

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1997

### Town Council - January 2, 1997 @ 12:00 PM

The Town Council met in regular session with Mayor LaPorte presiding.

Members present: Boothman, Sheiman, & Wilson

Others present: Town Administrator Fitch & Treasurer Picinich

Town Clerk Dubail informed the Council that Councilmembers Robinson and Lackey had previously notified his office that they would not be attending this meeting due to other commitments.

At Mayor LaPorte's request, Councilmember Boothman led the meeting in the Pledge of Allegiance.

Councilmember Boothman moved and Councilmember Sheiman seconded to approve the minutes of the December 19, 1996 12:00 PM and 7:30 PM minutes as revised. The motion passed unanimously.

Fire Chief Rosenfeld reported that his department responded to 21 calls in December, 115 for the year. The Fire Department has 21 active members. Chief Rosenfeld informed the Council that new State L & I standards for firefighters went into effect 01/01/97. The Town has planned and budgeted for implementing same as there is no funding provided through the State. A new heavy duty washing machine (purchased by Fire District #3) is being installed in the Fire Hall for washing bunker gear as required by state regulations.

Mayor LaPorte asked Chief Rosenfeld to prepare a list of items and associated costs for implementing the new unfunded state regulations.

Mayor LaPorte thanked Chief Rosenfeld for his report.

At 12:14 PM, Mayor LaPorte complimented Maintenance Supervisor Reitan and his crew on their recent outstanding snow removal efforts.

Maintenance Supervisor Reitan reported on snow removal and flooding prevention measures. He noted support by the Fire Department and the community. There is currently 8" of water running over the spillway at Trout Lake Reservoir dam, 32" over the spillway at AUG II. Due to a power outage the basement of a storage building at the Wastewater Treatment Facility flooded. The flows from the UW are up resulting from the large quantity of stormwater infiltration to their sanitary sewer system. The sludge receiving facility at Puyallup has been closed, Kevin Kirk of the Wastewater Department is researching alternative sites. The Town will be able to stockpile the sludge for approximately one month.

Maintenance Supervisor Reitan responded to various inquiries from the Council.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1997

Mayor LaPorte noted that San Juan County has been declared a disaster area and that he has declared the Town of Friday Harbor a disaster area following the recent snow storm. Reimbursement for snow removal costs may be available from the State.

Mayor LaPorte, the Council, and staff discussed various situations resulting from the recent storm.

Mayor LaPorte thanked Maintenance Supervisor Reitan for his report.

At 12:23 PM, Permit Coordinator Warren Jones distributed and summarized the Planning Department activity report for the proceeding month.

Mayor LaPorte thanked Mr. Jones for his report.

At 12:34 PM, the Council received a presentation from Brad Bogus, PE, KCM, regarding the 1997 Draft Comprehensive Water System Plan. Mr. Bogus summarized needed revisions to the draft plan including; population projections, out-of-town connection commitments, capital improvement planning, and supply issues.

Administrator Fitch noted previous comments from the Council regarding alternate sources of supply and asked the Council if they wished the plan to address same.

Councilmember Boothman suggested that the previous analysis of same, including desalination, be included as an appendix in the plan.

Mayor LaPorte, the Council, and staff discussed the implications of including alternate sources of supply in the plan.

Mr. Bogus continued with his suggestions for revision of the draft plan regarding water quality, potential algae dilution, fire flow, storage & pumping capacity, the Hillview Terrace Water System, and capital improvement scheduling.

Water Department Leadman Mike Wilks conveyed his analysis as to the need for installation of a third filter unit at the Water Treatment Facility.

Mayor LaPorte, the Council, Mr. Wilks, and Mr. Bogus discussed various aspects of the filter situation, project scheduling, adding another clear-well, and problems with individual services on the transmission line.

Discussion continued on estimated costs, water conservation, system redundancy, peak demands, and the anticipated delivery lead time for a new filter unit. It was pointed out that major treatment problems primarily occur in the summer months.

Mr. Wilks expressed the desire to operate the filters and produce acceptable water at rates closer to the filter rated capacity.

Mr. Bogus recommended consulting with the operations consulting firm of ETC, Inc., to "fine tune" plant operations. Mr. Bogus commented on the recent Town rate study

## **MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1997**

completed by FCSG and the anticipated negligible impact of revision of the draft plan on same.

The Council and Mr. Bogus discussed water conservation. The below average single family residential use in town was considered.

Councilmember Boothman pointed out the anticipated effect of the new utility rates on water consumption.

Discussion followed on historic water use patterns, the new water conservation officer position, retrofitting, and alternative capital improvement scenarios depending on projected water use.

Administrator Fitch asked the Council to consider revision and adoption of the plan this month.

At 1:32 PM, Councilmember Sheiman moved and Councilmember Boothman seconded to adjourn. The motion passed unanimously.

Wm. J. LaPorte, Mayor  
Steven Dubail, Town Clerk

### **Town Council - January 2, 1997 @ 7:30 PM**

The Town Council met in regular session with Mayor LaPorte presiding.

Members present: Boothman, Lackey, Sheiman, & Wilson  
Others present: Town Administrator Fitch & Treasurer Picinich

Town Clerk Dubail informed the Council that Councilmember Robinson had previously notified his office that he would not be attending this meeting due to other commitments.

At Mayor LaPorte's request, Councilmember Lackey led the meeting in the Pledge of Allegiance.

No non-agenda items were presented.

Mayor LaPorte presented draft ordinance #1024, an ordinance concerning connection to the Town's sanitary **sewer** system and amending Ordinance #600 and Friday Harbor Municipal Code Chapter 13.20 and repealing Ordinance #1015 in its entirety.

Town Administrator Fitch explained the particulars of same.

Councilmember Boothman moved and Councilmember Lackey seconded to adopt Ordinance #1024.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1997

Councilmember Wilson expressed reservations about allowing alternative sewer systems within a well protection area. He summarized the situation regarding the possibility that the Sustainable Technology Center (STC) development drainfield is within the protection area for his well.

Mr. Jim Sackett, STC developer, expressed his views on the issue.

The Council and staff discussed various aspects of the issue including possible well contamination and the need for ongoing monitoring of the STC sewer system.

Mr. Sackett unequivocally stated that his "system is not within (Councilmember Wilson's) well protection area ... If there is any problem it can be moved ... The installation is not where the plans show it is."

At Mayor LaPorte's inquiry, Mr. Sackett stated that, within 2 weeks, he would provide the Town with accurate drawings, signed by Mr. Kaufman, San Juan County Public Health, indicating the actual location (as built) of the STC sewer system.

Discussion continued as to the advisability of allowing additional sewer drainfields in Town, the potential public health impacts of on-site sewer systems in the vicinity of wells, and the need for defined alternatives if an on-site system should fail.

At 7:59 PM, Ordinance #1024 was adopted with Councilmembers Boothman, Lackey, and Sheiman in favor, Councilmember Wilson opposed.

Mayor LaPorte opened the Council work session on the draft GMA Comprehensive Plan regarding zoning map and land use definitions.

Administrator Fitch summarized the major modifications to the draft land use designation definitions.

Planning Consultant Jim Slocomb brought to the Council's attention the proposed new land use policy, LUD-13, regarding non-conforming uses.

Mr. Slocomb explained differences between the two proposed COM designations and asked for direction from the Council.

Permit Coordinator Warren Jones noted staff efforts to meet GMA guidelines, "remain true" to the last four years of plan development, and address concerns expressed at the Comprehensive Plan public hearings.

The Council and staff discussed the definition and ramifications of ancillary residential uses and the advisability of permitting SFR uses in the PSC zone.

The Council reviewed the proposed designations: SFR - no change; MFR - no objection, B&B's may be permitted by Conditional Use Permit; PFS - ancillary SFR uses were added.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1997

At 8:33 PM, Mayor LaPorte declared a short recess.

The meeting reconvened at 8:39 PM.

Discussion continued on the proposed designations: PFS 2D B&B's may be allowed by Conditional Use Permit; COM1 - the name was changed to COM1 from Downtown Commercial, the Council and staff discussed transient accommodation uses, non-residential PFS uses are permitted, transient accommodation and institutional use language changed to "may". The Council and staff discussed the definition of institutional use. COM2 - the specific listing of SFR uses was deleted. SPA - revised to read consistent with FHMC 17.35. LMF - SFR uses deleted, auxiliary SFR use added.

At 9:33 PM, Councilmember Boothman moved and Councilmember Lackey seconded to continue the meeting to 9:45 PM. The motion passed unanimously.

Discussion continued on the proposed Public Service designation - no change.

The Council and staff discussed LUD-13.

At 9:38 PM, Mayor LaPorte left the meeting due to another commitment.

Councilmember Wilson moved and Councilmember Lackey seconded to appoint Councilmember Sheiman, Mayor Pro tem. The motion passed unanimously.

Discussion continued regarding the implications of LUD-13. The Council approved LUD-13 as drafted.

At 9:47 PM, Councilmember Boothman moved and Councilmember Lackey seconded to approve payment of claims warrants #12589 through 12627 in the amount of \$39,069.26 and payroll warrants #5121 through 5183 in the amount of \$107,477.61. The motion passed unanimously.

Administrator Fitch requested that the Council consider adoption of the Street and Storm Drainage Construction Standards at their 1/16/97 evening meeting.

Administrator Fitch distributed a draft job description for a Municipal Water Program Coordinator.

At 9:50 PM, Councilmember Boothman moved and Councilmember Lackey seconded to adjourn. The motion passed unanimously.

Wm. J. LaPorte, Mayor  
Steven Dubail, Town Clerk

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1997

### Town Council - January 16, 1997 @ 12:00 PM

The Town Council met in regular session with Mayor LaPorte presiding.

Members present: Boothman, Lackey, Robinson, Sheiman, & Wilson

Others present: Town Administrator Fitch & Attorney Eaton

At Mayor LaPorte's request, Councilmember Robinson led the meeting in the Pledge of Allegiance.

Councilmember Lackey moved and Councilmember Sheiman seconded to approve the minutes of the 01/02/97 12:00 PM and 7:30 PM Council meetings as submitted. The motion passed unanimously.

Town Clerk Dubail noted that the January 1997 Public Disclosure Commission Personal Financial Affairs Statement manual and associated forms had been distributed to the Mayor, Council, and Treasurer. It was determined that the Town had not engaged in any reportable lobbying.

Building Official Hodges distributed and summarized the Building Department Report. He stated that his department had processed 68 building permits during 1996. Mr. Hodges responded to various inquiries from the Council.

Mayor LaPorte thanked Mr. Hodges for his report.

At 12:13 PM, Mayor LaPorte introduced Nancy Larsen.

Ms. Larsen gave a presentation regarding compliance with the Sign Ordinance. She summarized the impetus for and the history of the Sign Ordinance. Ms. Larsen spoke of the high level of public involvement during the ordinance development process, the high level of voluntary compliance with the first deadline, variances issued, and compliance with size and location parameters. She noted that most businesses are in compliance but that there are problems with the number and type of signs. Some businesses are, however, complaining about lack of enforcement of the Sign Ordinance.

Ms. Larsen used pointed out that 90% of the Sign Ordinance violations are within the 200 square foot Town block delineated by Front, Spring, First, and East Streets. Window signs, banners, and illuminated vending machines comprise the bulk of the violations. Contacted merchants typically respond that they are waiting for "the other guy" to comply.

Ms. Larsen distributed photographs from the 1988 Sign Survey to illustrate problems which the Sign Ordinance is intended to address.

The Council reviewed photographs of signs and banners from the 1996 sign review project. Ms. Larsen noted that many "temporary" banners remain on display for periods in excess of the time allowed for same by the Sign Ordinance.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1997

At Councilmember Sheiman's inquiry, Ms. Larsen recounted ongoing efforts to notify business owners of sign violations.

Administrator Fitch noted that the goal of this presentation is to get an indication from the Council as to how they wish to proceed with enforcement.

Ms. Larsen spoke of recent studies regarding signs and visual communications. She reiterated that the parameters set forth in the Sign Ordinance are quite reasonable and, when implemented, received overwhelming support from the business community.

Past Councilmember Bud Geneste addressed the Council regarding the motivation and goals of the Council in implementing the Sign Ordinance. He reiterated the need to articulate the reasons for the Sign Ordinance to the business community. Mr. Geneste recommended enforcement on a "one to one" basis to preserve the character of the Town.

At 1:10 PM, at Administrator Fitch's inquiry, Attorney Eaton spoke of enforcement procedures and options, appeal procedures, penalties, and potential enforcement costs.

The Council and Attorney Eaton discussed enforcement options.

Attorney Eaton reiterated Administrator Fitch's request for a sense from the Council as to the level of enforcement desired.

Discussion continued on illuminated vending machines, enforcement, and adding limits on the time period allowed for banners.

Councilmember Sheiman stressed the need to attempt to educate the business community and to be consistent with enforcement efforts.

Mayor LaPorte, the Council, staff, and members of the audience discussed how to proceed with sign education and enforcement. The Council indicated that they wished to proceed with same in a timely manner.

At 1:16 PM, Mayor LaPorte thanked Ms. Larsen for her presentation.

At Councilmember Boothman's request, Council discussion of implementation of the "1 inch meter ordinance" will be a future agenda item.

Councilmember Robinson reported on his contacts with the Chamber of Commerce and the San Juan Island Park & Recreation District regarding public restrooms.

Mayor LaPorte, the Council, and staff discussed various aspects of the issue, including locations, and acquiring appropriate temporary facilities for the upcoming visitor season.

Councilmember Robinson moved and Councilmember Lackey seconded to approve payment of the final 1996 claims - warrant #12632 through 12678 in the amount of

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1997

\$36,313.71 and 1997 claims - warrant #12680 through 12690 in the amount of \$77,450.45. The motion passed unanimously.

At 1:26 PM, Councilmember Lackey moved and Councilmember Sheiman seconded to adjourn. The motion passed unanimously.

Wm. J. LaPorte, Mayor  
Steven Dubail, Town Clerk

### **Town Council – February 6, 1997 @ 12:00 PM**

The Town Council met in regular session with Mayor LaPorte presiding.

Members present: Boothman, Lackey, & Robinson  
Others present: Town Administrator Fitch & Treasurer Picinich

Town Clerk Dubail informed the Council that Councilmember Sheiman had previously notified his office that she would be out of town on a business trip and would not be at the afternoon or evening Council meetings, Councilmember Wilson had been called to an accident and would be delayed.

At Mayor LaPorte's request, Councilmember Boothman led the meeting in the Pledge of Allegiance.

In the absence of Fire Chief Rosenfeld, Fire Department Training Officer Cynthia DeStaffany presented the Chief's Report. Ms. DeStaffany reported that the department had received 12 calls in January. She summarized the response to a sail boat fire at the Port. The fire was initially contained by a "bucket brigade" of neighbors. The Chief responded within 3 minutes. The fireboat "Lucy T" was on-scene within 17 minutes. As the fireboat was returning to its mooring a recently overhauled steering mechanism failed and the fireboat damaged 3 moored vessels.

Ms. DeStaffany reported that the department has 21 active members, including 4 in training, and 2 injured.

