



SUMMARY OF THE MINUTES TOWN COUNCIL

Thursday, October 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), Anna Maria de Freitas (Position No. 3), Tim Daniels (Position No. 4) and Barbara Starr (Position No. 5). Noel Monin (Position No. 2) was unanimously excused.

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

SJC Councilmember Christine Minney reported on issues of mutual concern. Topics included the redistricting process, distribution of ARPA funding and Washington State Ferries.

The following residents spoke for and against the recent Town's covid vaccine mandates for employees: Lora Nibler, Debbie Sandwith, Kelle' Wilson, Taylor Musburger and David Robinson.

ACTION AND DISCUSSION ITEMS

Covid-19 Vaccination Mandate

At 12:20 p.m., Mayor Ghatan introduced continued discussion of a vaccination mandate for employees and volunteers. Administrator Wilson described policy revisions since the previous meeting.

See Resolution No. 2672 for action.

Resolution No. 2672

Moved by Starr, seconded by de Freitas, to adopt Resolution No. 2672, establishing a policy for mandatory COVID-19 vaccinations for Town employees and volunteers. Motion pass 3-2 as follows: Aye – de Freitas, Starr & Mayor Ghatan (as tiebreaker); Nay – Hushebeck & Daniels; Absent – Monin.

Resolution No. 2671

At 12:30 p.m., Mayor Ghatan introduced discussion of draft Resolution No. 2671 concerning sidewalk improvements at the corner of 105 Spring Street. Administrator Wilson explained that Gull Wing Construction submitted the low-responsive quote to complete bump-out improvements at the intersection of Spring and First Streets. No discussion followed.

Moved by de Freitas, seconded by Starr, to adopt Resolution No. 2671, awarding a bid and authorizing the Mayor to execute a contract for construction of sidewalk improvements at the intersection of Spring and First Street (105 Spring Street). Motion passed 4-0 with Monin absent.

Harbor Street & Carter Avenue Stormwater Repairs

46 At 12:32 p.m., Mayor Ghatan introduced discussion of the Project. Administrator Wilson explained that while
47 capable, the timing and scope of the project are too complex for Town staff to attempt at this point in time.
48 Public Works Director Wayne Haefele provided background (backflowing, flooding and access issues) and
49 requested authorization to issue a call for bids. No discussion followed.

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51 **Moved by Hushebeck, seconded by de Freitas, to authorize a call for bids on the Harbor Street & Carter Avenue**
52 **Stormwater Repair Project. Motion passed 4-0 with Monin absent.**

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55 Town Fiber Optic Project – Phase 1

56 At 12:36 p.m., Mayor Ghatan introduced discussion of the Town Fiber Optic Project – Phase 1. Administrator
57 Wilson explained that there are budget-neutral changes to the scope of work for the project. Pedro Mena, Capital
58 Project Manager, explained the new scope of work. No discussion followed.

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60 **Moved by Hushebeck, seconded by Starr, to authorize a call for bids on the Town Fiber Optic Project, Phase 1.**
61 **Motion passed 4-0 with Monin absent.**

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63 **PUBLIC HEARING**

64 2021 Town Budget Amendments

65 At 12:42 p.m., Mayor Ghatan opened the public hearing concerning 2021 Town Budget amendments. Finance
66 Director Berry listed fund balances. Mayor Ghatan opened the public testimony portion of the meeting. No
67 members of the public were present to submit testimony. No discussion followed by Council or staff. Mayor
68 Ghatan praised the Town Council and Director Berry for being fiscally conservative. Mayor Ghatan closed the
69 public hearing at 12:50 p.m.

