



SUMMARY OF THE MINUTES TOWN COUNCIL

Thursday, May 21, 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; and Clerk, Amy Taylor.

FLAG SALUTE

Mayor Ghatan conducted the flag salute.

PUBLIC ACCESS TIME

No public access was forthcoming.

ACTION AND DISCUSSION ITEMS

FFCOL - SSDP Application No. 104

At 12:03 p.m., Mayor Ghatan introduced discussion of SSDP No. 104 by the Port of Friday Harbor. Land Use Administrator Michael Bertrand explained that the Planning Commission held a public hearing to consider the request to allow construction of boardwalk, installation of trash compactor and changes of use on the main pier and park for public events. The Planning Commission recommends approval of the application. Staff prepared Findings of Fact, Conclusions of Law and Decision for consideration.

Moved by Hushebeck, seconded by Daniels, to accept the staff report and recommendation of the Planning Commission and approve Shoreline Substantial Development Permit Application No. 104. Motion passed unanimously.

Moved by de Freitas, seconded by Hushebeck, to adopt Findings of Fact, Conclusions of Law and Decision for Shoreline Substantial Development Permit Application No. 104 as presented. Motion passed unanimously.

FFCOL - Rezone Application No. 73

At 12:08 p.m., Mayor Ghatan introduced discussion of Rezone Application No. 73 by the Port of Friday Harbor. Land Use Administrator Michael Bertrand explained that the Planning Commission held a public hearing for the request to rezone a portion of the parcel adjacent to Mullis Street from Public Service to Light Industrial. The subject parcel is known as TPN 351491631 located at 27 Airport Circle Drive. The parcel is currently mixed use with Light Industrial abutting the subject area. The purpose of the request is to allow expansion of existing commercial uses located on the parcel. Discussion followed regarding setbacks, allowable uses, egress and parking requirements.

Moved by Starr, seconded by de Freitas, to accept the recommendation of the Planning Commission, approve Rezone Application No. 73 and adopt Findings of Fact, Conclusions of Law and Decision for Rezone Application No. 73 as presented. Motion passed unanimously.

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Ordinance No. 1692

At 12:13 p.m., Mayor Ghatan introduced discussion of Ordinance No. 1692 concerning Rezone Application No. 73. Land Use Administrator Michael Bertrand explained that the Ordinance amends the Town’s Land Use Map. No discussion followed.

Moved by Hushebeck, seconded by Starr, to adopt Ordinance No. 1692, rezoning a portion of Tax Parcel No. 351491631 located at 27 Airport Circle Drive, Friday Harbor, Washington. Motion passed unanimously.

Resolution No. 2559

At 12:18 om, Mayor Ghatan introduced discussion of the lease agreement for the SJI Archery Range. Administrator Wilson explained that the 5-year lease had expired. To date, the Range has been a good tenant of the property. Discussion followed regarding prohibited activities such as smoking and alcohol use.

Moved by Monin, seconded by Starr, to adopt Resolution No. 2559, authorizing the Mayor to execute a lease agreement with SJ Archers for use of unimproved land for the SJI Archery Range located on a portion of the Trout Lake Watershed. Motion passed unanimously.

Resolution No. 2560

At 12:20 p.m., Mayor Ghatan introduced discussion of radio equipment at the Hillview Terrace Water Tank. Administrator Wilson explained that local agencies have housed emergency equipment in its current location since 2015. The leases have recently expired. No discussion followed.

Moved by Starr, seconded by Hushebeck, to adopt Resolution No. 2560, authorizing the Mayor to execute property use licenses for radio equipment located at the Hillview Terrace Water Tank. Motion passed 4-0 with Monin abstained.

Resolution No. 2561

At 12:22 p.m., Mayor Ghatan introduced discussion of the Energy Efficiency Project. Administrator Wilson explained that the purpose of the Amendment was to reconcile the agreement for closeout, including removal of certain reporting. No discussion followed.

Moved by Monin, seconded by Hushebeck, to adopt Resolution No. 2561, authorizing the Mayor to execute Amendment No. 3 to the agreement for the Energy Efficiency Project. Motion passed unanimously.

Resolution No. 2562

At 12:26 p.m., Mayor Ghatan introduced discussion of Second Street Repairs. Public Works Director Wayne Haefele explained the scope of additive and deductive items and recommended acceptance. No discussion followed.