Regarding Enhanced 911 addressing; the Fire Department needs addresses to be "findable", i.e. clearly posted and addresses assigned in a predictable pattern.

At Mayor LaPorte's inquiry, Ms. DeStaffany recounted situations where fires were difficult to locate due to inadequate addressing.

Administrator Fitch informed the Council of the particulars of the damage claims against the Town arising from the fireboat steering malfunction. He noted the effect that forwarding the claims to the Town's insurance carrier would have on insurance premiums.



## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1997

Following discussion, the Council requested that Administrator Fitch make provisions to pay the claims rather than forward them to the Town's insurance.

Administrator Fitch informed the Council of receipt of an offer of a structure currently located on the Steve Miller property. The structure is available to a public agency willing to relocate same.

Building Official Hodges informed the Council that the estimated cost to dismantle and move the building was approximately \$5,200, not including re- installation. He estimated that it would cost approximately the same to prepare a site and re-erect the building.

Mayor LaPorte, the Council, and staff discussed using the building for a Fire Department museum and to possibly house public restrooms.

Ms. DeStaffany stated that the Fire Fighter's Association had tentatively committed to contributing \$2,500 to \$3,000 to the project.

The Council expressed interest in acquiring the building.

Mayor LaPorte thanked Ms. DeStaffany for her report.

At 12:21 PM, Maintenance Supervisor Reitan informed the Council that he would be attending a FEMA meeting in Mt. Vernon on 2/11/97 at 1:00 PM.

Maintenance Supervisor Reitan reported that Trout Lake Reservoir is still running over the spillway. He reported on various upcoming projects in the Water Department. Frank Byrne has recently been certified as a Cross Connection Control Specialist in the Water Department. The Refuse Department is functioning well. They are working to increase the recycling rate. The Wastewater Department is functioning well. Dye indicators are to be installed in the sewer overflow lines. The Street Department is replacing the sidewalk and repairing the street on Blair Avenue.

Maintenance Supervisor Reitan reported on planned equipment acquisition and maintenance.

Mayor LaPorte thanked Maintenance Supervisor Reitan for his report.

Mayor LaPorte congratulated Frank Byrne for his recent certification as a Cross Connection Control Specialist.

Permit Coordinator Warren Jones distributed and summarized the Planning Department Activity Report as of 2/6/97.

Mr. Jones responded to various inquiries from the Council.

Mayor LaPorte thanked Mr. Jones for his report.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1997

At 12:40 PM, Building Official Hodges reported on Building Department activity and responded to various inquiries from the Council.

Mayor LaPorte thanked Mr. Hodges for his report.

Mayor LaPorte introduced San Juan County Sheriff Bill Cumming.

Sheriff Cumming apprised the Council that either he or the Undersheriff would be attending a Council meeting and reporting to the Council monthly. He invited the Council to tour the new Sheriff's wing at the Courthouse. Sheriff Cumming mentioned possible topics for future discussion, including ferry traffic management.

Sheriff Cumming responded to various inquiries from Mayor LaPorte, the Council, and staff.

Mayor LaPorte thanked Sheriff Cumming for his report.

At 12:50 PM, Mayor LaPorte introduced Manfred Rose, San Juan County Enhanced 911 (E911) Coordinator.

Mr. Rose informed the Council that a GPS (global positioning system) road network survey of San Juan Island is approximately 1/2 completed. The goal of same is to generate a driveway address data base for E911.

Mr. Rose pointed out that San Juan County E911 addressing enabling legislation does not apply to the Town, although the system is designed for a uniform Town/County addressing system. He asked the Council to consider instituting a compatible addressing system within the Town. Mr. Rose stressed the need for adequate posting of addresses. He noted that absolute Town uniformity with the County addressing system is not necessary. Mr. Rose requested that the Council consider requiring the posting of addresses.

Mr. Rose responded to various inquiries from the Council including, duplicate street names, the need for unambiguous street and road names, and the renumbering of buildings.

At 1:06 PM, Mayor LaPorte thanked Mr. Rose for his presentation.

The Council took up discussion of the proposed state Hotel/Motel Tax legislation.

Councilmember Boothman spoke of his plans to attend the upcoming legislative conference in Olympia.

The Council discussed the need to utilize the Hotel/Motel Tax to mitigate the impacts of tourism on the Town.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1997

Councilmember Robinson suggested that in addition to the Hotel/Motel Tax the possibility of implementing a "head tax" and/or a seasonal increase in the sales tax available to the Town be explored.

Discussion continued on the promotion of tourism in San Juan County by the State, support for the 1991 wording of the Hotel/Motel Tax legislation, additional undesirable provisions in the proposed 1997 legislation, finding additional revenue sources, and the uniqueness of the situation in the San Juans.

At 1:19 PM, Mayor LaPorte introduced draft resolution #1063, a resolution authorizing an inter-fund loan from the Current Fund to the Fire/Refuse Bond Redemption Fund in an amount not to exceed \$16,000 to cover bond and interest payments until first half tax revenues have been received.

Councilmember Robinson moved and Councilmember Lackey seconded to adopt Resolution #1063. The motion passed unanimously.

Treasurer Picinich informed the Council of a request from San Juan Recovery Center (alcohol treatment center) for \$1,400 of the \$2,400 budgeted for same but not disbursed in 1996 due to change in service providers.

Mr. John Volk, S.J. Recovery Center Board, explained the particulars of the situation and asked the Council to authorize the payment.

At 1:24 PM, Councilmember Robinson moved and Councilmember Lackey seconded to pay the remainder of the monies budgeted in 1996 to S.J. Recover Center. The motion passed unanimously.

Administrator Fitch informed the Council of receipt of 4 claims for damages against the Town due to the recent snowstorm and explained the particulars of same. He noted that AWC-RMSA, the Town's insurance carrier, has categorically denied similar claims though out the state.

The Council and staff discussed various aspects of the issue including, locations where snow was stockpiled, over-capacity culverts and the availability of sand bags.

The Council requested that staff prepare payments for the 2 claims where the Town had stockpiled snow in the vicinity.

Administrator Fitch informed the Council that San Juan County Public Health is again requesting that the Town take action regarding allowing private wells in Town.

The Council discussed not allowing wells, wells for non-potable uses, the lack of well-head protection, aquifer protection, and conservation efforts.

The Council asked staff to prepare draft legislation banning new wells in Friday Harbor.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1997

Councilmember Lackey moved and Councilmember Boothman seconded to approve payment of claims warrants #12694 through 12767 in the amount of \$61,816.95 and payroll warrants #5185 through 5222 in the amount of \$102,427.06. The motion passed unanimously.

At 1:40 PM, Councilmember Robinson moved and Councilmember Lackey seconded to adjourn. The motion passed unanimously.

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Wm. J. LaPorte, Mayor

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Steven Dubail, Town Clerk

### **Town Council – February 20, 1997 @ 12:00 PM**

The Town Council met in regular session.

Mayor LaPorte was out of town on business.

Members present: Lackey, Robinson, Sheiman, & Wilson

Others present: Town Administrator Fitch

Councilmember Sheiman moved and Councilmember Wilson seconded to appoint Councilmember Robinson Mayor Pro Tem. The motion passed unanimously.

At Mayor Pro Tem Robinson's request, Councilmember Sheiman led the meeting in the Pledge of Allegiance.

The consensus of the Council was to approve the minutes of the 2/6/97 12:00 PM and 7:30 PM Council meetings as submitted.

The Council took up discussion of the Business License Ordinance.

Administrator Fitch gave an overview of the issue and asked the Council to review Utility Clerk Debbie Sandwith's 2/20/97 memo on the subject.

The Council and staff discussed the intent and implementation of the Business License Ordinance. The Council requested that the staff prepare and present their recommendations on the matter at a future meeting.

Councilmember Sheiman complimented System Administrator/Town Clerk Dubail on his presentation to a Korean Legislative Delegation at the BOCC Hearing Room on 2/19/97.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1997

Administrator Fitch introduced draft resolution #1065, a resolution authorizing the Mayor to accept a proposal from N.C. Machinery Power Systems to provide a 175KW electrical generator.

Administrator Fitch explained the particulars of same.

At 1:16 PM, Councilmember Lackey moved and Councilmember Wilson seconded to adopt Resolution #1065. The motion passed unanimously.

Administrator Fitch distributed a letter from Pope Family Properties, received 01/16/97, regarding siting public restrooms on their property at Nichols and A Street.

Councilmember Lackey moved and Councilmember Sheiman seconded to approve payment of #12773 through 12844 in the amount of \$48,034.63. The motion passed unanimously.

At 1:18 PM, Councilmember Sheiman moved and Councilmember Lackey seconded to adjourn. The motion passed unanimously.

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Richard S. Robinson, Mayor Pro Tem

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Steven Dubail, Town Clerk

### **Town Council – February 20, 1997 @ 12:00 PM**

The Town Council met in regular session.

Mayor LaPorte was out of town on business.

Members present: Lackey, Robinson, Sheiman, & Wilson

Others present: Town Administrator Fitch

Councilmember Sheiman moved and Councilmember Wilson seconded to appoint Councilmember Robinson Mayor Pro Tem. The motion passed unanimously.

At Mayor Pro Tem Robinson's request, Councilmember Sheiman led the meeting in the Pledge of Allegiance.

The consensus of the Council was to approve the minutes of the 2/6/97 12:00 PM and 7:30 PM Council meetings as submitted.

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## **MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1997**

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Administrator Fitch introduced draft resolution #1065, a resolution authorizing the Mayor to accept a proposal from N.C. Machinery Power Systems to provide a 175KW electrical generator.

Administrator Fitch explained the particulars of same.

At 1:16 PM, Councilmember Lackey moved and Councilmember Wilson seconded to adopt Resolution #1065. The motion passed unanimously.

Administrator Fitch distributed a letter from Pope Family Properties, received 01/16/97, regarding siting public restrooms on their property at Nichols and A Street.

Councilmember Lackey moved and Councilmember Sheiman seconded to approve payment of #12773 through 12844 in the amount of \$48,034.63. The motion passed unanimously.

At 1:18 PM, Councilmember Sheiman moved and Councilmember Lackey seconded to adjourn. The motion passed unanimously.

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Richard S. Robinson, Mayor Pro Tem

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Steven Dubail, Town Clerk

### **Town Council – February 20, 1997 @ 7:30 PM**

The Town Council met in regular session.

Members present: Lackey, Robinson, Sheiman, & Wilson

Others present: Town Administrator Fitch & Treasurer Picinich

Councilmember Sheiman moved and Councilmember Wilson seconded to appoint Councilmember Lackey Mayor Pro Tem. The motion passed unanimously.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1997

At Mayor Pro Tem Lackey led the meeting in the Pledge of Allegiance.

No non-agenda items were presented.

The Council heard a presentation by Larry Talbott, Friday Harbor Septic and Drain, regarding temporary restrooms.

Mr. Talbott referred to a hand-out previously distributed to Council and briefed the Council on the advantages of utilizing portable temporary restrooms.

The Council, staff, and Mr. Talbott reviewed the specifications of various models, prices, and options, including ADA compliant models.

At Councilmember Wilson's inquiry, Mr. Talbott estimated the need for daily servicing of the units during the visitor season.

The Council and staff discussed various unit siting test locations, connecting the units to the water and sewer mains, funding the acquisition and maintenance of the units with Hotel/Motel Tax revenues, parking availability, bid requirements, service timing, and costs.

The consensus of the Council was to acquire 4 "Signature Series" models and 1 ADA compliant model. All are to have provisions for connection to the Town's water and sewer mains.

At 8:30 PM, Mayor Pro Tem Lackey declared a short recess.

The meeting reconvened at 8:38 PM.

Administrator Fitch introduced draft resolution #1062, a resolution authorizing the Mayor to execute a contract with the engineering firm of KCM, Inc. to develop a Dam Improvement Feasibility Study on Trout Lake Dam.

The Council and staff discussed the particulars of the proposal, including a 2/4/97 memo from Maintenance Supervisor Reitan regarding the estimated costs, the recommendations of the selection committee, and KCM's cost estimates.

Councilmember Wilson explained various criteria that went into the selection committee's recommendation.

At 8:45 PM, Councilmember Robinson moved and Councilmember Sheiman seconded to adopt Resolution #1062. The motion passed unanimously.

Administrator Fitch reported a request for relief from the upper water rate block charges for a large Dec/Jan water bill by Alan Boyne, Hillview Terrace. Mr. Boyne suffered a frozen and subsequently burst water pipe during his absence.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1997

Following discussion, the Council agreed that Mr. Boyne would be charged the Block 1 (\$3.45/1,000 gal.) rate for his entire water consumption during the period in question due to the state of weather emergency that than existed in San Juan County.

Administrator Fitch updated the Council on evolving interest in the Sustainable Technology Development water reuse pilot project. He inquired as to whether the Council wished the Town to oversee/participate in the project if requested. He noted that the County has expressed interest in overseeing such projects.

The Council indicated endorsement of the water reuse concept. The Council and staff discussed various aspects of the issue including, funding responsibility, project administrative and operational responsibilities, liability, State regulations, and the lack of a significant customer base for Class A rather than potable water.

The Council, with the exception of Councilmember Robinson, agreed that they are not interested in getting the Town involved in the water reuse pilot project.

The Council and staff discussed and agreed to restructuring the format of the quarterly Council/BOCC joint meetings.

The Council and staff discussed the need for shoreline policy revision. Discussion followed on various view corridor issues. The Council requested that a work session, with the Town attorney in attendance, be scheduled.

At 9:20 PM, Councilmember Sheiman moved and Councilmember Robinson seconded to adjourn and continue the meeting to 2/26/97 at 12:00 PM for a joint meeting with the BOCC. The motion passed unanimously.

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Sherman A. Lackey, Mayor Pro Tem

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Steven Dubail, Town Clerk

### **Town Council – February 26, 1997 @ 12:00 PM**

The Town Council met for the quarterly joint meeting with the San Juan County Board of Commissioners, Mayor LaPorte presiding.

Councilmembers present: Boothman, Lackey, Robinson, Sheiman, & Wilson  
Town staff present: Town Administrator Fitch, Permit Coordinator Jones, System Administrator/Town Clerk Dubail

Commissioners present: Evans, Miller, Nielsen  
County staff present: Planning Director Arnold, Public Works Director Loewen, Sheriff Cumming, Undersheriff Talbott, Mike Kauffman, Public Health, and Deputy Prosecuting Attorney Krall



## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1997

At Mayor LaPorte's request, BOCC Chair Miller led the meeting in the Pledge of Allegiance.

Mayor LaPorte introduced the first topic for discussion: Town appeal of the SJC Comprehensive Plan.

Administrator Fitch noted that the draft appeal documents prepared by the Town Attorney had been distributed to the meeting. He informed the Council that he had been advised by the County that January 26, 1997 was the official SJC Comprehensive Plan publication date and that the appeal period commenced on said date.

Commissioner Miller mentioned that San Juan County is interested in pursuing a mediation process to reconcile problems with the County's Comprehensive Plan.

SJC Planning Director Arnold informed the meeting that a member of the Western Washington Growth Management Hearings Board would be available on 3/5/97 for an information meeting on the mediation process.

