



SUMMARY OF THE MINUTES TOWN COUNCIL

Thursday, January 7, 2021 – 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

Ryan Ericson, CDPD Director, introduced himself to the Council. The Mayor and Council welcomed Mr. Ericson.

ACTION AND DISCUSSION ITEMS

Proposal – Visitors Bureau

At 12:07 p.m., Mayor Ghatan introduced discussion of the Winter Romance Campaign by the Visitors Bureau. Deborah Hoskinson, Executive Director for the Visitors Bureau explained that the goal is to repurpose the current Holiday Gift Guide into a Valentine Gift Guide, to entice people to purchase a “gift of the island” for future travel, lodging, dining, etc. in 2021. Discussion followed.

Moved by Monin, seconded by Hushebeck, to approve the Winter Romance Campaign. Motion passed unanimously.

Historical Preservation Report

At 12:34 p.m., Mayor Ghatan introduced Sandy Strehlou, Historical Preservation Coordinator, to provide a quarterly update. Ms. Strehlou reported on the historical building inventory and current projects. The Mayor thanked Ms. Strehlou. No action was taken.

Systems Administration Report

At 12:54 p.m., Mayor Ghatan introduced Mike Greene, Systems Administrator, to provide an update. Mr. Greene reported listed in-progress and completed projects for year 2020. The Mayor thanked Mr. Greene. No action was taken.

Resolution No. 2607

At 1:01 p.m., Mayor Ghatan introduced discussion of draft Resolution No. 2607 concerning the FH Landfill. The resolution authorizes annual landfill monitoring for 2021. No discussion followed.

Moved by Monin, seconded by de Freitas, to adopt Resolution No. 2607, authorizing the Mayor to execute an agreement with SCS Engineers for 2021 groundwater monitoring program services at the Friday Harbor Landfill. Motion passed unanimously.

47 Ordinance No. 1708

48 At 1:03 p.m., Mayor Ghatan introduced discussion of draft Ordinance No. 1708 setting the salary for the newly
49 hired Community Development and Planning Director. Administrator Wilson explained that the position was
50 vacant at the time of passing Ordinance 1707. No discussion followed.

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52 **Moved by de Freitas, seconded by Starr, to adopt Ordinance No. 1708, fixing the salary for the position of CDPD
53 Director and amending Ordinance No. 1707. Motion passed unanimously.**

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55 Sidewalk Improvements – 105 Spring Street

56 At 1:04 p.m., Mayor Ghatan introduced discussion of sidewalk improvements at the corner of Spring and First
57 Street near Coldwell Banker. Administrator Wilson explained that the corner is in need of repair. Discussion
58 followed regarding the dimensions for buildout. **Council consensus to proceed with engineering and providing a
59 cost estimate for sidewalk improvements.**

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61 Pedestrian Guardrail – 305 Argyle Avenue

62 At 1:07 p.m., Mayor Ghatan introduced discussion of installing a pedestrian guardrail near the Spring Street
63 roundabout. Administrator Wilson presented updated cost estimates. Discussion followed regarding the size,
64 material and finish. **Council consensus to purchase a powder-coated steel rail.**

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66 **ADMINISTRATOR’S REPORT**

67 At 1:10 p.m., Administrator Wilson presented the Town Council with an update of the following:

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- 69 • Finance Director Retirement – Treasurer Wilson announced that she would be retiring effective May 7,
70 2021. The Mayor and Council congratulated Ms. Wilson. Mr. Wilson explained next steps.
 - 71 • Mullis Street Project – The Project is out to bid.
 - 72 • Capital Improvement Plan – The plan is being updated. Projects were shifted due to Covid-19.
 - 73 • Water Franchise Agreement – SJC will forward a draft in January.
 - 74 • Water Transmission Line – The valve replacement project turned out to be more complicated than
75 anticipated. Town will need to contract for repairs.
 - 76 • Covid-19 Vaccines – SJC received about 800 vaccinations. Town will emphasize to the Health Department
77 that Town Utility Workers, such as the Sewer Plant Operators, are essential and should be included in
78 Group 1C.
 - 79 • FH Labs – The Labs are producing excessive sewage due to infiltration. Town will begin working on an
80 agreement to adjust the rates.
 - 81 • Elsworth Project – The Grange will be required to reclaim the contaminated soil removed from the site.
 - 82 • Port of Friday Harbor – A tree fell on a vehicle near Franklin Drive. The liability is on the Port of Friday
83 Harbor.
 - 84 • Radio Water Meters – 40 meters have been replaced for the pilot study.
 - 85 • Fire Annexation – The Council will be presented language for fire annexation.
 - 86 • West Street – Sidewalk panels are beginning to raise due to trees. A pedestrian was injured from a trip
87 and fall. Town will present an estimate for repairs.
 - 88 • PW Yard – The property is on schedule to close in April 2021.
- 89

90 **PAYMENT OF CLAIMS**

91 Moved by de Freitas, seconded by Monin, to approve the issuance of Claim Warrant Nos. 47381 through 47432 &
92 EFT 1-2 dated January 7, 2021 in the amount of \$267,842.43; and affirm the issuance of Payroll Warrant Nos.
93 17320 through 17330, ACH 34 through 36 and Direct Deposit Run dated December 31, 2021 in the amount of
94 \$341,984.33. Motion passed unanimously.

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97 **APPROVAL OF MINUTES**
98 Moved by de Freitas, seconded by Hushebeck, to approve the minutes of **December 17, 2020 as submitted.**
99 Motion passed unanimously.

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101 **FUTURE AND NON-AGENDA ITEMS**
102 An update was provided regarding utility billing.

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104 **CITIZEN RESPONSE**
105 No citizen response was forthcoming.

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107 **ADJOURNMENT** – Hearing no further business and no objection, Mayor Ghatan adjourned the meeting at 2:01
108 p.m. The next regular meeting is scheduled for Thursday, January 21, 2021 at 12:00 p.m.

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