engineering services. Public Works Director, Wayne Haefele, explained the  
87 particular selection of water related services. No discussion followed.

88  
89 **Moved by Hushebeck, seconded by de Freitas, to adopt Resolution No. 2543, selecting firms for AE services for**  
90 **years 2020-2025. Motion passed 3-0 with Monin and Daniels absent.**

91

92 Ordinance No. 1688

93 At 1:35 p.m., Mayor Ghatan introduced discussion of draft Ordinance No. 1688 concerning sewer revenue bonds.  
94 Administrator Wilson explained the purpose of the bond. Discussion followed regarding current interest rates.

95  
96 **Moved by de Freitas, seconded by Starr, to adopt Ordinance No. 1688, relating to contracting indebtedness;**  
97 **providing for the issuance, sale and delivery of sewer system revenue bonds in an aggregate principal amount not**  
98 **to exceed \$2,812,000 to provide funds to repay an interfund loan previously authorized to provide interim**  
99 **financing for improvements to the Town’s wastewater treatment plant and to pay the costs of issuance and sale**  
100 **of the bonds; fixing certain terms and covenants of the bonds; covenanting to issue no additional bonds on a**  
101 **parity with certain outstanding sewer revenue bonds of the Town; approving the sale of the bonds to the United**  
102 **States of America acting through the Department of Agriculture, Rural Utilities Service; and providing for other**  
103 **related matters. Motion passed 3-0 with Monin and Daniels absent.**

104

105 **ADMINISTRATOR’S REPORT**

106 At 1:42 p.m., Administrator Wilson presented the Town Council with an update of the following:

107

- 108 • Covid-19 – Updated relating specifically to roles and responsibilities on the EOC.
- 109 • Public Works Projects – Potential sales tax and economic impacts were discussed regarding over COVID.
- 110 • Port of Friday Harbor – Potential of expanding sewer service to the new marina (Jensen Shipyard).
- 111 • Refuse Truck – Town is considering purchase of a new refuse truck.
- 112 • Radio “Shed” Lease – Leases for use of the radio tower in Hillview Terrace is due for renewal.
- 113 • EV Charger – The Grange has offered to install an EV charger for the public.
- 114 • Crosswalk alternatives – New bollards with lights were discussed for crosswalk safety.

115

116 **PAYMENT OF CLAIMS**

117 Moved by de Freitas, seconded by Starr, to affirm the payment of Payroll Warrant Nos. 17230 through 17238 and  
118 DDR in the amount of \$308,417.27; and approve the payment of ACH1/Claim Warrant Nos. 46395 through 46440  
119 and EFT1 in the amount of \$191,828.52; and Treasurer Check Nos. 9901 through 9913 in the amount of  
120 \$66,626.40. Motion passed unanimously.

121

122 **APPROVAL OF MINUTES**

123 Moved by Starr, seconded by de Freitas, to approve the minutes of **February 20, 2020 as submitted.** Motion  
124 passed unanimously.

125

126 **FUTURE AND NON-AGENDA ITEMS**

127 No future agenda items were forthcoming.

128

129 **CITIZEN RESPONSE**

130 No citizen response was forthcoming.

131

132 **ADJOURNMENT** – Hearing no further business and no objection, Mayor Ghatan adjourned the meeting at 2:23  
133 p.m. The next regular meeting is scheduled for Thursday, March 19, 2020 at 12:00 p.m.

134

135 \* \* \* \* \*

136 **These minutes were approved on March 19, 2020. The original document is retained by the Clerk in the Town**  
137 **Council’s permanent records. Attest: Amy Taylor, Town of Friday Harbor Clerk**