Town and County elected officials and staff discussed the logistics of setting up a combined meeting on 3/5/97.

At 12:15 PM, Councilmember Lackey moved and Councilmember Robinson seconded to adopt Ordinance #1028, an ordinance designating that there shall be a regular meeting of the Town Council at 10:00 AM on March 5, 1997 at the BOCC designated hearing room within Friday Harbor. The motion passed unanimously.

County Deputy Prosecuting Attorney John Krall referred to the Growth Management Act Appeals Process matrix prepared by his office, received 2/25/97, and explained the County's understanding of the timeline of the appeal process and the lack of specific guidelines for a concurrent appeal and mediation process to amend an enacted plan. Mr. Krall reiterated that the Town would need to file their appeal within the designated appeal period regardless of mediation efforts.

At Councilmember Boothman's inquiry, Ms. Arnold clarified that, as the County has not yet adopted development regulations to implement their new plan, an appeal would be in regard to the policy portion of the Plan.

Commissioner Nielsen made the commitment to work on the process with the Town. She offered her assistance as a San Juan County Commissioner and prior planner. Commissioner Nielsen expressed what she characterized as the mutual desire to avoid a lengthy, costly appeal process.

At 12:25 PM, Mayor LaPorte introduced the second discussion topic: the contract for Town police protection with San Juan County.

Administrator Fitch expressed the desire by the Town to understand the Sheriff Budget funding sources.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1997

Sheriff Bill Cumming summarized the history of the Town of Friday Harbor/San Juan County police protection agreement. He mentioned a number of his revenue sources, including the SJC Road Fund, State Law & Justice funding, the DARE program, miscellaneous grants, the SJC General Fund, the contract with the Town, and providing dispatch services for other entities. Sheriff Cumming spoke of the levels of service provided and criminal activity within the Town.

Administrator Fitch reiterated the difficulty in understanding the County's budget. He requested clarification and itemization of the Sheriff's revenue sources in the contract proposal.

Councilmember Robinson noted that Town residents pay property taxes to San Juan County in the same manner as County residents. The Town residents are, in effect, paying double for police protection.

Town and County elected officials and staff discussed various aspects of the issue, including sales tax generated within the Town and the ratio of disbursement of same between the Town and SJC, the assumed perceptions of the residents of other islands as to the benefits of the existence of the Town, and the level of police service, services provided, and manpower levels on each major island.

Commissioner Miller spoke of the ballooning cost of law and justice funding.

Councilmember Lackey mentioned the amount of sales tax revenue generated within the Town that is transferred to the County.

Discussion followed as to the proportion of the Town and County budgets devoted to law enforcement.

Councilmember Wilson suggested that perhaps an island-wide police funding process could be modeled similar to the EMS levy.

Commissioner Nielsen indicated agreement and felt that there must be a more equitable method of funding local law enforcement.

Sheriff Cumming pointed out that his officers operate county-wide.

Councilmember Robinson noted that the Town serves as a hub for the island and to some extent for the entire county. He felt that the Town and County need to work together to find funding solutions.

Commissioner Miller counseled that the issue also should be considered from the perspective of residents of other islands.

Commissioner Evans suggested that the Town and San Juan County enter into a dialogue as a community to find solutions.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1997

Elected officials and staff from both jurisdictions will meet to discuss the issue.

At 1:06 PM, Mayor LaPorte introduced the third discussion topic: Septage/Biosolids issues.

Administrator Fitch briefed the meeting as to the Town/County history on the topic and the current status. He noted severe increases in septage handling costs and the ongoing dialogue with SJC regarding funding and long-term solutions. Mr. Fitch summarized a number of aspects of the issue, including logistics, service levels, costs, the forest land application pilot project, the need for outside technical assistance, and the need for a revenue stream. He noted that off-island septage receiving facilities are being closed by various regulatory agencies.

Town and County elected officials and staff discussed various aspects of the issue. It was noted that land application would require a major capital investment that, due to the nature and ownership of the designated property, is, at best, a short term solution. Additionally, following pilot project testing, the scale of the local population is insufficient for cost effective local composting.

Mike Kauffman, SJC Public Health, suggested that a committee be formed to research options.

Mayor LaPorte and Commissioner Miller will work on the matter with Mr. Fitch and Mr. Kauffman.

At 1:21 PM, Mayor LaPorte introduced the fourth topic for discussion: Turn Point/Pear Point road planning.

SJC Public Works Director Ron Loewen informed the meeting that SJC had budgeted \$20,000 in 1997 to study Turn Point/Pear Point road alternatives. The Public Works Department would not have staff available to work on the project until the 4<sup>th</sup> quarter of 1997.

Town and County elected officials and staff discussed the issue and determined that the time frame convenient for Public Works would be acceptable.

At 1:24 PM, Mayor LaPorte introduced the last agenda discussion item: an update on determining Harbor Boundaries.

Commissioner Miller confirmed the County's commitment to assist financially in the project.

Mr. Loewen estimated the project would cost from \$5,000 to \$10,000 and that his department, as lead on the project, would require assurance of funding sources.

Guard Sundstrom, PE, SJC Public Works, requested guidance on project parameters.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1997

Administrator Fitch conveyed that the 1980 document on the subject satisfied the Town, County, and Port needs.

At 1:28 the meeting adjourned and was continued to the San Juan Island Yacht Club building on Front Street for a public meeting on Washington State Ferries (WSF) 2015 Anacortes/San Juan corridor service alternatives.

The meeting reconvened at 1:40 PM.

Ray Deardorf, WSF, summarized WSF's Long Range Plan for summer service in the Anacortes/San Juan corridor. He outlined the current service, the 2015 planning baseline, and 2015 alternatives 1, 2, 2a, and 3. One of his goals was to devise an alternative which would deliver a Level of Service C (LOS C) per the SJC Comprehensive Plan. Alternative 2 projects LOS C but would require double lane loading and offloading plus separated pedestrian loading. Alternative 2a (LOS D) is identical to alternative 2 except for the assumption of single-lane offloading. Mr. Deardorf distributed various handouts to illustrate his presentation.

Town, County, and Port elected officials and staff commented on the various alternatives, including the desire for some sort of reservation system, the impact of additional vehicles on local transportation infrastructure, priority vehicle loading for residents, county growth projections, terminal queuing requirements, fares, terminal ambiance, time-of-day rate structures, the alternatives arrived at through the recent Inter-modal planning process, virtual queuing, privatization of some routes and/or services, the eventual need for overhead walkways, making optimal use of existing facilities, and separate facilities for inter-island service.

Mr. Deardorf expressed the desire for a recommendation from the local governments as to the preferred alternative. WSF would like to move forward with a preferred draft by the end of April.

The need for a consistent recommendation from the Town and County was stressed.

Councilmember Boothman reiterated the need to plan for dispersing vehicles once they arrive through an island terminal.

Mr. Deardorf recapped the planning process employed and characterized the alternatives as steps to a desired goal.

At 3:12 PM, Councilmember Robinson moved and Councilmember Boothman seconded to adjourn and continue the meeting to 3/5/97 at 10:00 AM in a BOCC designated hearing room. The motion passed unanimously.

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Wm. J. LaPorte, Mayor

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Steven Dubail, Town Clerk

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1997

### Town Council – March 5, 1997 @ 10:00 AM

The Town Council met in regular session in the Board of County Commissioners Hearing Room, Mayor LaPorte presiding.

Members present: Boothman, Sheiman, & Wilson

Staff present: Town Administrator Fitch, Attorney Eaton, & Town Clerk Dubail

BOCC present: Miller, Evans, Nielsen

San Juan County Planning Director Laura Arnold introduced Bill Nielsen, Western Washington Growth Management Hearings Board.

Mr. Nielsen noted the topic of the meeting; the Growth Management Act (GMA) Comprehensive Plan appeal and mediation process. He summarized the role of the Growth Management Hearings Board (GMHB) in said process. Mr. Nielsen outlined options, process, and procedures, including a "settlement process" facilitated by a GMHB member in conjunction with the concerned parties. He mentioned that emphasis has shifted from voluntary mediation to a directed settlement process. Mr. Nielsen reiterated that public participation is an integral component of the process and outlined the timeline of the process. He noted that at the Hearing on the Merits the GMHB does not take additional testimony, it reviews the records and hears arguments from the appellant and respondent. The GMHB must issue a final decision within 6 months. Compliance with same must be with 180 days of the final order. Mr. Nielsen advised that the settlement process is most effective if undertaken within 100 days of the date of appeal. He stressed the short time frame of the settlement process and reminded that any appeal must be filed within 60 days of the Notice of Action.

At 10:22 AM, Mr. Nielsen responded to various inquiries from the Council, BOCC, and respective staff members, including time lines, differences between the mediation and settlement processes, the public input component, stipulation of non-compliance, vesting when a plan is declared invalid, that mediation does not preclude the settlement process, and consolidation of appeal petitions.

It was specified that the triggering date is the date of filing of the last appeal petition within the appeal period. It was pointed out that this appeal period for the SJC Comp. Plan ends on a Sunday and that it may be advisable to file any appeals by the close of business the preceding Friday. It was additionally noted that the appeal filing date is the date received by the GMHB, not the date postmarked.

Discussion continued with Mr. Nielsen responding to additional inquiries including, summarizing the events of a successful appeal utilizing the settlement process, public participation, subsequent appeals, compliance with the goals and requirements of the GMA, the differing intent and goals of the appeal and amendment processes, that the role of the GMHB is to determine compliance with the GMA – not that the best choices were made, that "intervener" status is available to individuals and groups as well as

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1997

government entities, that any settlement must go through the public process, that a settlement is "an agreement to reexamine certain issues" – it indicates rather than directs a certain path or result, and the unique character of San Juan County as a group of islands.

It was noted that there is a definite distinction between settling the case and settling the dispute. It was also noted that the GMHB may dismiss an appeal petition as frivolous.

Mr. Nielsen mentioned that there is no filing fee or other direct fees to either party in regard to the GMHB.

Mr. Nielsen responded to further inquiries from the audience.

The BOCC informed the meeting that they will discuss how to proceed with appeals of the County's Plan on 3/25/97 at 3:00 PM.

At 11:46 PM, Councilmember Sheiman moved and Councilmember Boothman seconded to adjourn. The motion passed unanimously.

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Wm. J. LaPorte, Mayor

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Steven Dubail, Town Clerk

### **Town Council – March 6, 1997 @ 12:00 PM**

The Town Council met in regular session with Mayor LaPorte presiding.

Members present: Boothman, Lackey, Sheiman, & Wilson  
Others present: Town Administrator Fitch

At Mayor LaPorte's request, Administrator Fitch led the meeting in the Pledge of Allegiance.

Councilmember Lackey moved and Councilmember Sheiman seconded to approve the minutes of the 2/20/97 noon and 7:30 PM meetings and the 2/26/97 noon meeting as amended. The motion passed unanimously.

Sheriff Cumming reported that, following discussion with representatives from Washington State Department of Transportation (WADOT), efforts could proceed on developing a summer ferry traffic management program. Sheriff Cumming reiterated that ferry traffic control was WADOT's responsibility in Friday Harbor, as it is at other terminals.

Mayor LaPorte, the Council, and staff discussed various aspect of traffic control with Sheriff Cumming.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1997

Mayor LaPorte thanked Sheriff Cumming for his report.

At 12:18 PM, Fire Chief Rosenfeld reported that his department received 9 fire calls in February, 22 year-to-date. Chief Rosenfeld reported on manpower levels, training, inter-departmental meetings and training, department group purchasing, and equipment acquisition planning.

Mayor LaPorte thanked Fire Chief Rosenfeld for his report.

At 12:26 PM, Maintenance Supervisor Reitan reported that Trout Lake Reservoir is full and water is still running over the spillway. In the Water Department; the consulting firm of Brown & Caldwell have completed the on-site operations audit at the Water Treatment Plant. The problems there appear to result from incomplete construction finalization by KCM. He noted that Brown & Caldwell have expressed interest in being considered for the position of Town Water Engineers. Inspection of the 500,000 gallon water tank was recently completed. The tank is in fair condition. Maintenance Supervisor Reitan advised that it is time to plan for renovation of the tank. The tank was installed in 1928 and was rewelded and repainted in 1978. Maintenance Supervisor Reitan explained to the Council the need to refurbish a electrical supply panel at the Water Treatment Plant.

Maintenance Supervisor Reitan informed the Council that he has published a call for bids for a new vibratory roller and a 1-ton dump truck.

The Solid Waste Department is functioning well.

The Waste Water Department is researching sludge disposal options.

The Street Department is preparing for street and curb painting in April.

The Council and staff discussed street striping, center-line dividers, designating right turn lanes, and using sand bags to try various traffic lane configurations.

Mayor LaPorte thanked Maintenance Supervisor Reitan for his report.

At 12:46 PM, Permit Coordinator Warren Jones distributed and summarized the Planning Department Activity Report as of 3/6/97. Mr. Jones responded to various inquiries from the Council, including considerations for siting a new LPG storage tank.

Mayor LaPorte thanked Mr. Jones for his report.

At 12:55 PM, at Treasurer Picinich's request; Councilmember Lackey moved and Councilmember Sheiman seconded to transfer \$15,000 from the Sewer Fund to Equipment Reserve Fund for purchase of a generator for the Waste Water Treatment Facility. Following discussion, the motion passed unanimously.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1997

Mayor LaPorte introduced draft resolution #1066, a resolution expressing support for the 50/50 sharing principle of Fraser River sockeye and pink salmon allocations between treaty and non-treaty fishermen within the Pacific Fisheries Management Council North of Cape Falcon Process and Pacific Salmon Commission negotiations.

Mike Allen, representing the local fishing industry, explained the particulars of the proposed resolution.

Mr. Allen responded to various inquiries from the Council.

At 1:12 PM, Councilmember Wilson moved and Councilmember Sheiman seconded to adopt Resolution #1066. The motion passed unanimously.

Mayor LaPorte introduced draft resolution #1068, a resolution authorizing the Mayor to execute an agreement between the Town of Friday Harbor and KCM Engineering, Inc. to complete the Water Treatment Plant Phase III Design and Construction Contract Documents.

Mayor LaPorte, the Council, and staff discussed the particulars of same, including the ongoing lack of a required Chlorine Contact Time test.

At 1:26 PM, following discussion, Councilmember Boothman moved and Councilmember Sheiman seconded to adopt Resolution #1068. The motion passed unanimously.

Administrator Fitch reported on concerns expressed by an adjacent property owner regarding the proposed placement of portable restroom facilities in the theater alley.

Administrator Fitch recommended that the Joint Planning Policy Group handle a number of issues brought up at the recent Council/BOCC joint meeting. The group has scheduled meetings for 3/26/97 from 9 to 11 AM, and 4/2 & 4/9/97 in the afternoon.

Councilmember Lackey moved and Councilmember Sheiman seconded to pay claims warrants #12848 through 12924 in the amount of \$88,570.08 and payroll warrants #5224 through 5261 in the amount of \$89,631.07. The motion passed unanimously.

At 1:31 PM, Councilmember Sheiman moved and Councilmember Lackey seconded to adjourn. The motion passed unanimously.