Moved by de Freitas, seconded by Starr, to adopt Resolution No. 2562, authorizing the Mayor to execute Change Order No. 1 reconciling the project and accepting the Second Street Asphalt Repairs. Motion passed unanimously.

Resolution No. 2563

At 12:29 p.m., Mayor Ghatan introduced discussion of work orders for chipsealing services. Administrator Wilson explained that the County is scheduled to chip seal Second Street and Roche Harbor Road the week of June 8th. No discussion followed.

Moved by Starr, seconded by de Freitas, to approve the Request for Interlocal Services between the Town of Friday Harbor and San Juan County for chipsealing services within the Town. Motion passed unanimously.

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100 Resolution No. 2564

101 At 12:35 p.m., Mayor Ghatan introduced discussion of the agreement with SJC EDC. Administrator Wilson
102 explained that the EDC is seeking to reallocate approximately \$3,500 of funding to support small businesses
103 recovery during the COVID-19 pandemic. No discussion followed. The Council acknowledged the hard work of the
104 EDC.

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106 **Moved by Hushebeck, seconded by Monin, to adopt Resolution No. 2563, authorizing the Mayor to execute**
107 **Amendment No. 1 to the agreement for economic development programs within the Town. Motion passed**
108 **unanimously.**

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110 **ADMINISTRATOR’S REPORT**

111 At 12:40 p.m., Administrator Wilson presented the Town Council with an update of the following:

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- 113 • Town GIS – The project is taking shape.
- 114 • COVID-19 – SJC Board of Health is expected to recommend transition to “Reopen Washington, Phase 2”.
115 **Moved by Hushebeck, seconded by Starr, to adopt a statement of support that the Town of Friday Harbor**
116 **move from Phase 1 to Phase 2 of Reopening Washington, as may be appropriate according to the**
117 **guidelines issued by the Governor’s Office. Motion passed unanimously.**
- 118 • WWTP Solar Array – The project is nearly complete.
- 119 • Crosswalk Lights - School District #149 has requested that the Town and County share in costs to upgrade
120 the four flashing crosswalk lights located at the schools. The devices have become unreliable due to their
121 age. **Moved by Hushebeck, seconded by de Freitas, to approve up to one-third of the cost, or**
122 **approximately \$10,500, to upgrade the traffic safety crosswalk lighting located at the elementary and**
123 **high schools. Motion passed unanimously.**
- 124 • Chip Seal Schedule – The County is tentative schedule for chipseal on Second Street is June 11, 2020.
- 125 • HMA Repairs – **Moved by Hushebeck, seconded by Monin, to authorize issuance of a Call for Bid for HMA**
126 **repair at various locations. Motion passed unanimously.**
- 127 • 2020 Graduation Banners – Staff hung the personalized banners for the 2020 Friday Harbor High School
128 graduates.
- 129 • Town Hall Renovations – The non-functioning baseboard heaters in the Council Chambers have been
130 replaced with outlets.
- 131 • WSDOT “First Last Mile” Grant – Town applied for grant funding to benefit local transit companies.
- 132 • Six Year Plan – The public hearing is scheduled June 18, 2020.
- 133 • SAO Exit Conference – The meeting is scheduled May 29, 2020.
- 134 • COVID-19 – Town was allocated approximately \$72,600 for relief through the CARES Act.

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137 **PAYMENT OF CLAIMS**

138 Moved by Monin, seconded by Starr, to approve the issuance of Claim Warrant Nos. 46631 through 46673 and
139 EFT payments dated 5/21/20 in the amount of \$234,146.03. Motion passed unanimously.

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141 **APPROVAL OF MINUTES**

142 Moved by de Freitas, seconded by Hushebeck, to approve the minutes of **March 19th, April 23rd & May 7th, 2020**
143 **as submitted.** Motion passed unanimously.

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145 **FUTURE AND NON-AGENDA ITEMS**

146 No future agenda items were forthcoming.

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148 Mayor Ghatan announced that the Council would hold an executive session immediately following adjournment.

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150 **CITIZEN RESPONSE**

151 No citizen response was forthcoming.

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153 **ADJOURNMENT** – Hearing no further business and no objection, Mayor Ghatan adjourned the meeting at 1:31
154 p.m. The next regular meeting is scheduled for Thursday, June 4, 2020 at 12:00 p.m.

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157 **These minutes were approved by motion of the Town Council . The original signed document is retained by the**
158 **Clerk in the Town Council’s permanent records. Attest: Amy Taylor, Town of Friday Harbor Clerk**

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