



SUMMARY OF THE MINUTES TOWN COUNCIL

Thursday, August 16, 2007 – Town Council Chambers – Afternoon Session

CALL TO ORDER

The Town Council met in regular session with Mayor Jones presiding. Mayor Jones called the regular session to order at 12:00 p.m.

ROLL CALL

Council members: Illg, Gillette, Brooks, Balcomb-Bartok, and Emery.

Others Present: Mayor, David Jones; Town Administrator, C. King Fitch; and Clerk, Amy Taylor. Treasurer, Wendy Picinich and Attorney, Don Eaton were not present.

Mayor Jones conducted the flag salute.

PUBLIC ACCESS TIME

There were no public access items forthcoming.

ANNOUNCEMENTS/SCHEDULE CHANGES

The posted agenda was revised.

ACTION AND DISCUSSION ITEMS

Presentation – SJC Economic Development Council (EDC) – 2006/2007 Annual Narrative

At 12:02 p.m., Mayor Jones began the presentation for the 2006-2007 Annual Year End Report of the EDC. Bill Watson, Program Coordinator, presented the EDC year-end report consisting of a narrative; annual report filed with the State Community, Trade, and Economic Development (CTED) agency for final reimbursement; draft Associate Development Organization (ADO) Contract; and recommendations regarding the EDC Ferry Fare Study. The full text of their Ferry Fare Study is available at www.islandway.org. He reported that the EDC has a cash reserve due to increased funding support from the County, Town and Port of Friday Harbor. Mr. Watson spoke of their goals, projects and partnerships with local entities. Regarding the EDC Ferry Fare Study, Mr. Watson provided an overview, stating that although some data is unavailable, they were able to take monthly data and extrapolate annual numbers on full-time residents, part-time residents, and visitor category. Discussion and inquiry followed. The Council will consider the EDC's recommendations at the next meeting. **No action was taken.**

Request – SJI Chamber of Commerce (SJICC) – Partial Promotional Funding of Artstock Fall Festival

At 12:26 p.m., Mayor Jones introduced Debbie Pigman, SJICC Director. Ms. Pigman gave an overview of the Fall Artstock Festival; and rescinded the SJICC's request of \$3,500 for promotional advertising because the timeline for using those funds wasn't feasible. She noted they would seek grant funding for the Festival in 2008. Ms. Pigman then provided a timeline for the fall and winter months which included an update on the Christmas Decoration Committee. Councilmember Emery commented on funding provided through the Public Facilities Financing Assistance Program (PFFAP) and suggested the development of a policy to address additional requests for funding outside of the Lodging Tax Advisory Committee's recommendations. No discussion followed.

Proposal – Grisha Krivchenia – Collection of Refuse Cooking Oil

At 12:35 p.m., Mayor Jones introduced Grisha Krivchenia. Mr. Krivchenia explained that a group of island residents have formed a "Bio-Fuel Cooperative". He proposed the Town deliver refuse cooking

48 oil, which is currently collected from restaurants and disposed of at the SJC Transfer Station, to the
49 Cooperative. He explained that the Town would continue to pay a disposal fee because the
50 Cooperative is required to dispose of the containers in which the oil is delivered. The fee would be at a
51 significantly lower rate than the SJC Transfer Station. Discussion and inquiry followed. **The Council**
52 **did not have an objection to the Cooperative continuing to work with Administrator Fitch to**
53 **determine feasibility of the proposal.**
54

55 Discussion – SJC Proposal - Friday Harbor Urban Growth Area (FHUGA)

56 At 1:45 p.m., Mayor Jones opened the discussion on the FHUGA. Administrator Fitch introduced the
57 Staff Report for the SJC Planning Commission's public meeting on August 24, 2007. He explained the
58 document is the first draft of the proposed FHUGA. Mr. Fitch explained that the FHUGA will be an
59 extensive joint planning process between the Town and County and shared concerns of both entities.
60 As the process moves forward a new document will be provided. He encouraged the Council to
61 thoroughly examine the information and ask questions of Staff. Ron Hendrickson, SJC Planning
62 Director, emphasized that it will be a collaborative process and answered questions regarding the
63 proposed boundaries and affordable housing statistics which were included in the Staff Report. **No**
64 **action was taken.**
65

