



SUMMARY OF THE MINUTES TOWN COUNCIL

Thursday, July 2, 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

Sheriff's Report

At 12:01 p.m., Mayor Ghatan welcomed SJC Sheriff Ron Krebs. Sheriff Krebs updated the Council on statistics and quarterly activities for law enforcement. Discussion and inquiry followed regarding if any "trends" have developed due to Governor Inslee's "Stay Home" orders and the homeless individuals located in Friday Harbor. A request was made for additional speed and traffic enforcement on Guard Street. The Council thanked Sheriff Krebs. No action was taken.

Resolution No. 2567

At 12:27 p.m., Mayor Ghatan introduced discussion of draft Resolution No. 2567 concerning pavement repairs at various locations. Administrator Wilson described the scope of work at the six locations. No discussion followed.

Moved by Starr, seconded by Hushebeck, to adopt Resolution No. 2567, awarding a bid and authorizing the Mayor to execute construction documents with Richard Lawson Construction for pavement repairs at various locations. Motion passed unanimously.

Resolution No. 2568

At 12:23 p.m., Mayor Ghatan introduced discussion of draft Resolution No. 2568 concerning the Solar Panel Project. Administrator Wilson explained that the resolution accepts the project as substantially complete dated June 12, 2020 and authorizes staff to move forward with close-out documentation. No discussion followed.

Moved by Hushebeck, seconded by de Freitas, to adopt Resolution No. 2568, accepting the Solar Array Project at the Town Wastewater Treatment Plant. Motion passed unanimously.

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Resolution No. 2569

At 12:28 p.m., Mayor Ghatan introduced discussion of draft Resolution No. 2569 concerning rental assistance. Administrator Wilson explained that the resolution authorizes the transfer of funds to the Business Rent Relief Grant Program. The program eligibility and selection process were described. No discussion followed.

Moved by Starr, seconded by Daniels, to adopt Resolution No. 2569, authorizing the Town Treasurer to allocate \$35,000 from the Town’s CARES grant to fund the Friday Harbor Business Rent Relief Grant Program. Motion passed unanimously.

Moved by Monin, seconded by Daniels, to appoint Councilmember Hushebeck to the selection committee. Motion passed unanimously.

COVID-19

At 12:37 p.m., Mayor Ghatan described pending COVID-19 related bills in the State Legislature. No discussion followed.

Emergency Generator

At 12:38 p.m., Mayor Ghatan introduced discussion of a budget request to purchase a new emergency generator at the Wastewater Treatment Plant. Administrator Wilson and Public Works Director Wayne Haeefe explained that the generator at the Water Treatment Plant is aged and requires additional maintenance. This budget expenditure was previously approved in the 2019 Town Budget, but the equipment was not purchased at the time and expenditure was not carried over into the 2020 Town Budget. The request includes adequate sizing to accommodate future facility improvements.

Moved by Hushebeck, seconded by Daniels, to approve the purchase request for a new emergency generator at the Water Treatment Plant. Motion passed unanimously.

Expanded Sidewalk Use

At 12:43 p.m., Mayor Ghatan introduced discussion of expanded sidewalk use for alfresco dining or other business-related uses during the COVID-19 pandemic. Administrator Wilson explained that Town is amiable to the concept, however our topography makes such a request difficult. Discussion followed regarding ADA compliance and safety. **Council consensus to consider any requests presented by the public.**

ADMINISTRATOR’S REPORT

At 1:02 p.m., Administrator Wilson presented the Town Council with an update of the following:

- Protective Equipment Grant – Discussion followed regarding whether to develop a grant program to help supply businesses with PPE in an amount of approximately \$50.00 per business. Council concurred that the program had potential, but right now it was “too little, too early.” **Council consensus to postpone to see how COVID-19 and flu season impacts the Town in Fall .**
- Harbor Street Crosswalk – **Council concurred with the installation of a crosswalk at the Harbor Street and Tucker Avenue intersection.**
- SJC Public Works Yard – Town submitted an offer to SJC for purchase of 1000 Guard Street.
- Visitors Bureau Amendment – An amendment was executed to the contract for tourism promotion services.

- 90 • Sales Tax – Revenues from sales tax are currently 25-30% below average.
- 91 • Employee furlough – Town is able to maintain current staffing levels.
- 92 • Memorial Park – The Dutch Elm was recently hit by a truck. The holiday lighting was damaged. The Elm
- 93 will recover.
- 94 • Fireworks – “Ambassadors” will be distributing masks for the fireworks.

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96 Mayor Ghatan commented and inquired about the following:
97 • Missing Mountain Road - The road is officially open to vehicular traffic.
98 • Radar Signage – Expanded use of radar signage was suggested.
99 • Argyle Avenue – Consensus to write a letter of support for the County’s installation of continued sidewalk
100 from the SJC Fairgrounds to Pear Point Road.
101 • Tourism – There have been anecdotal reports of visitors getting “harassed” because they are not local
102 residents (COVID-19).

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104 **PAYMENT OF CLAIMS**

105 Moved by Monin, seconded by Hushebeck, to approve payroll and claims as follows:
106 • Affirm the payment of Payroll Warrant Nos. 17266 through 17276, ACH Payment Nos. 16-18 and Direct
107 Deposit Run dated June 30, 2020 in the amount of \$339,081.49;
108 • Issuance of Treasurer Check Nos. 9940 through 9952 and electronic check in the amount of \$8,191.80;
109 and
110 • Approve the payment of Claim Warrant Nos. 46760 through 46799 in the amount of \$181,354.37.
111 Motion passed unanimously.

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113 **APPROVAL OF MINUTES**

114 Moved by Starr, seconded by de Freitas, to approve the minutes of **June 16, 2020 as submitted.** Motion passed
115 unanimously.

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117 **FUTURE AND NON-AGENDA ITEMS**

118 Councilmember Starr requested information regarding the Washington State Ferries Schedule. Jim Corenman,
119 FAC Chair will be invited for an update.

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121 **CITIZEN RESPONSE**

122 No citizen response was forthcoming.
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124 **ADJOURNMENT** – Hearing no further business and no objection, Mayor Ghatan adjourned the meeting at 1:53
125 p.m. The next regular meeting is scheduled for Thursday, July 16, 2020 at 12:00 p.m.

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

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