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Wm. J. LaPorte, Mayor

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Steven Dubail, Town Clerk



## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1997

### Town Council – March 6, 1997 @ 7:30 PM

The Town Council met in regular session with Mayor LaPorte presiding.

Members present: Boothman, Lackey, Sheiman, & Wilson

Others present: Town Administrator Fitch & Attorney Eaton

Mayor LaPorte led the meeting in the Pledge of Allegiance.

As a non-agenda item, Ed Smith inquired as to the Council's position on the issue of discontinuing the Sydney ferry run.

Mayor LaPorte responded that discussion of ferry service alternatives was an 8:00 PM agenda item.

The Council took up discussion of appeal of the San Juan County Comprehensive Plan.

Administrator Fitch outlined the alternatives.

The Council and staff discussed the procedures presented at the 3/5/97 joint meeting with the BOCC and the viable options for the Town.

Councilmember Boothman suggested that the compliance issues raised by the Town be initially discussed by the Joint Planning Policy Group.

Administrator Fitch additionally recommended that Attorney Eaton be afforded the opportunity to "come up to speed" on the compliance issues and begin discussion with the San Juan County Prosecuting Attorney's office regarding same.

The Council will receive a briefing from the Joint Planning Policy Group at their 3/20/97 meeting and at that time decide which items to include in the Town's appeal. The appeal, if one is to be filed, shall be filed by fax and mail on 3/21/97. The appeal must be filed with the GMHB and a copy served on the San Juan County Auditor. It was noted that the Town had repeatedly formally communicated the Town's concerns with the County's proposed plan to the appropriate County officials.

The Council concurred with said course of action.

At 8:00 PM, the Council took up discussion of Washington State Ferries (WSF) proposed service alternatives as presented at the 2/26/97 joint meeting with the BOCC held at the San Juan Island Yacht Club building.

Councilmember Boothman proposed that the Town's position must be to request the best possible service for the people of Friday Harbor.

Mayor LaPorte informed the Council, that in regard to the possible loss of the Sydney (international) run; the position of the Ferry Advisory Committee is to accept same with

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1997

the assurance from WSF of substantially improved service for San Juan Island. Mayor LaPorte summarized vehicle volume levels on the international run and the assumed minimal impact that loss of same would have on the Town.

Councilmember Sheiman pointed out that it is the stated position of WADOT that private carriers are not, and will not, be allowed to utilize WSF terminal facilities. She also referred to widespread public opposition to terminating the international run.

Discussion followed on the perceived merits of the international run to the local economy and the desire for good ferry service for island residents.

Administrator Fitch noted that the 2015 service alternatives presented at the joint meeting by WSF included the international run.

Discussion continued on the various service alternative, vehicle off-loading and routing options, the desired level of service (LOS C), the potential capital costs to the Town, the desire of the Ferry Advisory Committee for a unified recommendation of the preferred alternative, optimizing utilization of existing facilities (extending service hours), and the increasing vehicle saturation of the Town.

The consensus of the Council was to recommend Alternative 2a with LOS C.

The Council discussed the Town's position, if any, on losing or retaining the Sydney run.

Councilmember Sheiman spoke strongly for postponing the proposed 10/01/97 termination date so that adequate time would be available for a reasoned analysis.

The Council declined to express a formal position on the issue at this time.

At 8:55 PM, Mayor LaPorte declared a short recess.

The meeting reconvened at 9:03 PM.

The Council took up discussion of Shoreline View Corridors.

Administrator Fitch gave a brief summary of efforts to revise the Shoreline Master Program (SMP) and asked the Council how they wished to proceed. The Council and staff discussed views delineated on the 1993 Shoreline View Corridor Council Suggestions diagram.

Councilmember Lackey and Councilmember Wilson recounted their understanding of the intentions that resulted in the 1993 diagram.

Discussion followed on view definition and ranking.

Attorney Eaton reminded the Council that the immediate need is to decide whether to protect views and address upland view impacts in the new land use regulations.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1997

The Council and staff discussed the impact of anticipated development on existing views, obtaining a formal view survey, property acquisition to protect views, and building heights. The Council agreed that they would like some sort of view protection in the new land use regulations.

Attorney Eaton asked that the Council be prepared in the near future to provide direction to staff as to the scope of the area in which said view protection is required.

At 9:30 PM, Councilmember Lackey moved and Councilmember Boothman seconded to continue the meeting for 15 minutes. The motion passed unanimously.

Planning Consultant Jim Slocomb noted that the compliance order from the GMHB to the Town requires that the Town adopt the new land use regulations by the end of June 1997. There is a 60 day State review period for the proposed regulations prior to that date.

The Council decided to hold a work session on view protection issues on 3/13/97 at 7:30 PM.

Administrator Fitch reported on concerns expressed by an adult care facility operator regarding utility rates, termination of a DOE water system compliance order, that San Juan County will administer up to 5 alternative technology pilot projects such as the **sewage** system installed by the developers of the Sustainable Technology Center, that there would be a rally at Sunken Park on 3/8/97 to protest the Japanese taking of whales, and that a bagpipe parade was planned for 3/14/97.

Administrator Fitch informed the Council of a request by Roy Cope for relief of the tiered water rate portion of a large water bill he incurred due to a leak in his service line.

Mayor LaPorte, the Council, and staff discussed the Cope request, including allowances made for water consumption during the recent storm related state of emergency.

The consensus of the Council was to remain consistent with established policy – the customer is responsible for all the water through a meter and the applicable fees, regardless of the cause.

Administrator Fitch asked the Councilmembers to contact him regarding an upcoming boundary line adjustment issue.

The Council and staff discussed House Bill 2038, changing lodging (Hotel/Motel) tax authority.

At 9:50 PM, Councilmember Sheiman moved and Councilmember Lackey seconded to adjourn and continue the meeting to 3/13/97 at 7:30 PM. The motion passed unanimously.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1997

Wm. J. LaPorte, Mayor

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Steven Dubail, Town Clerk

### **Town Council – March 13, 1997 @ 7:30 PM**

The Town Council met in regular session.

Members present: Boothman, Lackey, Robinson, Sheiman, & Wilson

Others present: Town Administrator Fitch & Attorney Eaton

Town Clerk Dubail informed the Council that Mayor LaPorte would not be present due to an injury.

Councilmember Robinson moved and Councilmember Lackey seconded to appoint Councilmember Sheiman Mayor Pro Tem. The motion passed unanimously.

At Mayor Pro Tem Sheiman's request, Councilmember Boothman led the meeting in the Pledge of Allegiance.

Councilmember Boothman informed the Council that he had drafted a letter for Council consideration regarding Substitute House Bill #2038 – Uniform Standards for Local Option Excise Taxation of Lodging (Hotel/Motel Tax) to State Representative Jeff Morris expressing opposition to said legislation as currently drafted.

The Council reviewed the draft letter. Council and staff discussed same. The consensus of Council was to approve and forward the letter by fax and mail to Representative Morris's office.

At 7:43 PM, as a non-agenda item, Sam Pope addressed the Council regarding siting of new LPG commercial storage facilities within the Town. He asked that the Council take action to prohibit the siting of same, or require a 300' setback and a public notification process prior to issuance of an installation permit. He also recommended that proof of sufficient liability insurance coverage be required for same.

Council requested that the topic be a future agenda item.

At 7:46 PM, the Council took up discussion of view corridors.

The Council expressed interest in drafting legislation to address views outside the shoreline on the seaward side of First Street. Requiring a Conditional Use Permit (CUP) was suggested as a mechanism to accomplish same. The Council also considered how to protect views along the portion of Harrison Street from First Street to B Street.

Administrator Fitch noted the purchase/protect/resell process used by the Land Bank to assure view protection.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1997

The Council and staff discussed implementing view protection setbacks along lot lines, limiting the development footprint to 50%, using the CUP process to attempt to achieve a mutually acceptable development siting compromise, existing setback requirements, lot coverage in the "core" area, and limiting lot coverage to 50% from First Street to the water. The Council decided to eliminate consideration of designating a view corridor between the Legion and the Whale Museum.

Regarding State funding for ferry vehicle traffic control in Friday Harbor, Administrator Fitch informed the Council of a request from Rick Kiesser, WSF, North Region Terminal Manager, that the Council contact their State legislators in support of Senate Bill #5662.

The Council and staff briefly discussed portable restrooms.

At 9:14 PM, Councilmember Lackey moved and Councilmember Robinson seconded to adjourn. The motion passed unanimously.

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Vonda L. Sheiman, Mayor Pro Tem

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Steven Dubail, Town Clerk

### **Town Council – March 20 , 1997 @ 7:30 PM**

The Town Council met in regular session with Mayor LaPorte presiding.

Members present: Boothman, Lackey, Robinson, Sheiman, & Wilson

Others present: Town Administrator Fitch & Treasurer Picinich

At Mayor LaPorte's request, Councilmember Lackey led the meeting in the Pledge of Allegiance.

At 7:35 p.m., Mayor LaPorte opened the public hearing on the Lanning Rezone Application #47 requesting rezoning 806 Guard Street from Multi-family Residential to Light Industrial. The Mayor instructed the meeting in the procedure that would follow. Hearing no objection to his or any Councilmembers participation, Mayor LaPorte asked Permit Coordinator Jones to present the staff report.

Mr. Jones summarized his staff report dated March 13, 1997.

At 7:45 p.m., the Mayor asked if the proponents representative had any additional information.

At 7:46 p.m., the Mayor opened the hearing for public input. Being no public input, Mayor LaPorte closed the public portion of the hearing and the Council began its deliberations. All discussion is on tape.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1997

At 7:55 p.m., Attorney Eaton joined the meeting.

At 8:00 p.m., Councilmember Boothman moved and Councilmember Sheiman seconded to approve Rezone Application #47. The motion was unanimously approved.

At 8:02 p.m., Attorney Eaton presented the final draft of the "petition for review" of the San Juan County Comprehensive Plan to the Western Washington Growth Management Hearings Board.

Attorney Eaton explained changes made in the document since the March 13, 1997 draft.

Councilmember Robinson moved and Councilmember Sheiman seconded to approve the final "Petition for Review" . The motion was unanimously approved.

Administrator Fitch presented the Council a map showing Councilmember Wilson's suggested view corridors.

Administrator Fitch presented Brown & Caldwell's report on the operation of the Town's Water Treatment Plant. The findings of this report will be discussed at the April 3<sup>rd</sup> Council meeting.

Administrator Fitch asked the Council if they were still planning to incorporate the Hillview Terrace water system as a part of the Town's water system.

Councilmember Robinson moved and Councilmember Boothman seconded to proceed with accepting the Hillview Terrace water system. The motion passed by a four to one vote with Councilmember Wilson voting against the motion.

Mayor LaPorte presented draft Resolution #1069, a resolution by the Council of the Town of Friday Harbor to authorize conditional private use of a portion of Sunken Park by the San Juan Island Goodtime Jazz Association.

The Council's concerns regarding the Jazz Association's use of Sunken Park were addressed. The use map has been amended and approval from the Sunken Park neighbor's received.

Councilmember Lackey moved and Councilmember Sheiman seconded to adopt Resolution #1069. The motion was unanimously approved.

Mayor LaPorte explained that he has received a letter from Representative Jeff Morrison regarding the status of legislation regulating the use of hotel/motel tax monies.

Councilmember Robinson expressed his concern on the future siting of propane tank farms within the Town of Friday Harbor. It was decided to schedule Building Office Hodges at the next Council meeting to discussed propane tank locations.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1997

At 8:50 p.m., Councilmember Sheiman moved and Councilmember Lackey seconded to adjourn. The motion was unanimously approved.

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Wm. J. LaPorte, Mayor

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Wendy J. Picinich, Clerk pro tem

### **Town Council – March 20 , 1997 @ 12:00 PM**

The Town Council met in regular session with Mayor LaPorte presiding.

Members present: Boothman, Lackey, Robinson, Sheiman, & Wilson

Others present: Town Administrator Fitch & Treasurer Picinich

At Mayor LaPorte's request, Councilmember Robinson led the meeting in the Pledge of Allegiance.

Mayor LaPorte asked Administrator Fitch to extend the Council's and his congratulations to Bob Low for achieving his certification as a Water Treatment Plant Operator as a Water Distribution Specialist I from the Department of Health.

Mayor LaPorte presented draft Resolution #1069, a resolution by the Council of the Town of Friday Harbor to authorize conditional private use of a portion of Sunken Park by the San Juan Island Goodtime Jazz Association.

Mark Kendziorek, Executive Director of the San Juan Island Goodtime Jazz Association, explained the request. He added that the Jazz Association would be donating \$500 to the Town to help cover maintenance costs at Sunken Park.

Councilmember Robinson moved and Councilmember Lackey seconded to adopt Resolution # 1069.

Councilmember Wilson asked if the Jazz Association had consulted with the Sunken Park's neighbors regarding the use of the park. He also requested that the use map of Sunken Park be amended to allow public viewing from the area where Jazz buttons are to be sold.

Councilmember Wilson asked that Resolution #1069 be tabled until his concerns were addressed.

Since there was a motion to adopt Resolution #1069 on the floor, the question was called for. The motion was defeated by a two to three vote.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1997

Councilmember Wilson moved and Councilmember Boothman seconded to table discussion of Resolution #1069 until these concerns were addressed. The motion was unanimously approved.

Mayor LaPorte presented draft Resolution #1070, a resolution by the Council of the Town of Friday Harbor to authorize conditional private use of a portion of Spring Street by the San Juan Island Goodtime Jazz Association.

Councilmember Lackey moved and Councilmember Sheiman seconded to adopt Resolution #1070. The motion was unanimously approved.

Mayor LaPorte presented draft Resolution #1071, a resolution by the Council of the Town of Friday Harbor authorizing the Mayor to execute a contract with Skagit County Medical Bureau for medical insurance for 1997.

Councilmember Lackey moved and Councilmember Sheiman seconded to adopt Resolution #1071. The motion was approved with Councilmember Wilson abstaining.

Mayor LaPorte presented draft Resolution #1072 a resolution by the Council of the Town of Friday Harbor authorizing the Mayor to adopt the 1997 Storm Water Management Plan.

Councilmember Lackey moved and Councilmember Robinson seconded to adopt Resolution #1072. The motion was unanimously approved.

The Mayor asked the Council if they had any non-agenda items to present.

Councilmember Boothman brought the Council's attention to a program initiated by the City of Lacey. Lacey's Work Involvement Now (WIN) is a program designed to encourage youth groups to participate in projects that help the community.

The Council expressed a strong interest in the WIN program. Councilmember Boothman will contact the City of Lacey for more information.

Councilmember Lackey moved and Councilmember Sheiman seconded to approved the payment of claims warrants #12926 through #12982 in the amount of \$78,857.07. The motion was approved with Councilmember Boothman abstaining.

The Mayor explained that he would respond to Claudia Mill's letter.

Administrator Fitch asked Councilmembers to examine the flower boxes on Front Street and make recommendations for the replacement of the rope railing. Councilmember Boothman volunteered to design some fencing solutions and will bring suggestions to the Council.

At 1:00 p.m., Councilmember Lackey moved and Councilmember Sheiman seconded to adjourn. The motion was unanimously approved.



## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1997

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Wm. J. LaPorte, Mayor

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Wendy J. Picinich, Clerk pro tem

### **Town Council – April 3, 1997 @ 12:00 PM**

The Town Council met in regular session with Mayor LaPorte presiding.

Members present: Boothman, Robinson, Sheiman, & Wilson

Others present: Town Administrator Fitch & Treasurer Picinich

Town Clerk Dubail informed the Council that Councilmember Lackey had previously notified his office that he would not be attending the meeting as he would be out of town on a family medical matter.

At Mayor LaPorte's request, Councilmember Wilson led the meeting in the Pledge of Allegiance.

Councilmember Boothman moved and Councilmember Sheiman seconded to approve the minutes of the March 5, 1997 at 10:00 PM, March 6, 1997 at 12:00 PM, March 6, 1997 at 7:30 PM, March 13, 1997 at 7:30 PM, March 20, 1997 at 12:00 PM, and March 20, 1997 at 7:30 PM Council meetings as amended. The motion passed unanimously.

Sheriff Cumming reported that plans for direction of summer ferry traffic will proceed although WSDOT funding for same had not been finalized.

Sheriff Cumming explained perceived problems with police vehicle access to Second Street from the new Sheriff's wing. He requested that the Council allow the Town Administrator to designate 2 on-street parking places adjacent to the Sheriff's wing curb cut as No-Parking to provide for needed sight distance.

Ron Loewen, San Juan County Public Works Director, explained the constraints of the current Courthouse parking lot.

Councilmember Boothman inquired as to whether San Juan County was prepared to reimburse the Town the current \$3,800 per parking space Fee-In-Lieu-Of amount for the desired spaces.

Sheriff Cumming and Mr. Loewen indicated that San Juan County was not interested in paying for the spaces.

At 12:10 PM, Attorney Eaton joined the meeting.

At Councilmember Robinson's inquiry, Sheriff Cumming stated that he was requesting the 2 spaces to improve the sight distance on each side of the curb cut. Additionally, he

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1997

would like another on-street space in the vicinity designated for Sheriff's Department use only.

Mayor LaPorte and Sheriff Cumming discussed newly available public parking spaces at the Courthouse Annex.

Councilmember Sheiman indicated support for designating the 2 requested parking spaces for sight distance in the interest of public safety.

Councilmember Robinson pointed out that the issue had been negotiated in depth during the permitting process for the Sheriff's wing.

It was noted that the County was made aware of the design deficiencies that the Sheriff is hoping to mitigate by his request during those negotiations.

Mr. Loewen stated that the County will create "2 or 3" new public off-street spaces when the new County parking lot is developed.

Councilmember Boothman reiterated that the issue had been previously negotiated and the current design agreed to. The Town is again bearing the brunt of County impacts.

Councilmember Robinson suggested that 2 spaces be designated as no parking to provide for the requested sight distance, the third space to be available only if the In-Lieu-Of fee were paid.

Administrator Fitch suggested that the 2 spaces adjacent to the Sheriff's curb cut be designated as "Compact Vehicle Only" spaces to provide the necessary sight distance while retaining the public on-street parking.

Sheriff Cumming stated that the 2 spaces were for sight distance purposes only and would not be used for any vehicle parking.

At 12:21 PM, Councilmember Robinson moved and Councilmember Sheiman seconded to designate 1 parking space on each side of the Sheriff's curb cut as "No Parking" for sight distance purposes.

Councilmember Boothman reiterated that as the Town and County had previously negotiated the issue, the County should pay the In-Lieu-Of fee for each space.

Councilmember Wilson suggested that San Juan County pay for the desired spaces or create replacement spaces in the area by May 2<sup>nd</sup>.

The Council and Sheriff Cumming discussed various aspects of the issue.

At 12:28 PM, the motion passed with Councilmembers Robinson and Sheiman voting in the affirmative, Councilmembers Boothman and Wilson opposed, and Mayor LaPorte breaking the tie by voting in the affirmative.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1997

Fire Chief Rosenfeld reported that his department had received 27 fire calls so far this year. He reported on department maintenance and training activities. Chief Rosenfeld noted that the department currently has 16 regular members, 2 rookies, and 3 recruits. He informed the Council that members of the department would be participating in a parade in Victoria.

Mayor LaPorte thanked Fire Chief Rosenfeld for his report.

At 12:32 PM, Maintenance Supervisor Reitan reported that Trout Lake Reservoir is 9 inches over the spillway, water production is down at the water treatment plant due to decreased demand, the #2 filter is down for maintenance and the #1 filter is not functioning at an optimum level. Maintenance Supervisor Reitan summarized other Water Department projects that are planned or underway, including the replacement of the water main on Blair Avenue.

The Sewer Department is still looking for a sludge receiving site.

Tourists are starting to arrive and the Refuse Department is emptying the street refuse containers more frequently.

Spring maintenance is underway in the Town parks.

Maintenance Supervisor Reitan explained the results of the recent equipment acquisition bids for a 1-ton dump truck and a used vibratory asphalt roller. He informed the Council of maintenance assistance received from members of the Boy Scouts and the students at Spring Street School.

Mayor LaPorte thanked Maintenance Supervisor Reitan for his report.

Sheriff Cumming invited all to attend an open house at the new Sheriff's wing from 3:00 PM to 6:00 PM tomorrow.

At 12:40 PM, Permit Coordinator Jones distributed and summarized the Planning Department Activity Report for March.

Mayor LaPorte thanked Mr. Jones for his report.

Building Official Hodges reported that his department was seeing an increase in building permit applications, 9 applications were received in March.

Mayor LaPorte informed the Council that Mr. Hodges was available to answer questions regarding bulk propane storage facilities.

Mr. Hodges and Fire Chief Rosenfeld responded to various inquiries from the Mayor and Council regarding same.

Mayor LaPorte thanked Mr. Hodges and Fire Chief Rosenfeld.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1997

At 1:13 PM, Councilmember Sheiman moved and Councilmember Wilson seconded to approve payment of claims warrants #12985 through 13046 in the amount of \$59,265.20 and payroll warrants #5264 through 5331 in the amount of \$102,726.74. The motion passed unanimously.

Councilmember Boothman addressed the audience present in regard to the bulk propane storage facility issue. He noted that the Town must adhere to existing laws and regulations.

Mayor LaPorte, the Council, and staff discussed future options for regulating bulk propane storage facilities.

At 1:18 PM, Councilmember Robinson moved and Councilmember Boothman seconded to adjourn. The motion passed unanimously.

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Wm. J. LaPorte, Mayor

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Steven Dubail, Town Clerk

### **Town Council – April 3, 1997 @ 7:30 PM**

The Town Council met in regular session with Mayor LaPorte presiding.

Members present: Boothman, Robinson, & Wilson

Others present: Town Administrator Fitch & Attorney Eaton

Town Clerk Dubail informed the Council that Councilmember Lackey had previously notified his office that he would not be attending the meeting as he would be out of town on a family medical matter and that Councilmember Sheiman would not be attending the meeting due to illness.

At Mayor LaPorte's request, Councilmember Boothman led the meeting in the Pledge of Allegiance.

Mayor LaPorte presented the draft Findings of Fact and Conclusions of Law for the William Lanning Rezone, application #47.

Councilmember Robinson moved and Councilmember Boothman seconded to adopt same. The motion passed unanimously.

Mayor LaPorte presented draft Ordinance #1029, an ordinance changing the location of a certain land use zoning boundary on property bordering Guard Street in the Southwest Quarter of the Southeast Quarter of Section 11, Township 35N, Range 3 WWM, commonly known as 860 Guard Street to Light Industrial.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1997

Councilmember Boothman moved and Councilmember Robinson seconded to adopt Ordinance #1029. The motion passed unanimously.

Mayor LaPorte presented draft Resolution #1073, a resolution authorizing the Mayor to accept a proposal from Blade Chevrolet to provide a new one-ton flatbed dump truck, and draft Resolution #1074, a resolution authorizing the Mayor to accept a proposal from N.C. Machinery to provide a used vibratory asphalt roller.

Administrator Fitch explained the particulars of same and conveyed the recommendations of Maintenance Supervisor Reitan.

Following discussion, Councilmember Robinson moved and Councilmember Boothman seconded to adopt Resolution #1073. The motion passed unanimously.

Councilmember Robinson moved and Councilmember Wilson seconded to adopt Resolution #1074. Following discussion, the motion passed unanimously.

At 7:40 PM, the Council began a work session on the draft GMA development regulations.

Planning Consultant Jim Slocomb distributed a draft of FHMC 17.46 – the Off-Street Parking Requirements and Fee-In-Lieu Alternatives.

Administrator Fitch gave a brief summary of the history of same.

Mayor LaPorte, the Council, and staff reviewed and discussed the proposed revisions including; parking stall widths and minimizing the irrigation of required landscaping.

Mayor LaPorte, the Council, and staff reviewed and discussed the other proposed additions and revisions to FHMC Title 17 including; neighborhood preservation, residential land use ratios, administration, permitted and conditional uses, minimum lot size, smaller street profiles, dwelling units per acre, the reduced number of conditional uses, lot coverage, ancillary SFR uses, and tax exempt uses.

At 9:28 PM, Councilmember Boothman moved and Councilmember Wilson seconded to continue the meeting for 10 minutes. The motion passed unanimously.

Administrator Fitch reported: Distribution to the Council of a joint letter from the BOCC and the Town of Friday Harbor to WSDOT Director Sid Morrison regarding the necessity of the Capron Funds. Receipt of communications regarding siting temporary public restrooms in Theater Alley from Rick King for the adjacent property owners and Ray Kinnaman, theater operator. A letter from the Western Washington Growth Management Hearings Board regarding the Town's appeal of the County's Comprehensive Plan scheduling a Prehearing Conference for 1:00 PM on 5/1/97 in the Gubelman Room at the San Juan Community Theater and a Hearing on the Merits for 9:00 AM on 7/22/97 at the Inn at Friday Harbor Conference Room.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1997

Administrator Fitch noted that San Juan County will be considering an ordinance to repeal their new Comprehensive Plan on April 28<sup>th</sup> and 29<sup>th</sup>.

Mayor LaPorte, the Council, and staff discussed various aspects of the situation.

Administrator Fitch informed the Council that Ms. Nancy Larsen had been hired as part-time Water Conservation Program Coordinator.

At 9:43 PM, Councilmember Robinson moved and Councilmember Boothman seconded to adjourn and continue the meeting to 4/10/97 at 7:30 PM for a work session on the draft GMA development regulations. The motion passed unanimously.

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Wm. J. LaPorte, Mayor

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Steven Dubail, Town Clerk

### **Town Council – April 10, 1997 @ 7:30 PM**

The Town Council met in continued regular session with Mayor LaPorte presiding.

Members present: Boothman, Lackey, Sheiman, & Wilson

Others present: Town Administrator Fitch & Attorney Eaton

Town Clerk Dubail informed the Council that Councilmember Robinson had notified his office that he would be unable to attend the meeting due to a scheduling conflict.

At Mayor LaPorte's request, Councilmember Lackey led the meeting in the Pledge of Allegiance.

Mayor LaPorte opened the Council work session on the draft GMA development regulations.

Planning Consultant Jim Slocomb informed the Council that 3 years was the average required irrigation period for screening trees.

The Council and staff discussed landscaping requirements and water conservation.

The Council and staff took up review of the draft revisions to FHMC 17.28 – Permitted Uses in the PSC zone. Subjects discussed included permitting tax exempt public governmental uses in privately owned structures. The Council agreed to retain 17.28.020 as drafted and continue exploration of alternatives to minimize the revenue impact of properties being converted to tax exempt ownership.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1997

At 8:17 PM, the Council took up review of FHMC 17.32, the C1 COM zone. It was noted that telecommunications type businesses may be considered a professional service. The Council and staff discussed permitted and conditional uses and view corridors.

Review of FHMC 17.36, the C2 COM zone, followed. The Council and staff discussed siting public accommodation facilities. The Council discussed the perceived impacts and benefits of transient accommodation facilities.

At 8:44 PM, Mayor LaPorte declared a short recess.

The meeting reconvened at 8:50 PM.

Discussion continued regarding permitted and conditional uses. The desire to minimize the increase of tax exempt properties was reiterated. The Council requested that staff research methods to accomplish same.

At 9:09 PM, the Council and staff took up discussion of FHMC 17.40, the Downtown Area, including access and parking requirements for residential uses. It was noted that one of the intents of allowing residential uses downtown was to help provide for "affordable" housing. The financial feasibility of Auxiliary housing was discussed.

At 9:32 PM, Councilmember Lackey moved and Councilmember Sheiman seconded to adjourn. The motion passed unanimously.

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Wm. J. LaPorte, Mayor

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Steven Dubail, Town Clerk

### **Town Council – April 17, 1997 @ 12:00 PM**

The Town Council met in regular session.

Members present: Boothman, Lackey, Robinson, & Sheiman  
Others present: Treasurer Picinich

Town Clerk Dubail informed the Council that Mayor LaPorte Councilmember Wilson and Administrator Fitch had notified his office that they would not be attending the noon meeting.

Councilmember Boothman moved and Councilmember Lackey seconded to appoint Councilmember Robinson Mayor Pro Tem. The motion passed unanimously.

At Mayor Pro Tem Robinson's request, Councilmember Boothman led the meeting in the Pledge of Allegiance.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1997

Approval of the minutes of the previous meetings was deferred to the evening meeting.

Mayor Pro Tem Robinson opened the Council work session on the draft GMA development regulations.

The Council took up review of Chapter 17.40 – Downtown Area. The Council will revisit 17.40.050 – Performance Standards when a draft is available.

The Council and staff discussed the practical implementation of 17.40.040 – Pedestrian Oriented. Sidewalk widths and uses may be discussed at the evening meeting.

At 12:21 PM, the Council began review of a proposed new code chapter; 17.44 – Public Service zone. Planning consultant Jim Slocomb explained the intent of same. It was noted that the Port of Friday Harbor has an Airport Master Plan.

Section 17.44.020(F) was deleted. Section 17.44.050 was changed to read "lot coverage".

At 12:33 PM, Chapter 17.48 – Shoreline Public Accommodation zone was reviewed. The "no minimum lot area" requirement was discussed. The Council and staff discussed the reasoning for permitting residential uses as a Conditional Use. The desire to provide for some sort of public use of the shoreline was expressed. The intent of the existing SPA zone was discussed. The Council agreed to leave the chapter as drafted.

At 12:57 PM, the Council reviewed Chapter 17.52 – Light Manufacturing zone. In the first sentence in 17.52.040 "Lot area requirements ... for residential uses ..." was deleted.

At 1:07 PM, Chapter 17.56 – Light Industrial zone was reviewed. The first sentence in 17.56.040 was deleted as above. The question as to what uses constituted a "nuisance" as referred to in 17.56.030(B) and other portions of Title 17 was raised.

Councilmember Sheiman suggested that prior to review, the Council receive the current revised draft regulations.

At 1:14 PM, Mr. Slocomb suggested that the Council review Chapter 17.60 – General Requirements, and pointed out the new sections.