66 **ADMINISTRATOR'S REPORT**

67 At 12:58 p.m., Administrator Fitch presented the Town Council with an update on the following:

- 68 • Jensen Alley Direction Change – More comments from neighborhood residents were received
69 making the tally of responses equal as far as leaving the alley two-way or changing direction to
70 one-way. Those comments included suggestions to install speed bumps and/or turn outs and
71 restrict to local access only. Discussion followed regarding the recent speed limit change. **No**
72 **action was taken.**
- 73 • Home Trust Letter – Town received a letter from the San Juan Community Home Trust
74 soliciting the Town, as an "Employer", to invest in future affordable housing to be used as
75 employee housing. Discussion followed regarding if there was a need for employee housing.
76 **No action was taken.**
- 77 • Warbass Way Roadway Stability Evaluation – The cost estimate for the (weight) study of
78 Warbass Way is \$13,661. The study would document existing conditions, assess causes and
79 future risks, and options that would allow the roadway to operate without safety risks.
80 Discussion followed regarding the possibility of negative findings. **Council requested the**
81 **Administrator to draft a resolution for their consideration to accept the proposal for a**
82 **roadway stability evaluation from PanGEO, Inc.**
- 83 • Argyle / Spring Streets Preliminary Engineering Study – Gray & Osborne, Inc., engineering
84 consultants, strongly suggest conducting a preliminary engineering study for the Argyle Avenue
85 and Spring Street intersection traffic circle to determine feasibility before designing the actual
86 traffic circle. The cost of the study is \$13,951. The proposal will come back for future
87 consideration.
- 88 • WA State Audit Exit Interview – The exit interview with the State Auditor can occur as an
89 informal meeting or in open session. The Auditor's findings will considered final if reviewed
90 during open session. If conducted as an informal meeting, Staff would have a 30 day
91 commenting period. **Council consensus, at this time, to conduct an informal exit interview.**
- 92 • Public Facilities Financing Assistance Program (PFFAP) – Guard Street Phase 4 – Town was
93 successful with the PFFAP grant application for the Guard Street Phase 4 project and awarded
94 \$50,000 by the County.
- 95 • Lampard Sidewalk Design Revision – The revised design of the Lampard Sidewalk was
96 presented and differences from the original sketch explained.
- 97 • 1923 Cadillac Fire Truck Appraisal – The antique fire truck was appraised at \$1 million and is
98 one of two museum quality left in the country. The Fire Chief is looking into increasing its

99 insurance coverage. Discussion followed regarding alternative housing of the vehicle. **No**
100 **action was taken.**

101
102 **PAYMENT OF CLAIMS**

103 Moved by Balcomb-Bartok, seconded by Brooks to approve the payment of Claim Warrant Nos. 29710
104 through 29766 in the amount of \$166,462.02. Motion passed unanimously.

105
106 **APPROVAL OF MINUTES**

107 Moved by Gillette, seconded by Emery, to approve the minutes of **August 2, 2007 as corrected.**
108 Motion passed 4-0 with Councilmember Brooks abstaining (due to her excused absence on August 2,
109 2007.)

110
111 Moved by Illg, seconded by Gillette, to approve the minutes of **August 9, 2007 as submitted.** Motion
112 passed unanimously.

113
114 **NON AGENDA ITEMS**

115 Councilmember Balcomb-Bartok noted he has been receiving complaints from Village Grove residents
116 because heavy trucks are accessing the ballfield project at the end of Coho Drive. Mr. Bertrand
117 responded that shaping of the cul-de-sac is currently underway and once the curb, sidewalk and gutter
118 are completed, he believed it would be a non-issue.

119
120 **CITIZEN RESPONSE**

121 There were no public access items forthcoming.

122
123 **ADJOURNMENT** – Hearing no further business and no objection. Mayor Jones adjourned the meeting
124 at 1:45 p.m. The next regular meeting is scheduled for Thursday, August 16, 2007 at 5:30 p.m.

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127 **These minutes were approved on September 6, 2007. The original document is retained by the**
128 **Clerk in the Town Council's permanent records. Attest: Amy Taylor, Town of Friday Harbor**
129 **Clerk**