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71 Ordinance No. 1733

72 **Moved by Starr, seconded by de Freitas, to adopt Ordinance No. 1733, adopting amendments to the 2021 Town**
73 **Budget. Motion passed 4-0 with Monin absent.**

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75 **WORK SESSION**

76 2022 Town Budget

77 At 12:52 p.m., Mayor Ghatan opened the work session regarding the 2022 Town Budget. Administrator Wilson
78 provided noted that the preliminary budget is released for consideration during future discussions. Finance
79 Director Berry listed noteworthy budget increases and additions due to COLA and prior commitments. No action
80 was taken.

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82 **ADMINISTRATOR’S REPORT**

83 At 1:04 p.m., Administrator Wilson presented the Town Council with an update of the following:

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- 85 • LTAC – Recommendations totaled \$57,000 for various tourism promotion programs.
- 86 • Plastic Film Recycling Project – The bins have been delivered and are being distributed to customers.
- 87 • Sewer Outfall Project – The Department of Ecology has provided an amendment to supplement the
88 funding shortfall. Town will ratify the agreement at the next meeting. **Moved by de Freitas, seconded by**
89 **Starr, to authorize the Mayor to execute Amendment No. 1 and any other related documentation for**
90 **Department of Ecology Grant/Loan Agreement No. WQC-2021-FriHar-00211. Motion passed 4-0 with**
91 **Monin absent.**
- 92 • Marguerite Place Reconstruction Project – TIB has given preliminary funding approval for the project.
- 93 • Local 1849F – Town has been notified that Local has voted to seek a new bargaining unit.
- 94 • Utility Disconnection Moratorium – The Governor’s proclamation placing a moratorium on utility
95 disconnections has expired.
- 96 • AWC CityVision Magazine – The AWC article featuring Friday Harbor has been published.

- 97 • Town Staffing – Town is advertising for all vacant positions. Employee Taylor Musburger has been
- 98 assigned interim water system manager duties. Employee Will Turman has separated from employment.
- 99 Employee Josh Compton has moved laterally into the Streets Department to assume Will Turman’s
- 100 position.
- 101 • PW Updates – Brief updates were provided for the First Street Pocket Park and Harrison Street Sewer
- 102 Main Projects.
- 103 • Street Sweeper – SJC is temporarily sweeping while repairs are delayed for parts.
- 104 • Spring Street Secondary Stormwater Repairs – The project is complete.
- 105 • Trout Lake Road – Mike Carlson Enterprises is nearly finished with grading.

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107 **PAYMENT OF CLAIMS**
108 Moved by de Freitas, seconded by Starr, to affirm the payment of Payroll Warrants and approve the payment of
109 Claim Warrants as enumerated below. Motion passed 4-0 with Monin absent.

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111 Approval of 2021 Claim Warrants
- 112 • Warrant Number: 48268-48312
 - 113 • ACH Number: EFT 1, CC 1-8
 - 114 • Amount: \$288,461.13
 - 115 • Dated: 10/07/21

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117 Approval of September 2021 Payroll Warrants
- 118 • Warrant Number: 17418-17431
 - 119 • ACH Number: 63-65
 - 120 • Amount: \$338,997.29
 - 121 • Dated: 09/30/21

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123 Approval of September 2021 Treasurer Checks
- 124 • Warrant Number: 10152-10163
 - 125 • ACH Number: EFT-1
 - 126 • Amount: \$ 9,575.04
 - 127 • Dated: Various

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129 **APPROVAL OF MINUTES**
130 Moved by de Freitas, seconded by Starr, to approve the minutes of **Sept 16th and 30th, 2021 as submitted.**
131 Motion passed 4-0 with Monin absent.

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133 **FUTURE AND NON-AGENDA ITEMS**
134 No future agenda items were forthcoming.

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136 **CITIZEN RESPONSE**
137 Chuck Berry, Local 1849F President, inquired about the effective date of Resolution No. 1672.

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139 **ADJOURNMENT** – Hearing no further business and no objection, Mayor Ghatan adjourned the meeting at 1:25
140 p.m. The next regular meeting is scheduled for Thursday, October 21, 2021 at 12:00 p.m.

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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**