



SUMMARY OF THE MINUTES TOWN COUNCIL

Thursday, July 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; and Clerk, Amy Taylor.

FLAG SALUTE

Mayor Ghatan conducted the flag salute.

PUBLIC ACCESS TIME

No public access was forthcoming.

ACTION AND DISCUSSION ITEMS

H/M Funds – SJ Community Theatre

At 12:09 p.m., Mayor Ghatan introduced discussion of the request by the SJ Community Theatre to reallocate 2020 HM funding from promotional to operational expenses in order to mitigate COVID-19. Nathan Kessler-Jeffrey, Director, listed several steps that the Theatre has taken to mitigate their lack of revenues due to mandated shut down. Discussion followed regarding allowable uses of funding.

Moved by Starr, seconded by de Freitas, to authorize the reallocation contracted funding for operational expenses. Motion passed unanimously.

Washington State Ferries

At 12:21 p.m., Mayor Ghatan introduced Jim Corenman, SJC Ferry Advisory Committee Chair, to provide an update on Washington State Ferries. Mr. Corenman discussed how COVID-19 will continue to affect the System into year 2021. Sailings will likely remain on the Winter Schedule until next Spring; maintenance is backlogged; sailings are impacted by lack of staff (aging workforce); and budget constraints are compounded. Discussion followed regarding local sailings. The Mayor and Council thanked Mr. Corenman for his advocacy. No action was taken.

PUBLIC HEARING – Water Use Efficiency Goals

At 12:46 p.m., Mayor Ghatan opened the public hearing concerning Water Use Efficiency Goals (WUE). Administrator Wilson explained that Town is holding the hearing to provide an opportunity for customers to comment on WUE listed in the Water System Plan, Section 4.1. Current goals were described.

Mayor Ghatan opened the public input portion of the hearing. No audience members were present to comment. Hearing no testimony, Mayor Ghatan closed the public testimony portion of the hearing. No comments from the Council were forthcoming.

46 At 12:54 p.m., Mayor Ghatan closed the public hearing concerning Water Use Efficiency Goals. No action was
47 taken.

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49 Ordinance No. 1695

50 At 12:55 p.m., Mayor Ghatan introduced discussion of draft Ordinance No. 1695 concerning compactor rates for
51 refuse. Administrator Wilson explained that currently staff manually calculates compactor fees based on actual
52 tonnage and staffing. The purpose of the ordinance was to establish a formal rate schedule in FHMC. No
53 discussion followed.

54
55 **Moved by de Freitas, seconded by Starr, to adopt Ordinance No. 1695, amending portions of Chapter 13.28 FHMC**
56 **relating to refuse compactors and disposal rates. Motion passed unanimously.**

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58 Purchase Request – 2020 Ford Rangers

59 At 1:00 p.m., Mayor Ghatan introduced discussion of a purchase request for two new Ford Ranger pickups.
60 Administrator Wilson explained that the Water Department and Refuse Department both have older trucks with
61 issues that should be deemed surplus and replaced. No discussion followed.

62
63 **Moved by Starr, seconded by Hushebeck, to approve the quote in the amount of \$60,162.00, including sales tax,**
64 **for purchase of two 2020 Ford Ranger 4WD Pickups for the Water and Refuse departments. Motion passed**
65 **unanimously.**

66
67 Resolution No. 2570

68 At 1:06 p.m., Mayor Ghatan introduced discussion of draft Resolution No. 2570 concerning the WWTP Upgrade
69 Project. Administrator Wilson explained that Town had previously contracted with Wilson Engineering, but had a
70 need to solicit proposals due to the type of funding. No discussion followed.

71
72 **Moved by Starr, seconded by Monin, to adopt Resolution No. 2570, selecting Wilson Engineering for design of the**
73 **Wastewater Treatment Plant Upgrade Project. Motion passed unanimously.**

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75 Resolution No. 2571

76 At 1:10 p.m., Mayor Ghatan introduced discussion of draft Resolution No. 2571 concerning the Front Street
77 Boardwalk Project. Administrator Wilson explained that Gull Wing Construction submitted the low responsive
78 proposal of \$18,750 to install the curb and gutter on Front Street for the Boardwalk Project. No discussion
79 followed.

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81 **Moved by de Freitas, seconded by Starr, to adopt Resolution No. 2571, ratifying the agreement with Gull Wing**
82 **Construction for installation of curb and gutter on Front Street. Motion passed unanimously.**

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84 Resolution No. 2572

85 At 1:14 p.m., Mayor Ghatan introduced discussion of draft Resolution No. 2572 concerning a ROW encroachment
86 license on Front Street. Administrator Wilson explained that the long-term license designates allowable activities
87 by the Port of Friday Harbor in the Front Street ROW. No discussion followed.

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89 **Moved by Starr, seconded by de Freitas, to adopt Resolution No. 2572, authorizing the Mayor to execute an**
90 **encroachment license with the Port of Friday Harbor for a portion of opened right-of-way on Front Street**
91 **adjacent to Fairweather Park. Motion passed unanimously.**

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ADMINISTRATOR’S REPORT

At 1:16 p.m., Administrator Wilson presented the Town Council with an update of the following:

- Budget Requests – A call for 2021 Town Budget Requests has been issued.
- Intermodal Study – The Town is jointly funding a study with the EDC and Port to determine the impacts if the Sidney, BC run is cancelled.
- Second Street – Fog seal is scheduled July 27, 2020.
- Plastic Bag Ban – The new legislation goes into effect January 2021.
- Water System Plan – The first meeting with Engineers is scheduled July 17, 2020.
- Solar Array – The project continues to be a success.
- Warbass Statue – The sculpture is scheduled for delivery the first week of August 2020.
- Crack Seal Machine – Town has purchased a machine for crack sealing pavement.
- Dutch Elm – The lighting at Memorial Park is repaired. The invoice will be paid by the trucking company that damaged the tree.
- Radar signage – The signs cost \$1,700 each and will be place at major transition points entering Town.

PAYMENT OF CLAIMS

Moved by de Freitas, seconded by Hushebeck, to approve the payment of Claim Warrant Nos. 46800 through 46850 and electronic transfers in the amount of \$279,457.55. Motion passed unanimously.

APPROVAL OF MINUTES

Moved by de Freitas, seconded by Hushebeck, to approve the minutes of **July 2, 2020 as submitted**. Motion passed unanimously.

FUTURE AND NON-AGENDA ITEMS

Mayor Ghatan inquired about requests by business owners for use of sidewalk. Administrator Wilson stated that there were no new requests.

Councilmember Hushebeck inquired about the 14 applications for business rental assistance.

CITIZEN RESPONSE

No citizen response was forthcoming.

ADJOURNMENT – Hearing no further business and no objection, Mayor Ghatan adjourned the meeting at 1:39 p.m. The next regular meeting is scheduled for Thursday, August 5, 2020 at 12:00 p.m.

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