



SUMMARY OF THE MINUTES TOWN COUNCIL

Thursday, August 5, 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), Tim Daniels (Position No. 4) and Barbara Starr (Position No. 5). Anna Maria de Freitas (Position No. 3) was absent.

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

Council excused the absence of Councilmember de Freitas.

FLAG SALUTE

Mayor Ghatan conducted the flag salute.

PUBLIC ACCESS TIME

No public access was forthcoming.

ACTION AND DISCUSSION ITEMS

Resolution No. 2655

At 12:05 p.m., Mayor Ghatan introduced discussion of Resolution No. 2655 concerning use of ARPA funding for Family Resource Center programs. FRC Director Jennifer Armstrong described the income-based programs for “Access to Behavioral Health Counseling”, “Peer Support Counseling”, and “Island Neighbors Support for Vulnerable Islanders”. Discussion followed regarding other issues related to the on-going pandemic and coordination with other agencies.

Moved by Hushebeck, seconded by Starr, to adopt Resolution No. 2655, allocating American Rescue Plan Act funding to the Family Resource Center for programs to support residents experiencing behavioral health challenges due to the Covid-19 pandemic. Motion passed 4-0 with de Freitas absent.

Resolution No. 2656

At 12:19 p.m., Mayor Ghatan introduced discussion of Resolution No. 2656 concerning temporary procedures to respond to the pandemic. Administrator Wilson explained that the Resolution revokes the emergency powers granted pursuant to Resolution 2544. No discussion followed.

Moved by Starr, seconded by Hushebeck, to adopt Resolution No. 2656, revoking temporary procedures to respond to the Covid-19 pandemic. Motion passed 4-0 with de Freitas absent.

Resolution No. 2657

At 12:23 p.m., Mayor Ghatan introduced discussion of Resolution NO. 2657 concerning a bill of sale for sidewalk improvements. Administrator Wilson explained that Hamilton Ranch Apartments, has installed sidewalk frontage improvements to the public right-of-way located on Grover Street across from the ballfields. No discussion followed.

47 **Moved by Monin, seconded by Hushebeck, to adopt Resolution No. 2657, accepting the bill of sale from Hamilton**
48 **Ranch Apartments, LLC . Motion passed 4-0 with de Freitas absent.**

49
50 Resolution No. 2658

51 At 12:24 p.m., Mayor Ghatan introduced discussion of draft Resolution No. 2658 concerning claims analysis
52 services for the Tucker Avenue Reconstruction Project, Phase 2. Administrator Wilson explained that the budget
53 for Stewart Consulting is depleted. Amendment No. 2 in the amount of \$7,500 will extend the budget through the
54 trial date. No discussion followed.

55
56 **Moved by Hushebeck, seconded by Monin, to adopt Resolution No. 2658, authorizing Amendment No. 2 to the**
57 **agreement with Stewart Consulting, LLC for claims analysis services for the Tucker Avenue Reconstruction Project,**
58 **Phase 2. Motion passed 4-0 with de Freitas absent.**

59
60 Resolution No. 2659

61 At 12:29 p.m., Mayor Ghatan introduced discussion of draft Resolution No. 2659 concerning the First Street
62 Pocket Park. Administrator Wilson explained that the low bid submitted lacked the necessary bid bond to be
63 responsive and the high bid exceeded the engineering estimate for the value of work being proposed. The
64 recommendation is to reject all bids and rebid the project. No discussion followed.

65
66 **Moved by Starr, seconded by Hushebeck, to adopt Resolution No. 2659, rejecting bids for installation of a pocket**
67 **park at the intersection of First and Court Streets. Motion passed 4-0 with de Freitas absent.**

68
69 Resolution No. 2660

70 At 12:31 p.m., Mayor Ghatan introduced discussion of draft Resolution No. 2660 concerning Trout Lake Road.
71 Administrator Wilson explained that Mike Carlson Enterprises submitted a time and materials bid for up to
72 \$42,529.60. Discussion followed regarding the previous bid proposal withdrawn by MEM Enterprises (March
73 2021).

74
75 **Moved by Hushebeck, seconded by Starr, to adopt Resolution No. 2661, awarding the bid and authorizing the**
76 **Mayor to execute a contract for the construction of road improvements in the Trout Lake Watershed. Motion**
77 **passed 4-0 with de Freitas absent.**

78
79 **ADMINISTRATOR’S REPORT**

80 At 12:36 p.m., Administrator Wilson presented the Town Council with an update of the following:

- 81 • SC Johnson – The curbside recycling program is scheduled to begin October 1, 2021.
- 82 • WWTP Sewer Outfall Project – The project is out to bid.
- 83 • WTP – The SCADA equipment is malfunctioning causing staffing issues and filter is not flushing properly
84 causing volume issues.
- 85 • Town Broadband Proposal – Town may ARPA use the funding on project.
- 86 • Public Works Yard – SJC is requesting an additional six-month lease to vacate the yard.
- 87 • RV Station – Town has reopened the station.
- 88 • EV Policy – Town is researching fleet replacement.

89
90 **PAYMENT OF CLAIMS**

91 Moved by Monin, seconded by Hushebeck, to affirm the payment of Payroll Warrants and approve the payment
92 of Claim Warrants as enumerated below. Motion passed 4-0 with de Freitas absent.

93

- 94
95 Approval of 2021 Claim Warrants
96 • Warrant Number: 48060
97 • ACH Number:
98 • Amount: \$241,019.15
99 • Dated: 08/05/21

- 100
101 Approval of July 2021 Payroll Warrants
102 • Warrant Number: 17396-17406
103 • ACH Number: 57-59
104 • Amount: \$ 341,348.69
105 • Dated: 07/31/21

- 106
107 Approval of MONTH 2021 Treasurer Checks
108 • Warrant Number: 10131-10142
109 • ACH Payments: 1
110 • Amount: \$ 13,549.18
111 • Dated: July 2021

- 112
113 Approval of 2021 Claim Warrants- Batch 2
114 • Warrant Number: 48123-48124
115 • ACH Number:
116 • Amount: \$15,000
117 • Dated: 08/05/21

118
119 **APPROVAL OF MINUTES**

120 Moved by Starr, seconded by Hushebeck, to approve the minutes of July 15, 2021. Motion passed 4-0 with de
121 Freitas absent.

122
123 **FUTURE AND NON-AGENDA ITEMS**

124 Future discussion items include an electric vehicle policy and micro-housing (dorm style community).

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126 **CITIZEN RESPONSE**

127 No citizen response was forthcoming.

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129 **ADJOURNMENT** – Hearing no further business and no objection, Mayor Ghatan adjourned the meeting at 1:35
130 p.m. The next regular meeting is scheduled for Thursday, August 19, 2021, 2021 at 12:00 p.m.

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132 * * * * *

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