



SUMMARY OF THE MINUTES TOWN COUNCIL

Thursday, April 15, 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

Deborah Hoskinson, Visitors Bureau Director, updated the Council on the upcoming Spring marketing campaign.

ACTION AND DISCUSSION ITEMS

Arbor Day Proclamation

At 12:05 p.m., Mayor Ghatan proclaimed April 15, 2021 Arbor Day in Friday Harbor and announced the winners of the Arbor Day Poster Contest for Grades K-5.

Economic Development Council

At 12:06 p.m., Mayor Ghatan invited Victoria Compton, EDC Director to make a presentation. Ms. Compton provided an update on local Covid-19 recovery and the trades program. Administrator Wilson noted the inclusion of hospitality training in the upcoming curriculum. No discussion followed.

Spring Street Sewer Stormwater Replacement Project

At 12:35 p.m., Mayor Ghatan introduced Wayne Haeefe, PW Director, to provide an update on the Spring Street Sewer Stormwater Replacement Project. Director Haeefe indicated that the evening work was progressing with few conflicts. Director Haeefe recommended replacement of certain sewer laterals and a portion of existing sidewalk. **Council consensus to proceed with the work and present a change order.**

FH Urban Growth Area

At 12:52 p.m., Mayor Ghatan introduced discussion of the County's memo for SJC Comprehensive Plan review of land use requests and proposals for certain parcels to be included in the new Friday Harbor Urban Growth Area. Ryan Ericson, CDPD Director, presented the memo and described parcels that would be included in the FHUGA. Discussion followed regarding the area located south of Town near Argyle Avenue. **Council consensus of non-opposition to the proposed 2021 Friday Harbor Urban Growth Area.**

Community Development Update

At 12:55 p.m., Ryan Ericson, CDPD Director provided an update on recent work of the department and Planning Commission. Topics included the Critical Areas Ordinance, Browne's Nursery and other ordinance updates. No action was taken.

- 47
48 Rezone Application No. 75
49 At 1:17 p.m., Mayor Ghatan introduced discussion of the Findings of Fact and Conclusions of Law for Rezone
50 Application No. 75. Ryan Ericson, CDPD Director presented the FFCOL. No discussion followed.
51
52 **Moved by de Freitas, seconded by Hushebeck, to adopt the FFCOL for Rezone Application No. 75. Motion passed**
53 **unanimously.**
54
55 Ordinance No. 1717
56 **Moved by de Freitas, seconded by Monin, to adopt Ordinance No. 1717, amending the Zoning Designation Map**
57 **and approving Rezone Application No. 75 . Motion passed unanimously.**
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59 SJC Housing Commission
60 At 1:25 p.m., Mayor Ghatan provided an update on the work of the SJC Housing Commission. No discussion
61 followed. No action was taken.
62
63 Stormwater Redemption Bonds
64 At 1:28 p.m., Mayor Ghatan introduced discussion of the stormwater redemption bond. Administrator Wilson
65 and Treasurer Wilson explained that \$355,000 is currently owed and the Town currently has the funds to pay off
66 the interest-bearing account. Discussion followed. **Council consensus to proceed with paying off and retiring the**
67 **account.**
68
69 Resolution No. 2633
70 At 1:34 p.m., Mayor Ghatan introduced discussion of draft Resolution No. 2633 concerning installation of fiber
71 optic conduit between Town facilities. Mike Greene, Systems Administrator, explained that after evaluation the
72 bid would likely cost approximately \$100,000 due to prevailing wage laws. No discussion followed.
73
74 **Moved by de Freitas, seconded by Monin, to adopt Resolution No. 2633, awarding a bid for the Fiber Optic**
75 **Conduit Installation Project to Kings Excavating. Motion passed unanimously.**
76
77 Resolution No. 2635
78 At 1:41 p.m., Mayor Ghatan introduced discussion of draft Resolution No. 2635 concerning a policy for employee
79 recognition and retirement. Town does not currently have an established policy. No discussion followed.
80
81 **Moved by Hushebeck, seconded by Starr, to adopt Resolution No. 2635, establishing a policy for employee**
82 **recognition and retirement programs. Motion passed unanimously.**
83
84 Resolution No. 2636
85 At 1:42 p.m., Mayor Ghatan introduced discussion of draft Resolution No. 2636 accepting the SJ Valley Road
86 Water Valve Replacement Project. Administrator Wilson explained that the project has been completed and
87 reconciled. No discussion followed.
88
89 **Moved by Monin, seconded by de Freitas, to adopt Resolution No. 2636, accepting the SJ Valley Road Water Valve**
90 **Replacement Project. Motion passed unanimously.**
91
92 Ordinance No. 1716
93 At 1:43 p.m., Mayor Ghatan introduced discussion of draft Ordinance No. 1716, fixing salary for the Town Finance
94 Director. Administrator Wilson presented the salary ordinance. No discussion followed.
95
96 **Moved by Starr, seconded by de Freitas, to adopt Ordinance No. 1716, fixing salary for the Town Finance Director.**
97 **Motion passed unanimously.**

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99

100 **ADMINISTRATOR’S REPORT**

101 At 1:45 p.m., Administrator Wilson presented the Town Council with an update of the following:

- 102
- 103 • Mullis Street Improvement Project – Cement treated base is complete. Asphalt is scheduled the week of
 - 104 April 19th.
 - 105 • Special April 27th Election – The special election for the annexation is coming up.
 - 106 • Fourth of July Holiday Weekend – Fireworks are scheduled however the parade is undetermined at this
 - 107 point in time.
 - 108 • Covid-19 – Several staff are under quarantine following an off-island school sports event.
 - 109 • CIP / 6YTIP – Town will present the draft documents in May.
 - 110 • 1000 Guard Street – The property transaction is nearly complete.
 - 111 • Nuisance Waste – An ordinance will be presented to address loose animal waste in trash.
 - 112 • Graduation Banners – Class banners for 2021 have been ordered.
- 113

114 **PAYMENT OF CLAIMS**

115 Moved by Monin, seconded by Starr, to approve claims and warrants as stated below. Motion passed

116 unanimously.

117

118 Presented at Council Meeting: April 15, 2021

119

120 Approval of 2021 Claim Warrants

- 121 • Warrant Number: 47719-47775 and EFT 1-2
 - 122 • Amount: \$137,013.46
 - 123 • Dated: 04/15/2021
- 124

125 Approval of 2021 Pre-Write Claim Warrant

- 126 • Warrant Number: 47718
 - 127 • Amount: \$9,600.00
 - 128 • Dated: 04/07/2021
- 129

130 **APPROVAL OF MINUTES**

131 The approval of the minutes of April 1, 2021 were postponed until May 6, 2021.

132

133 **FUTURE AND NON-AGENDA ITEMS**

134 Councilmember Hushebeck requested that evaluating the current ordinance for vacation rental.

135

136 **CITIZEN RESPONSE**

137 No citizen response was forthcoming.

138

139 **ADJOURNMENT** – Hearing no further business and no objection, Mayor Ghatan adjourned the meeting at 2:02

140 p.m. The next regular meeting is scheduled for Thursday, May 6, 2021 at 12:00 p.m.

141

142 * * * * *

143 **These minutes were approved by motion of the Town Council . The original document is retained by the Clerk in**

144 **the Town Council’s permanent records. Attest: Amy Taylor, Town of Friday Harbor Clerk**