



SUMMARY OF THE MINUTES TOWN COUNCIL

Thursday, August 19, 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.

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

EXCUSED ABSENCE

The Council unanimously excused the absence of Councilmember de Freitas. Councilmember Monin was excused from session early due to an emergency.

FLAG SALUTE

Mayor Ghatan conducted the flag salute.

PUBLIC ACCESS TIME

No public access was forthcoming.

ACTION AND DISCUSSION ITEMS

Resolution No. 2661

At 12:01 p.m., Mayor Ghatan introduced discussion of draft Resolution No. 2661 concerning the annual cold weather shelter program. The United Way of San Juan County is requesting \$2,000 of reimbursable funding to assist the program from November 2021 through March 2022. Discussion followed regarding Covid-19 precautions and adequate funding.

Moved by Starr, seconded by Hushebeck, to adopt Resolution No. 2661, authorizing a grant agreement with the United Way of San Juan County for 2021-2022 Cold Weather Shelter Program. Motion passed 4-0 with de Freitas absent.

Blair Avenue Mural Project

At 12:09 p.m., Mayor Ghatan introduced discussion of the Blair Avenue Mural Project. Administrator Wilson explained that the Artists submitted a request for reimbursement for unanticipated conditions. Discussion followed regarding the condition of the wall and expanded project area.

Moved by Hushebeck, seconded by Starr, to approve the Change Order Request and reimburse the Artists \$1,000 for additional labor and materials. Motion passed 4-0 with de Freitas absent. [Clerk's Note: From Administrator's Report - Council consensus to fund the request 50/50 between the FHAC and LTAC.]

44 Resolution No. 2663

45 At 12:18 p.m., Mayor Ghatan introduced discussion of draft Resolution No. 2663 regarding the WWTP Solar Array
46 Project. Administrator Wilson explained that the amendment was administrative in nature. The Department of
47 Commerce is reconciling final grant documentation for the project. No discussion followed.

48
49 **Moved by Starr, seconded by Hushebeck, to adopt Resolution No. 2663, accepting Amendment A reconciling the**
50 **Energy Retrofit Grant (No. 19-92501-004) with the Department of Commerce for the solar array project at the**
51 **Wastewater Treatment Plant. Motion passed 3-0 with Monin and de Freitas absent.**

52

53 Resolution No. 2664

54 At 12:21 p.m., Mayor Ghatan introduced discussion of draft Resolution No. 2664 regarding the Spring Street
55 Pedestrian Improvement Project. Project Manager Pedro Mena explained that the Change Order reconciles
56 quantities. No discussion followed.

57
58 **Moved by Hushebeck, seconded by Starr, to adopt Resolution No. 2664, authorizing Change Order No. 1 and**
59 **accepting the 2021 Spring Street Pedestrian Improvement Project. Motion passed 3-0 with Monin and de Freitas**
60 **absent.**

61

62 Resolution No. 2665

63 At 12:24 p.m., Mayor Ghatan introduced discussion of draft Resolution No. 2665 regarding the First Street Pocket
64 Park. Administrator Wilson explained that Gull Wing Construction submitted the lowest responsive bid. No
65 discussion followed.

66
67 **Moved by Starr, seconded by Hushebeck, to adopt Resolution No. 2665, awarding a bid and authorizing the**
68 **Mayor to execute construction documents with Gull Wing Construction, LLC for installation of the First Street**
69 **Pocket Park. Motion passed 3-0 with Monin and de Freitas absent.**

70

71 Resolution No. 2666

72 At 12:27 p.m., Mayor Ghatan introduced discussion of draft Resolution No. 2666 regarding the WWTP Outfall
73 Improvements. Public Works Director Wayne Haefele explained that the construction management tasks
74 authorized by the Amendment were necessary due to the extensive nature of daily inspection for the project.
75 Discussion followed regarding the scope of work.

76
77 **Moved by Hushebeck, seconded by Starr, to adopt Resolution No. 2666, authorizing the Mayor to execute**
78 **Amendment No. 3 to the agreement with Wilson Engineering to design WWTP Outfall Improvements. Motion**
79 **passed 3-0 with Monin and de Freitas absent.**

80

81 Harrison Sewer Replacement Project

82 At 12:32 p.m., Mayor Ghatan introduced discussion of the Harrison Street Sewer Main Replacement Project.
83 Project Manager Pedro Mena explained that the project is designed and requested authorization to call for bids
84 for construction. No discussion followed.

85

86 **Moved by Hushebeck, seconded by Starr, to direct Public Works to issue a call for bids for the Harrison Street**
87 **Sewer Main Replacement Project. Motion passed 3-0 with Monin and de Freitas absent.**

88

89 Town Fee Schedule

90 At 12:36 p.m., Mayor Ghatan introduced discussion of the 2021 Town Fee Schedule. Administrator Wilson
91 explained that recent increases for SJC Auditor recording fees necessitate passing fees along to the parcel owners.
92 The Affordable Housing for All Surcharge, effective July 2021, added a minimum \$100 charge per document
93 recorded through SJC. Discussion followed regarding the purpose of fee increases.