Councilmember Sheiman moved and Councilmember Lackey seconded to approve payment of claims warrants #13048 through 13095 in the amount of \$46,654.09. The motion passed unanimously.

At 1:20 PM, Councilmember Sheiman moved and Councilmember Lackey seconded to adjourn. The motion passed unanimously.



## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1997

Richard S. Robinson, Mayor Pro Tem

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Steven Dubail, Town Clerk

### **Town Council – April 17, 1997 @ 7:30 PM**

The Town Council met in regular session with Mayor LaPorte presiding.

Members present: Boothman, Lackey, Robinson, & Sheiman

Others present: Town Administrator Fitch & Attorney Eaton

Town Clerk Dubail informed the Council that Councilmember Wilson had notified the Permit Coordinator that he would not be attending this meeting.

At Mayor LaPorte's request, Councilmember Robinson led the meeting in the Pledge of Allegiance.

Councilmember Robinson moved and Councilmember Sheiman seconded to approve the minutes of the 4/3/97 noon and 7:30 PM and 4/10/97 7:30 PM Council meetings as revised. The motion passed unanimously.

Councilmember Robinson related an inquiry from the Sheriff as to the desirability of creating a temporary public parking lot in the County owned empty lot across Second Street from the new Sheriff's wing.

Mayor LaPorte, Council, and staff briefly discussed same.

Councilmember Robinson informed the Council that the Fire Department may be requesting additional funding to increase the compensation to key personnel.

Mayor LaPorte and the Council discussed various Fire Department concerns. The Council would like to discuss the issue with the Chief.

Copies of the revised (04/17/97) draft of FHMC Title 17 were distributed to the Mayor, Council, and staff.

At 7:42 PM, the Council took up review of draft Title 17.

The Council and staff discussed the proposed development screening requirements. The Council decided that all uses in the Light Manufacturing and Light Industrial zones shall have sight and sound screening if they abut SFR or MFR zones.

Administrator Fitch noted that preliminary research indicates that, with the possible exception of the Town of Coupeville, the Town of Friday Harbor may be the first to consider requiring new government facilities to be property tax revenue neutral.

Mayor LaPorte, the Council and staff discussed various aspects of same.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1997

At 8:05 PM, the Council took up review of 17.60 – General Requirements.

Planning consultant Jim Slocomb pointed out the draft provisions of Section 17.60.030 – Landscaping.

Mayor LaPorte, the Council, and staff reviewed same.

At 8:30 PM, Mayor LaPorte declared a short recess.

The meeting reconvened at 8:36 PM.

Following discussion, the Conditional Use requirement for 17.60.020 – Fences, was removed for fences over 6 feet in all but the SFR zone.

The Council and staff took up discussion of the proposed revised Section 17.64 – Off-Street Parking Requirements and Fee-In-Lieu Alternatives. The Council will continue discussion of same at the next work session.

At 9:03 PM, Administrator Fitch gave his Administrator's Report.

Administrator Fitch explained the provisions of draft resolution #1075, a resolution authorizing the Mayor to accept a proposal from General Pacific, Inc. to provide ten street lighting standards.

Councilmember Robinson moved and Councilmember Lackey seconded to adopt Resolution #1075. The motion passed unanimously.

Administrator Fitch explained the provisions of draft resolution #1076, a resolution authorizing the Mayor to accept a proposal from Poly John Enterprises to provide five portable restrooms.

Councilmember Robinson moved and Councilmember Lackey seconded to adopt Resolution #1076. The motion passed unanimously.

Attorney Eaton reported on a meeting of Town and San Juan County staff regarding determination of the harbor boundaries. The conclusion of the meeting was that 3 lines bisecting the harbor from the Town boundaries would provide a workable solution.

It was noted that a portion of the Port of Friday Harbor marina would end up on the County side of the line. Mayor LaPorte, the Council, and staff discussed aspects of same.

Administrator Fitch informed the Council that he would be issuing Sign Ordinance infraction notices. To file same the District Court Clerk was requiring that the date of birth of the recipient be on the infraction notice. Each day of violation could result in a separate infraction.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1997

The Council expressed interest in raising the monetary penalty for same.

Administrator Fitch inquired as to whether the Council was interested in providing some sort of medical insurance coverage for part-time Town employees. The Council was amiable to same.

Administrator Fitch reported receipt of a petition to reinstall the "Free Willy" steps on Front Street. Business and property owners in the area have indicated they are willing to participate financially with the Town to install some sort of ADA compliant access from Front Street to the adjacent upland sidewalk. The proposed project would require a currently unbudgeted Town expenditure.

Administrator Fitch explained the very temporary (6 hour) intended life of the original movie prop steps, that same had precluded access to an OPALCO transclosure, restrictions on directing public traffic directly into a vehicle thoroughfare, problems with pedestrians frequently halting unloading ferry traffic, and ADA access requirements.

Councilmember Sheiman suggested that the petition signers and other concerned individuals be given to opportunity to have the situation explained in a Council meeting.

The Council and staff discussed various aspects of the issue.

At 9:38 PM, Councilmember Lackey moved and Councilmember Boothman seconded to continue the meeting for 15 minutes. The motion passed unanimously.

Administrator Fitch distributed a letter and supporting information from Tamara Nack, PE, of Gray & Osborne Consulting Engineers, regarding the Malcolm Street Storm Drainage Improvement Project.

Mayor LaPorte, the Council, and staff reviewed and discussed same.

Administrator Fitch explained the financial, engineering, and business community impacts of the project.

The opportunity to reconfigure Spring Street with parallel parking and 12 to 14 foot wide sidewalks was mentioned.

At 9:58 PM, Councilmember Robinson moved and Councilmember Lackey seconded to adjourn. The motion passed unanimously.

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Wm. J. LaPorte, Mayor

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Steven Dubail, Town Clerk

**Town Council – May 1, 1997 @ 12:00 PM**

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1997

The Town Council met in regular session with Mayor LaPorte presiding.

Members present: Boothman, Lackey, Robinson, Sheiman, & Wilson

Others present: Town Administrator Fitch

At Mayor LaPorte's request, Councilmember Wilson led the meeting in the Pledge of Allegiance.

Councilmember Lackey moved and Councilmember Robinson seconded to accept the minutes of the 4/17/97 noon and 7:30 PM meetings as amended. The motion passed unanimously.

Sheriff Cumming reported that due to an audit of DOT expenditures no money will be available from Washington State Ferries for ferry traffic control in Friday Harbor until possibly 1998.

With the new street striping completed downtown the Sheriff's Department will begin "enhanced" enforcement of U-turn violations.

Mayor LaPorte thanked Sheriff Cumming for his report.

Fire Chief Rosenfeld reported that his department responded to 8 minor incidents in March. The Fire Department currently has 16 regular members, 2 rookies, and 3 recruits for the next recruit class. The department is close to writing specifications for acquisition of desired new fire fighting apparatus.

Mayor LaPorte and the Chief discussed the impacts of Fire Department responsibilities on the Chief's time. Councilmembers Robinson and Wilson will assist the Mayor in working with the Chief on solutions.

Mayor LaPorte noted that he and 3 firefighters will be attending the upcoming Victoria Day Parade. They will be taking the 1923 fire engine for participation in the parade.

At 12:20 PM, Maintenance Supervisor Reitan reported that Trout Lake Reservoir is still full, rainfall for April was down approximately 2", and water production demand is down.

The #2 filter at the water treatment plant should be back online today. The filter manufacturer, Infilco Degremont (IDI), has stated that they will reimburse the Town for all costs associated with the filter malfunctions, including overtime.

Maintenance Supervisor Reitan informed the Council of a recent communication from FEMA indicating that the Town will be reimbursed for a portion of snow removal costs.

Maintenance Supervisor Reitan informed the Council that Bob Erickson will be retiring June 1, 1997. The lead position in the Refuse Department will be eliminated and the duties of same assumed by the Maintenance Supervisor.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1997

Sludge will be long-hauled in containers on a short-term basis until the Ferndale site is available.

The Streets/Parks crew is striping and mowing.

Maintenance Supervisor Reitan responded to various inquiries from the Council. He noted that the required water treatment plant CT (chlorine contact time) study has yet to be completed by KCM. The system is still in technical violation status with DOH.

Mayor LaPorte thanked Maintenance Supervisor Reitan for his report.

At 12:33 PM, Nancy Larsen, Water Conservation Specialist, briefed the Council on her research into developing a Town Water Conservation Plan.

Mayor LaPorte thanked Ms. Larsen for her report.

At 12:41 PM, Permit Coordinator Warren Jones distributed and summarized the Planning Department Activity Report as of 5/1/97.

Mr. Jones responded to various inquiries from the Council.

Mayor LaPorte thanked Mr. Jones for his report.

At 12:47 PM, Building Official Jim Hodges reported on activity in the Building Department. His department received 9 applications in March and 13 in April.

Mayor LaPorte thanked Mr. Hodges for his report.

Brad Musick, Brown & Caldwell, Environmental Engineering & Consulting, gave a presentation regarding his firms inspection and evaluation of the new water treatment plant. Mr. Musick explained the existing problems, operational alternatives, design and vendor support deficiencies, and provided short and long-term recommendations.

Mr. Musick responded to various inquiries from the Council and staff. It was noted that the Town currently has a construction contract with KCM for construction drawings for a 3<sup>rd</sup> filter unit.

Mayor LaPorte thanked Mr. Musick for his report.

At 1:21 PM, Lowell Warren, KCM, noted some of the efforts by KCM to facilitate manufacturer support of the new water treatment plant. Mr. Warren gave a status report on the Trout Lake Dam Feasibility Study currently underway. He stated that the Town should receive a preliminary draft by mid June.

Mr. Warren responded to various inquiries from the Council.

Mayor LaPorte thanked Mr. Warren for his presentation.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1997

Councilmember Lackey moved and Councilmember Sheiman seconded to approve payment of claims warrants #13097 through 13114 in the amount of \$67,590.46 and payroll warrants #5333 through 5371 in the amount of \$102,764.71. The motion passed unanimously.

Administrator Fitch distributed to Council a draft letter conveying a joint Town of Friday Harbor, San Juan County, Port of Friday Harbor, and San Juan County Ferry Advisory Committee response to Ray Deardorf, Planning Director, Washington State Ferries (WSF) regarding Service Alternatives – WSF Long Range System Plan, for Council review and consideration. The draft letter is dated 5/13/97.

At 1:36 PM, Councilmember Robinson moved and Councilmember Lackey seconded to adjourn. The motion passed unanimously.

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Wm. J. LaPorte, Mayor

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Steven Dubail, Town Clerk

### **Town Council – May 1, 1997 @ 7:30 PM**

The Town Council met in regular session with Mayor LaPorte presiding.

Members present: Boothman, Lackey, Robinson, Sheiman, & Wilson

Others present: Town Administrator Fitch & Attorney Eaton

At Mayor LaPorte's request, Councilmember Sheiman led the meeting in the Pledge of Allegiance.

There were no non-agenda items presented.

Mayor LaPorte opened the Public Hearing for Conditional Use Permit Application #42 by Mike and Wendy Pinnow and the Port of Friday Harbor. Mayor LaPorte instructed the meeting in the procedure that would be followed. Hearing no objection to his or any Councilmember's participation, Mayor LaPorte asked Permit Coordinator Jones to present the staff report.

Mr. Jones summarized the staff report dated 4/25/97. The staff recommendation is for approval.

Port Commissioner Greg Hertel, representing the Port of Friday Harbor as property owner, spoke in support of the application.

At Councilmember Boothman's inquiry, Mr. Hertel stated that the Port would be complying with the Town's Street and Storm Drainage Standards in a timely manner.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1997

Wendy Pinnow, lease holder, stated that she has made plans to have the parking lot paved on 5/2/97, weather permitting.

At 7:40 PM, Mayor LaPorte opened the hearing for public input.

There were no comments from the audience.

Administrator Fitch and Mr. Jones explained the current Street and Storm Drainage Standards compliance policy.

The Council and staff discussed particulars of same.

At 7:45 PM, hearing no further comment, Mayor LaPorte closed the public input portion of the hearing, noting that the Council reserves the right to reopen the hearing for public input at a later time or date.

Councilmember Robinson moved and Councilmember Sheiman seconded to adopt the staff report for Conditional Use Permit #42 and direct staff to prepare Findings of Fact and Conclusions of Law for same. The motion passed unanimously.

The Council took a short recess to partake of a birthday cake for Mrs. Pam Fitch.

At 7:50 PM, Administrator Fitch inquired as to whether the Council was interested in scheduling a joint meeting with the BOCC and the Port to hear a closing report from the consultant for the recent Inter-modal Transportation Study. It was noted that a Final Report was never adopted, the final draft was essentially the WSF preferred version. Councilmember Sheiman added that funding feasibility was never adequately addressed.

Mayor LaPorte, the Council, and staff discussed various aspects of the issue including, saving for future transportation improvements, the desired level of service (LOS), the draft letter conveying a joint Town of Friday Harbor, San Juan County, Port of Friday Harbor, and San Juan County Ferry Advisory Committee response to Ray Deardorf, Planning Director, Washington State Ferries (WSF) regarding Service Alternatives – WSF Long Range System Plan, and other transportation related concerns.

The Council did not indicate interest in a joint meeting regarding the Inter-modal Transportation Study.

The Council executed the joint letter to Mr. Deardorf.

At 8:25 PM, the Council took up discussion of a proposed new FHMC chapter; 17.68 – Concurrency.

Planning Consultant Jim Slocomb gave an overview of same.

Mayor LaPorte, the Council, and staff discussed implications of the proposed Concurrency Test – 17.68.030, including LOS, denying permits, street capacity,

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1997

implementing a pavement management system, evaluating junior taxing districts comprehensive plans for concurrency compliance, and the need to add employees to conduct same.

At 9:10 PM, Administrator Fitch reported receipt of an offer of volunteer services from the Mormon Church.

The OPALCO and PTI street franchises have been expired for some time. He inquired as to whether the Council was interested in researching "pro city" franchise agreements.

The Council indicated that they would like preliminary research and a cost estimate for same.

In regard to the upcoming Malcolm Street drainage project, the project design engineer estimates a week to 10 day construction activity period in each downtown block. The engineer strongly recommends against starting from the uphill end of the project. Administrator Fitch has informed the other utilities of the project to coordinate crew scheduling and minimize delays. He summarized various project time management options and explained seasonal weather considerations.

At 9:35 PM, Councilmember Boothman moved and Councilmember Lackey seconded to continue the meeting for 15 minutes. The motion passed unanimously.

Discussion continued on a Fall or Spring start date, offering a completion bonus, and the desire to minimize the impact of the project on the business community.

Councilmember Sheiman offered to conduct an informal poll of the downtown business owners to determine their preferences as to a Fall or Spring start date. Councilmember Wilson will research the dampness of the planned path for the stormdrain line across Boe's field.

Councilmember Wilson inquired as to the status of the Planning Commission. It was noted that the duties of the Planning Commission will change considerably with the new Comprehensive Plan and implementation of HB 1724. Permit Coordinator Jones will contact the Planning Commission members.

At 9:48 PM Councilmember Lackey moved and Councilmember Boothman seconded to adjourn and continue the meeting to 5/8/97 at 7:30 PM for a work session on GMA development regulations. The motion passed unanimously.

