



SUMMARY OF THE MINUTES TOWN COUNCIL

Thursday, June 3, 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).

Mayor, Farhad Ghatan; Town Administrator, Duncan Wilson; Finance Director, Bethany Berry; and Clerk, Amy Taylor.

FLAG SALUTE

Mayor Ghatan conducted the flag salute.

PUBLIC ACCESS TIME

Nancy Jones, 255 Harrison Street, complimented the Streets Crew, especially Allan Brown, for their hard work in keeping the Town looking clean.

PUBLIC HEARING

Six Year Transportation Improvement Plan

At 12:04 p.m., Mayor Ghatan opened the public hearing for consideration of the Six Year Transportation Improvement Plan for years 2022-2027. Administrator Wilson outlined projects listed on the plan. Mayor Ghatan opened the hearing for public comment. Hearing none, Mayor Ghatan closed the public hearing. No discussion followed.

Resolution No. 2644

Moved by Hushebeck, seconded by Monin, to adopt Resolution No. 2644, providing for a Six Year Transportation Improvement Plan for years 2022-2027. Motion passed unanimously.

ACTION AND DISCUSSION ITEMS

Critical Areas Ordinance - FFCOL

At 12:07 p.m., Mayor Ghatan introduced discussion of Findings of Fact and Conclusions of Law by the Planning Commission regarding the 2021 Critical Areas Ordinance Update. CDPD Director Ryan Erickson summarized findings. No discussion followed.

Moved by Hushebeck, seconded by de Freitas, to adopt Findings of Fact, Conclusions of Law and Recommendation by the Planning Commission for the 2021 Critical Areas Ordinance Update. Motion passed unanimously.

Ordinance No. 1720

At 12:13 p.m., Mayor Ghatan introduced discussion of draft Ordinance No. 1720 regarding updates to the Critical Areas Ordinance. CDPD Director Ryan Erickson summarized the process. No discussion followed.

Moved by de Freitas, seconded by Hushebeck, to adopt Ordinance No. 1720, adopting Critical Areas Ordinance updates for the Town of Friday Harbor. Motion passed unanimously.

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Ordinance No. 1721

At 12:14 p.m., Mayor Ghatan introduced discussion of draft Ordinance No. 1721 concerning accessory dwelling units. CDPD Director Ryan Ericson explained that the intent of the interim ordinance is to provide for limited attached accessory dwelling units while the Planning Commission develops long-term regulations in the upcoming months. Discussion followed regarding illegal dwellings and submetering of new ADUs. Council consensus to remove the requirement of submetering attached accessory dwelling units and other ordinance language.

Moved by Starr, seconded by de Freitas, to adopt Interim Ordinance No. 1721, as revised, adopting interim zoning development regulations for converting existing structures to attached accessory dwelling units. Motion passed unanimously.

Ordinance No. 1722

At 12:44 p.m., Mayor Ghatan introduced discussion of draft Ordinance No. 1722 concerning binding site plans. CDPD Director Ryan Ericson explained the benefits of utilizing a binding site plan procedure. A binding site plan is an alternative land division procedure to the plat, subdivision and dedication procedures. The Planning Commission has been with developing permanent procedures. Discussion followed regarding the ability to condominiumized under binding site plans.

Moved by de Freitas, seconded by Starr, to adopt Interim Ordinance No. 1722, adopting procedures for the divisions of land by use of a binding site plan as an alternative to procedures for plats, subdivision and dedication. Motion passed unanimously.

Shoreline Master Plan

At 12:51 p.m., Mayor Ghatan introduced discussion of the Shoreline Master Plan. CDPD Director Ryan Ericson provided an update on the Planning Commission’s progress. No discussion followed. No action was taken.

ADMINISTRATOR’S REPORT

At 12:53 p.m., Administrator Wilson presented the Town Council with an update of the following:

- First Street Pocket Park – No bids were received for the First Street Pocket Park. Town will rebid the project in August.
- Parade – The SJI Chamber is attempting to organize a parade for Fourth of July.
- Town Crew – The Water and Sewer Department are experiencing staffing issues. Administrator is attempting to restructure.

PAYMENT OF CLAIMS

Moved by Monin, seconded by de Freitas, to affirm the payment of Payroll Warrants and approve Claim Warrants and Treasurer Checks as enumerated below. Motion passed unanimously.

Presented at Council Meeting: June 3, 2021

Approval of 2021 Claim Warrants

- Warrant Number: 47898-47941
- ACH Number:
- Amount: \$552,873.83
- Dated: 06/03/21

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Approval of May 2021 Payroll Warrants

- Warrant Number: 17373-17382 and 5/31/21 Deposit Run
- ACH Number: 50-52
- Amount: \$374,048.52
- Dated: 05/31/21

Approval of May 2021 Treasurer Checks

- Warrant Number: 10078-10080 and 10112-10122
- Amount: \$202,999.98
- ACH Payments: 2
- Dated: May 2021

APPROVAL OF MINUTES

Moved by Starr, seconded by de Freitas, to approve the minutes of May 20, 2021 as submitted. Motion passed unanimously.

FUTURE AND NON-AGENDA ITEMS

No future agenda items were forthcoming.

CITIZEN RESPONSE

No citizen response was forthcoming.

EXECUTIVE SESSION

At 1:05 p.m., Mayor Ghatan announced that the Council would be holding an executive session regarding qualifications for public employment in accordance with the provisions of RCW 42.30.110(1)(g); which was estimated to last 20 minutes. Participants: Town Council, Mayor Ghatan and Administrator Wilson. The session ended at 1:25 p.m. for an actual session time of 20 minutes. No actions were taken following executive session.

ADJOURNMENT – Hearing no further business and no objection, Mayor Ghatan adjourned the meeting at 1:26 p.m. The next regular meeting is scheduled for Thursday, June 17, 2021 at 12:00 p.m.

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