94
95 **Moved by Hushebeck, seconded by Starr, to adopt the Town Fee Schedule effective September 1, 2021. Motion**
96 **passed 3-0 with Monin and de Freitas absent.**

97
98 Ordinance No. 1728

99 At 12:40 p.m., Mayor Ghatan introduced discussion of draft Ordinance No. 1728 concerning the RV dump station.
100 Administrator Wilson explained that the Ordinance sets the \$20 per use fee. No discussion followed.

101
102 **Moved by Starr, seconded by Hushebeck, to adopt Ordinance No. 1728, adding a new section to Chapter 13.21**
103 **FHMC concerning septage station use charges. Motion passed 3-0 with Monin and de Freitas absent.**

104
105 FFCOL

106 At 12:43 p.m., Mayor Ghatan introduced discussion of Finding of Fact and Conclusions of Law by the Planning
107 Commission. CDPD Director Ryan Erikson presented the Planning Commission’s findings regarding proposed
108 ordinances for accessory dwelling units, binding site plans and shoreline master program. No discussion followed.

109
110 **Moved by Starr, seconded by Hushebeck, to adopt Findings of Fact, Conclusions of Law and Recommendation by**
111 **the Planning Commission for draft Ordinance Nos. 1729, 1730 and 1731. Motion passed 3-0 with Monin and de**
112 **Freitas absent.**

113
114 Ordinance No. 1729

115 At 12:46 p.m., Mayor Ghatan introduced discussion of draft Ordinance No. 1729 concerning attached accessory
116 dwelling units. CDPD Director Ryan Erikson explained that the language replaces the current interim ordinance.
117 Discussion followed regarding allowable size, lack of consistency with SJCC thresholds for size and transient
118 rentals.

119
120 **Moved by Starr, seconded by Hushebeck, to adopt Ordinance No. 1729, relating to Land Use and Zoning, adopting**
121 **zoning development regulations for accessory dwelling units attached to primary structures and amending**
122 **definitions in Chapter 17.08. Motion passed 2-1 with Daniels opposed and Monin and de Freitas absent.**

123
124 Ordinance No. 1730

125 At 1:01 p.m., Mayor Ghatan introduced discussion of draft Ordinance No. 1730 concerning binding site plan
126 regulations. CDPD Director Ryan Erikson explained that the language replaces the current interim ordinance. No
127 discussion followed.

128
129 **Moved by Starr, seconded by Hushebeck, to adopt Ordinance No. 1730, adopting procedures for the divisions of**
130 **land by use of a binding site plan as an alternative to procedures in RCW 58.17 Plats – Subdivision – Dedication.**
131 **Motion passed 3-0 with Monin and de Freitas absent.**

132
133 Ordinance No. 1731

134 At 1:04 p.m., Mayor Ghatan introduced discussion of draft Ordinance No. 1731 concerning Shoreline Master Plan
135 updates. CDPD Director Ryan Erikson explained the Town has completed the necessary process for updates. No
136 discussion followed.

137

138 **Moved by Hushebeck, seconded by Starr, to adopt Ordinance No. 1731, adopting a Shoreline Master Program,**
139 **and repealing Chapter 19.04 of the Town of Friday Harbor Municipal Code and adopting a substitute Chapter**
140 **19.04 in its place. Motion passed 3-0 with Monin and de Freitas absent.**

141
142 Spring Street Rain Garden

143 At 1:09 p.m., Mayor Ghatan introduced discussion of the Spring Street Rain Garden. Administrator Wilson
144 explained that the current plants are dying. Discussion followed regarding the available options. **Council**
145 **consensus to replant the rain garden and authorize staffing to water in appropriate months with the Town truck.**

146
147 **ADMINISTRATOR’S REPORT**

148 At 1:20 p.m., Administrator Wilson presented the Town Council with an update of the following:

- 149
- 150 • Council Chambers
 - 151 • First Street Pocket Park
 - 152 • Coldwell Banker Repairs
 - 153 • Street Sweeper
 - 154 • Sewer Outfall Replacement Project
 - 155 • Water Treatment Plant - SCADA Monitoring
 - 156 • Curbside Plastic Recycling
 - 157 • RV Dump
 - 158 • GAC Carbon
 - 159 • 160 West Street
 - 160 • ARPA Funding Request

161
162 **PAYMENT OF CLAIMS**

163 Moved by Starr, seconded by Hushebeck, approve the payment of Claims as presented below. Motion passed 3-0
164 with Monin and de Freitas absent.

165
166 Presented at Council Meeting: August 19, 2021

167 Approval of 2021 Claim Warrants

- 168 • Warrant Number: 48125-48177
- 169 • ACH Number: EFT 1-2
- 170 • Amount: \$185,465.40
- 171 • Dated: 08/19/21

172
173
174 **APPROVAL OF MINUTES**

175 Moved by Starr, seconded by Hushebeck, to approve the minutes of August 5, 2021 as submitted. Motion passed
176 3-0 with Monin and de Freitas absent.

177
178 **FUTURE AND NON-AGENDA ITEMS**

179 Mayor Ghatan will include continued discussion of attached and detached accessory dwelling units on future
180 agendas.

181
182 **CITIZEN RESPONSE**

183 No citizen response was forthcoming.

184
185 **ADJOURNMENT** – Hearing no further business and no objection, Mayor Ghatan adjourned the meeting at 1:45
186 p.m. The next regular meeting is scheduled for Thursday, September 2, 2021 at 12:00 p.m.

187
188 * * * * *

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