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Wm. J. LaPorte, Mayor

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Steven Dubail, Town Clerk

**Town Council – May 8, 1997 @ 7:30 PM**



## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1997

The Town Council met in regular session with Mayor LaPorte presiding.

Members present: Boothman, Lackey, & Wilson

Councilmember Robinson and Councilmember Sheiman had previously notified the Council that they would not be attending the meeting

Others present: Town Administrator Fitch & Attorney Eaton

At Mayor LaPorte's request, Councilmember Boothman led the meeting in the Pledge of Allegiance.

Mayor LaPorte opened the work session on draft GMA development regulations.

Planning Consultant Jim Slocomb and staff member Nancy Larsen distributed a hand out and gave a summary of the draft Historical & Cultural preservation section of the FHMC (17.60.120). Mr. Slocomb pointed out that residence in San Juan County not just in Friday Harbor is a suggested requirement for membership on the Historic Review Board (HRB). The HRB is intended to be a technical body and, initially, advisory in nature.

Mr. Slocomb and Ms. Larsen discussed various aspects of the proposed regulations with Mayor LaPorte, the Council, and staff, including, the interim advisory role of the board, the makeup of the board, and the proposed residency requirement.

Councilmember Boothman suggested that the board additionally be charged with reviewing and recommending additions and deletions to the historic overlay districts.

Ms. Larsen explained the previously distributed map of the proposed historic overlay districts and the preliminary designation of historically significant structures. She outlined the benefits of a historic preservation program to property owners, the business community, residents, and neighborhoods. Anticipated benefits include, lower property taxes, stability, federal tax benefits, cohesiveness, and predictability. Ms. Larsen remarked that a historic preservation program can create a spirit of participation and familiarity. She noted that historic sites have become bigger visitor draws than national parks.

Mayor LaPorte and the Council discussed the proposed historic districts and the significance of the structures on the draft map.

Discussion continued on the desire for incentives rather than regulations, the function of the proposed historic districts, the initial advisory capacity of the HRB, Council review and approval of the anticipated historic preservation technical manual, the changing character of various neighborhoods, the option of relocating historical structures, the need for a historic preservation education program, the significance of the "history" of a site, the "kinship" of a community as it relates to various sites, and the community specific nature of a historic preservation program.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1997

It was reiterated that the structure, nature, and implementation of a historic preservation program was up to the Council.

Attorney Eaton noted that development of a historic preservation program is an evolutionary process. He pointed out that the Town currently is still a "real" town and stressed the economic viability of same. He advised that if the Council wishes to continue with their commitment to historic preservation they need to work positively toward same.

Mr. Slocumb suggested that the Council needs to decide whether to delete the historic preservation element from the draft comprehensive plan or move forward.

Councilmember Boothman mentioned that the program could be developed to offer developers a "carrot rather than a stick".

The Council and staff discussed various existing and anticipated development regulations and taxes which could be restructured to provide incentives for historic preservation.

Councilmember Lackey expressed support for moving forward with a historic preservation program.

Councilmember Boothman spoke of the economic and cultural benefits of a historic preservation program.

Councilmember Wilson expressed concern as to the impact of a preservation program on property owners.

It was reiterated that the Council would determine the scope of the program during development of the historic preservation technical manual.

Administrator Fitch mentioned recent and upcoming new construction and significant remodeling and expansion of public buildings in and adjacent to the Town.

Attorney Eaton suggested that the Council may have some responsibility to the people of the Town to protect and guide the appearance of the Town. "The Council needs to decide which development regulations are truly for the common good."

Mayor LaPorte, the Council, and staff discussed various perceptions of historically significant structures, considering the proposed program as providing opportunities rather than problems, and letting the advisory board determine the boundaries of the suggested historic districts.

The Council will review the materials and discuss the Historic and Cultural Preservation Element at a work session in the near future.

At 9:07 PM, Councilmember Lackey moved and Councilmember Boothman seconded to adjourn. The motion passed unanimously.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1997

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Wm. J. LaPorte, Mayor

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Steven Dubail, Town Clerk

### **Town Council – May 15, 1997 @ 12:00 PM**

The Town Council met in regular session with Mayor LaPorte presiding.

Members present: Boothman, Lackey, Robinson, Sheiman, & Wilson

Others present: Town Administrator Fitch & Treasurer Picinich

At Mayor LaPorte's request, Councilmember Wilson led the meeting in the Pledge of Allegiance.

Councilmember Lackey moved and Councilmember Sheiman seconded to approve the minutes of the 5/1/97 noon and 7:30 PM and 5/8/97 7:30 PM meetings as submitted. The motion passed unanimously.

The Council began a work session on draft changes to the Business License regulations.

Mayor LaPorte, the Council, and staff reviewed and discussed the 4/30/97 draft regulations prepared by Utilities Clerk Debbie Sandwith.

Following discussion, the Council decided to delete Section 5.08 – Temporary Vendors and Merchants, in its entirety. The provisions of 5.08.050 and 5.08.060 will be incorporated into 5.04. Photo identification with the date of birth of the primary business owner will be additional required information in 5.04.060(A). 5.04.050(12) was deleted. "...over 30 days by property owner." was added to 5.04.050(14). The Council would like to review draft implementing legislation reflecting the above changes.

At 1:07 PM, Mayor LaPorte informed the Council of receipt of a letter from "The Spirit of 2000" committee regarding civic celebration of the arrival of the new millenium. Mayor LaPorte and the Council briefly discussed same.

Councilmember Sheiman reported the results of her discussions with various downtown business owners regarding the upcoming storm drainage construction project. She noted that she had received a varied response regarding spring or fall project scheduling. She suggested that the project plans be made available and explained to the business community.

Councilmember Wilson reported that Boe's field is still quite wet. The Malcolm Street end of the project must be constructed when the field is dry. He summarized his discussion with a number of contractors on various aspects of the project.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1997

The Council and staff discussed various aspects of construction. Administrator Fitch noted that the start date recommended by the design engineer is the day after Labor Day. Discussion continued on construction logistics, the anticipated impact of the project on the downtown business community, various alternative project engineering suggestions, and using Sunken Park as a storm water retainage pond during construction.

At Councilmember Sheiman's inquiry, Administrator Fitch reported that the new portable restrooms are in Gig Harbor awaiting transport to Friday Harbor. The bid for same specified FOB Friday Harbor.

Mayor LaPorte, the Council, and staff discussed the intended location for the portable restrooms.

The consensus of Council was that all the restrooms be located in Theater Alley, between Spring Street and Sunshine Alley, with moderate screening from Spring Street.

At 1:34 PM, Councilmember Sheiman moved and Councilmember Robinson seconded to approve payment of claims warrants #13149 through 13213 in the amount of \$95,162.15. The motion passed unanimously.

Administrator Fitch related concerns regarding placement of the portable restrooms expressed by adjacent property owners.

The Council suggested that the owners be advised that the installation is temporary and that the Town wishes to be notified of any operational problems.

At 1:36 PM, Councilmember Sheiman moved and Councilmember Lackey seconded to adjourn. The motion passed unanimously.

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Wm. J. LaPorte, Mayor

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Steven Dubail, Town Clerk

### **Town Council – May 15, 1997 @ 7:30 PM**

The Town Council met in regular session.

Members present: Boothman, Lackey, Robinson, Sheiman, & Wilson

Others present: Town Administrator Fitch, Treasurer Picinich, & Attorney Eaton

Clerk Pro Tem Wilson informed the Council that Mayor LaPorte had notified the Town Clerk's office that he would not be attending this meeting.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1997

Councilmember Robinson moved and Councilmember Lackey seconded to appoint Councilmember Sheiman Mayor Pro Tem. The motion passed unanimously.

At Mayor Pro Tem Sheiman's request, Councilmember Robinson led the meeting in the Pledge of Allegiance.

Councilmember Robinson suggested that Council adopt guidelines for Councilmembers and the Mayor to follow prior to speaking on the Town of Friday Harbor's behalf. After discussion by Council, Mayor Pro Tem Sheiman appointed Councilmember Robinson to work with staff to develop such a policy and report back to Council.

At 7:40 PM, Helen Venada, San Juan County Hazardous Waste Project Manager gave a presentation from San Juan County Public Works Solid Waste Department regarding siting of a hazardous material storage area at the Solid Waste Facility, Sutton Road, per memo to Councilmembers dated 4/28/97.

Discussion followed regarding said proposal. Councilmember Wilson expressed concerns regarding the liability to the Town of Friday Harbor if the sump area is not large enough to accommodate spilled materials in the holding area. Ms. Venada said the Town was indemnified per the lease agreement between the Town and the County. Administrator Fitch read the portion of said lease that pertained to liability. Councilmember Boothman stated his approval after hearing that the County was going to accept only household and not commercial hazardous waste.

Councilmember Robinson moved and Councilmember Boothman seconded to approve the use of the area for hazardous material storage and allow the County to submit a building permit to the Town Building Department. The motion passed unanimously.

At 8:02 PM, per memo to C. King Fitch received at Town Hall on May 7, 1997, the McCutcheon Family made a request for an out-of-town sewer connection per FHMC 13.20.120.

Councilmember Boothman moved and Councilmember Lackey seconded to grant the request for an out-of-town sewer connection for one (1) single family residential connection. The motion carried unanimously.

At 8:10 PM Mayor Pro Tem Sheiman introduced Ordinance #1030, an ordinance repealing Ordinance #534 and FHMC Chapter 16.12 concerning Replat Application Fees.

Administrator Fitch explained the particulars of same.

Councilmember Robinson moved and Councilmember Lackey seconded, to adopt Ordinance #1030. The motion passed unanimously.

At 8:14 PM Mayor Pro Tem Sheiman opened the Council work session on the draft GMA development regulations regarding historic preservation.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1997

Planning Consultant Jim Slocomb introduced the newest version of the Town of Friday Harbor Historic and Cultural Preservation Map along with FPMC Chapter 17.60.120. Staff member Nancy Larsen spoke to Council about the importance of a Technical Manual and how to start defining standards for historical areas.

Councilmember Wilson questioned if there were any future incentives for the property owner to comply with these standards, such as a property tax break. Ms. Larsen said that is one option the Council could explore, but she did not know all the particulars at this time.

Ms. Larsen presented to Council a copy of an article that showed an example of how a McDonald's Fast Food Restaurant in Freeport, Maine conformed to that area's historical small town character.

At 8:35 PM, Mayor Pro Tem Sheiman declared a short recess.

The meeting reconvened at 8:43 PM.

After additional discussion it was the consensus of Council, with the exception of Councilmember Wilson, to approve the draft of FPMC 17.60.120 concerning Historical and Cultural regulations.

At 8:50 PM, Administrator Fitch asked the Council to consider what their priorities are for the future of the streets in the Town of Friday Harbor. He referenced the 1981 Traffic/Parking Study. The Council requested Administrator Fitch distribute a copy of the 1981 Traffic/Parking Study to the Council for their review.

Administrator Fitch brought to the attention of Council the letter from Steven Enoch, Superintendent of SJI School District No. 149, dated May 14, 1997, asking the Council to amend Ordinance #1002 concerning the limitations on water services. This issue will be on the 6/5/97 Council agenda.

Administrator Fitch introduced and explained Resolution #1077, a resolution declaring an emergency giving the Town the ability to authorize emergency expenditures for the filter system at the Water Treatment Plant.

Councilmember Lackey moved and Councilmember Robinson seconded to approve Resolution #1077. The motion passed unanimously.

Mayor Pro Tem Sheiman asked the Council if they had any objections to her representing the Town on a committee to strengthen and improve ferry service, per an invitation letter addressed to her dated May 13, 1997. The Council did not raise any objections.

At 9:30 PM, Councilmember Lackey moved and Councilmember Boothman seconded to go into executive session for approximately 10 minutes to discuss current litigation. The motion passed unanimously.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1997

The Council returned from executive session at 9:50 PM with no action taken.

Administrator Fitch informed the Council that the final version of Title 17 of the Development Regulations is ready for their review. The Council requested that they receive a copy of such in their boxes and to forward a copy to CTED for their review.

At 9:55 PM Councilmember Robinson moved and Councilmember Lackey seconded to adjourn and continue the meeting to 5/29/97 at 7:30 PM, for a work session. The motion passed unanimously.

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Vonda L. Sheiman, Mayor Pro Tem

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Kelle' C. Wilson, Clerk Pro Tem

### **Town Council – May 29, 1997 @ 7:30 PM**

The Town Council met in continued regular session with Mayor LaPorte presiding.

Members present: Boothman, Lackey, & Robinson

Councilmembers Sheiman, & Wilson had notified Town Hall that they would not be attending this meeting.

Others present: Town Administrator Fitch & Attorney Eaton

At Mayor LaPorte's request, Councilmember Lackey led the meeting in the Pledge of Allegiance.

Mayor LaPorte informed the Council of a request by the State of Washington Employment Security Department that the Town declare June 1997 as "Hire A Veteran Month". The Council concurred with same.

Mayor LaPorte informed the Council that DOE will be holding a Clean Water funding workshop at Padilla Bay on 6/18/97. Councilmember Boothman will try to attend.

Administrator Fitch informed the Council of a voice-mail request from Annette Wood, Wood Development, requesting a letter from the Town regarding local housing needs in support of her upcoming request for Federal funding for a proposed multi-family housing project.

Following review and discussion of their previously established policy, the Council approved transmittal, under the Mayor's signature, of a letter to Ms. Wood with wording similar to that contained in the Town's May 20, 1994 response to Mr. Steven Quick-Ruben regarding a similar request.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1997

The Council and staff discussed placement of the recently acquired portable restrooms. Administrator Fitch conveyed siting constraints for the ADA-compliant unit.

The Council requested that one regular unit be sited at Sunken Park, one unit be sited next to Town Hall, and that three units, including the ADA unit, be sited in Theater Alley.

Administrator Fitch notified the Council of an appeal of the SEPA Determination regarding the Moorhouse Bulk Propane Storage Facility Application.

Due to public notice and staffing considerations the public hearing for same will be set for 7/3/97.

The Council and staff discussed Sign Ordinance concerns, specifically, awnings and banners. Staff is to draft legislation to amend the ordinance to address same.

At 8:00 PM, the Council began a work session on the draft GMA development regulations.

Planning consultant Jim Slocomb noted significant changes to FHMC Chapter 2.32 regarding the duties of the Planning Commission and summarized same, including increased staffing requirements and the anticipated restructuring of the Town's Table of Organization.

Mayor LaPorte, the Council, and staff discussed the ramifications of same, including increasing fees to cover actual costs, raising taxes, and exploring sharing functions and facilities with the County.

Mayor LaPorte, the Council, and staff reviewed FHMC Title 2 – Personnel and Administration.

At 8:34 PM, Mayor LaPorte declared a short recess.

The meeting reconvened at 8:42 PM.

The Council reviewed and approved FHMC Chapter 2.56 – the Historic Preservation Review Board.

The Council reviewed and revised FHMC Title 17 – Land Use.

Administrator Fitch noted that, as implementation of the draft Comprehensive Plan, the Planning Commission will need to review and comment on the draft development regulations. He recommended a joint Planning Commission/Town Council public hearing on the draft development regulations. Administrator Fitch noted that the intended course of action is to publish the final draft development regulations in their entirety prior to said public hearing.



## **MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1997**

At 9:15 PM, Mayor LaPorte, the Council, and staff reviewed the draft Critical Areas Map. Staff will review the Trout Lake area for possible inclusion on same.

The Council reviewed and discussed portions of FHMC Title 18 – Environment.

At 9:30 PM, Councilmember Lackey moved and Councilmember Boothman seconded to adjourn. The motion passed unanimously.

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Wm. J. LaPorte, Mayor

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Steven Dubail, Town Clerk

### **Town Council – June 5, 1997 @ 12:00 PM**

Regularly scheduled meeting of the Town, Mayor LaPorte present.

Members present: none

Others present: Town Administrator

Following roll call, Town Clerk Dubail declared the meeting adjourned for lack of a quorum.

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Steven Dubail, Town Clerk

### **Town Council – June 5, 1997 @ 7:30 PM**

The Town Council met in regular session with Mayor LaPorte presiding.

Members present: Boothman, Lackey

Others present: Town Administrator Fitch & Attorney Eaton

Town Clerk Dubail informed the meeting that Councilmember Sheiman and Councilmember Robinson had previously informed his office that they would not be able to attend this meeting.

It was reported that Councilmember Wilson was engaged at an vehicle accident scene on Douglas Road.

Town Clerk Dubail declared that the meeting did not have a quorum.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1997

Councilmember Boothman moved and Councilmember Lackey seconded to adjourn and continue the meeting to June 9, 1997 at 8:30 AM to approve payment of the claims and warrants. The motion passed unanimously.

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Wm. J. LaPorte, Mayor

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Steven Dubail, Town Clerk

### **Town Council – June 9, 1997 @ 8:30 AM**

The Town Council met in continued regular session.

It was noted that the purpose of this meeting was to approve payment of the payroll and claims warrants due to lack of a quorum at the regularly scheduled 6/5/97 meetings.

Members present: Boothman, Lackey, Sheiman, & Wilson

Others present: Town Administrator Fitch & Treasurer Picinich

Town Clerk Dubail informed the Council that Mayor LaPorte and Councilmember Robinson had notified Town Hall that they would not be attending this meeting.

Councilmember Wilson moved and Councilmember Sheiman seconded to appoint Councilmember Lackey Mayor Pro Tem. The motion passed unanimously.

Following review of the bills, Councilmember Boothman moved and Councilmember Sheiman seconded to approve payment of payroll warrants #5374 through 5412 in the amount of \$104,805.35 and claims warrants #13216 through 13319 in the amount of \$190,047.39. The motion passed unanimously.

Councilmember Sheiman moved and Councilmember Boothman seconded to approve the minutes of the May 15, 1997 12:00 PM, 7:30 PM, and May 29, 1997 7:30 PM meetings as submitted. The motion passed unanimously.

Councilmember Sheiman informed the Council that she will be attending the AWC Annual Conference in Spokane next week.

Administrator Fitch noted that Council consideration of making an exception for the school to the 1" water meter rule had been rescheduled to 6/19/97.

It was noted that Mayor LaPorte, Councilmember Sheiman, Administrator Fitch, Treasurer Picinich, and System Administrator/Town Clerk Dubail will be absent from the regularly scheduled meetings on June 19<sup>th</sup>.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1997

At 8:34 AM, Councilmember Boothman moved and Councilmember Sheiman seconded to adjourn and continue the meeting to 6/11/97 at 1:30 PM for a quarterly joint meeting with the BOCC and Port Commissioners. The motion passed unanimously.

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Sherman A. Lackey, Mayor Pro tem

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Steven Dubail, Town Clerk

### **Town Council – June 11, 1997 @ 1:30 PM**

The Town Council met in continued regular session with Mayor LaPorte presiding for a quarterly joint meeting with the Board of County Commissioners and the Port of Friday Harbor Commissioners.

Members present: Boothman, Lackey, Robinson, Sheiman, & Wilson

Staff present: Town Administrator Fitch

BOCC present: Evans, Miller, & Nielsen

Staff present: Lillian Hammel, Admin. Assistant/Deputy Clerk, Laura Arnold, Planning Director, Ron Loewen, Public Works Director, Larry Talbott, Undersheriff

Port Commissioners present (@ 2:30 PM) : Calvert, Hertel, & Nash

Staff present: Steve Simpson, Director, Marilyn O'Conner, Auditor

At Mayor LaPorte's request, Commissioner Evans led the meeting in the Pledge of Allegiance.

Mayor LaPorte introduced the first discussion topic: Joint approval for Task Force to move forward on the Town's appeal issues regarding the SJC Comprehensive Plan. Following discussion, the Council and the BOCC indicated their joint approval.

Mayor LaPorte introduced the second discussion topic: Septage/Biosolids Issues. The BOCC distributed a 6/10/97 memo from Ed Stuhr, SJC Public Works Department to the BOCC regarding Biosolids Management. Commissioner Miller summarized same and noted that approval by the BOCC is pending. Commissioner Nielsen stressed that she would like to seek a joint SJC/Town of Friday Harbor biosolids solution for San Juan Island.

The Town Council and the BOCC discussed aspects of a joint solution. Commissioner Miller felt that it may be cheaper for SJC to just deal with septage rather than sewage/septage issues.

At 1:43 PM, Councilmember Wilson left the meeting.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1997

Discussion followed on joint avenues to explore for biosolids disposal. Commissioner Evans spoke of various disposal methods, including composting or a Hydroxyl-type system. It was noted that the County currently is receiving an average of 3,000 gallons of septage per day. Commissioner Evans felt that sufficient bulking material for composting could be obtained locally.

Councilmember Robinson volunteered to serve on the SJC Essential Public Facilities Siting Search Committee.

At 2:03 PM, Mayor LaPorte introduced the third discussion topic: Turn Point/Pear Point road planning. Ron Loewen, SJC Public Works Director, stated that the study for same is still budgeted and will start this fall.

Commissioner Evans commented that the upcoming study is the first stage. The Town and the County should be preparing long-term scoping as to how to develop access to the area for county residents.

At Councilmember Lackey's inquiry, Administrator Fitch noted that the Town's 1997 6-year Transportation Improvement Plan will be severely reduced due to GMA funding concurrency requirements.

Commissioner Nielsen informed the meeting that she is exploring avenues for the County to help finance transportation projects within Friday Harbor.

Administrator Fitch suggested that state legislation be enacted to allocate a larger portion of the Capron Funds to the Town.

The BOCC stated that they would attempt to meet with our state legislators in August to discuss transportation funding issues.

Discussion continued on various aspects of access to the Turn Point/Pear Point area, including ferry traffic blocking Harrison Street.

Mayor LaPorte thanked the BOCC for their financial participation in summer ferry traffic control downtown. It was noted that Washington State Ferries (WSF) did not contribute financially to the program.

Commissioner Nielsen briefed the meeting on a recent meeting of the Local Emergency Planning Committee. An Emergency Response Plan is being drafted by volunteers. There is a county-wide drill scheduled for October.

Administrator Fitch noted that funding for the program will be by the Town and County.

Commissioner Evans felt that funds would be available within public safety departments' existing budgets.

At 2:25 PM, Mayor LaPorte declared a short recess.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1997

Councilmember Lackey left the meeting.

The meeting reconvened at 2:33 PM.

The Port Commissioners and staff joined the meeting.

Port Director Steve Simpson gave an overview of the goals of the Intermodal Transportation Study and introduced Kevin Peterson, transportation consultant of Parsons, Brinckerhoff.

Mr. Peterson summarized the study with a slide presentation.

Mr. Simpson introduced and distributed a proposed Memorandum of Understanding regarding the study for consideration by the assembled legislative bodies. He also mentioned receipt of a letter from Ray Deardorf, WADOT, stating that WSF has no funds available for the proposed improvements.

Port Commissioner Hertel urged adoption of the memorandum.

Discussion followed on the study, virtual queuing, the desired level of service (LOS), and the proposed memorandum.

Commissioner Evans stated that the point is to address the impacts of ferry traffic on the Town.

Mayor LaPorte and Commissioner Nielsen indicated that they will work with the Ferry Advisory Committee on the viability of virtual queuing.

Councilmember Boothman noted that WSF had agreed during the study period to fund the first three recommendations listed on the proposed memo. He pointed out that conveying ferry traffic through town is a major issue, the study is incomplete without addressing same.

Councilmember Sheiman commented that the study is a good start toward obtaining state funding and that she was comfortable with the list. She reiterated the concern that transportation past the 1<sup>st</sup> two blocks of Town needs to be addressed.

At Commissioner Nielsen's inquiry, Mr. Peterson replied that a cost estimate to implement the recommendations of the study is a "discreet exercise".

Discussion continued on the need to address funding.

Port Director Simpson urged that if the legislative bodies were not in agreement with the recommendations in the memo as drafted that they work as a group to achieve resolution.

Mr. Peterson commented that the study is reactive, not proactive and that funding is a legislative action.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1997

Bob Distler, Ferry Advisory Committee, mentioned that this community is the only community on the system to provide WSF with meaningful information as to the community's needs and desires.

Discussion continued on areas of the study that could be explored with minimal funding, and community resistance to the proposed passenger loading/unloading ramp.

Commissioner Nielsen felt there had been a "woeful lack" of community-wide citizen participation in the study. She stated she was not prepared at this time to sign the proposed memorandum of understanding.

Mayor LaPorte pointed out attendance by the public at the Intermodal Transportation Study Committee meetings and open houses and noted that the community continues to change.

Commissioner Nielsen pointed out that GMA requires funding currency, especially for transportation planning. The language of the proposed memo needs to be clarified regarding same.

Commissioner Evans proposed an open house when a final draft of the memo is ready.

Commissioner Miller felt there had been considerable feedback from the community.

Councilmember Boothman mentioned that in meetings with various community groups and in Council discussion the direction was for "no big planning" and a desire for a minimum impact to the town. The vehicle ferry terminal may eventually need to be relocated.

Discussion followed on the advisability of planning to build new terminal support infrastructure and then trying to relocate the terminal.

At Mayor LaPorte's inquiry, Councilmember Boothman indicated that he was not prepared to sign the proposed memo as drafted.

Commissioner Evans reiterated the desire for public meetings on the provisions of the proposed memo.

Councilmember Robinson suggested that any recommendations should not be taken to the public until the Council, BOCC, and the Port are in agreement.

Councilmember Sheiman noted that the study had been repeatedly made available to the public.

Discussion continued on the desire for further public involvement, funding and currency requirements, and the desire for consensus.

The Port will be the lead agency for coordinating efforts for consideration of the issues.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1997

At 3:35 PM, Councilmember Robinson moved and Councilmember Sheiman seconded to adjourn. The motion passed unanimously.

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Wm. J. LaPorte, Mayor

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Steven Dubail, Town Clerk

### **Town Council – June 19, 1997 @ 12:00 PM**

The Town Council met in regular session.

Members present: Boothman, Lackey, Robinson, & Wilson

Others present: Treasurer Picinich

Clerk Pro tem Picinich informed the Council that Mayor LaPorte, Councilmember Sheiman and Clerk Dubail were attending the ACW conference and would not be attending the Council meeting.

Councilmember Robinson moved and Councilmember Lackey seconded to appoint Councilmember Boothman Mayor Pro tem. The motion was unanimously approved.

Councilmember Robinson moved and Councilmember Lackey seconded to approve payment of claims #13321 through 13375 in the amount of \$35,370.64. The motion was unanimously approved.

Councilmember Lackey requested that the Council set a meeting with Systems Administrator Dubail to discuss establishing a web page to allow the public to access Town information electronically. The Council agreed to set a work session in late July or early August.

At 12:08 PM, Councilmember Robinson moved and Councilmember Lackey seconded to adjourn. The motion was unanimously approved.

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Gary G. Boothman, Mayor Pro tem

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Wendy J. Picinich, Clerk Pro tem

### **Town Council – June 19, 1997 @ 7:30 PM**

The Town Council met in regular session.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1997

Members present: Boothman, Lackey, Robinson, & Wilson

Others: Attorney Eaton, Permit Coordinator Jones & Treasurer Picinich

Audience present: 9

Clerk Pro tem Picinich informed the Council that Mayor LaPorte, Councilmember Sheiman and Clerk Dubail were attending the ACW conference and would not be attending the Council meeting.

Councilmember Boothman moved and Councilmember Robinson seconded to appoint Councilmember Lackey Mayor Pro tem.

Mayor Pro tem Lackey led the meeting in the Pledge of Allegiance.

Mayor Pro tem Lackey asked if there were any non agenda items to be presented by the public.

Planning Consultant Jim Slocomb reminded the Council that the Town's Comprehensive Plan and the revising of the Town Municipal Code is near completion and both need to be reviewed by the Town Planning Commission. He also reminded the Council that vacancies on the Commission need to be filled before the review progress begins.

Annette Wood of the Wood Development Group requested that the Council approve Mayor LaPorte's letter to the Washington State Housing Finance Commission regarding the State of Washington's housing needs.

Councilmember Wilson asked that no action be taken. Councilmember Boothman stated that more time was needed to clarify the intention of the letter.

Ms Wood offered to submit a revised letter stating that the Town of Friday Harbor had reviewed the "Certification of Consistency with Consolidated Plan" from the State of Washington Community, Trade and Economic Development.

Councilmember Boothman suggested that the Town obtain a copy of the State of Washington's Consolidated Plan and that after review of the Plan the Town would schedule consideration of Ms Wood's housing needs assessment at the next regular Council meeting. Ms Wood indicated that she would see that the Town received a copy of the State's Plan.

At 7:30 PM, Mayor Pro tem presented draft Ordinance #1031, an ordinance amending the ordinance that limits the size and number of new water meters.

Steve Enoch, Superintendent of San Juan Island School District #149, spoke in favor of Ordinance #1031.

Councilmember Robinson moved and Councilmember Boothman seconded to adopt Ordinance #1031.



## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1997

Councilmember Wilson expressed his concern that there may be "essential public facilities" of county or state-wide significance that could use a large quantity of water.

Attorney Eaton listed those "essential public facilities" outlined in the Growth Management Act and reviewed RCW 36.70A.200 regarding the siting of "essential public facilities of county or state-wide significance. Attorney Eaton also reviewed policy #1 of the Joint Planning Policies adopted by San Juan County.

Councilmember Robinson withdrew his motion and Councilmember Boothman withdrew his second to the motion. Councilmember Boothman requested that Ordinance #1031 be tabled until after receiving further input from Town Administrator Fitch.

At 8:03 PM, Mayor Pro tem Lackey opened the Public Hearing for Shot Plat Application #43 submitted by Annette Wood, Rosewood Association, and instructed the meeting in the procedure that would be followed. Hearing no objections to his or any Councilmembers participation, Mayor Pro tem Lackey asked Permit Coordinator Jones to present the staff report.

Proponent Annette Wood expressed her support for the proposal.

At 8:10 PM, Mayor Pro tem Lackey opened the hearing for public input. All input is on tape.

Mike Coin, 490 Marble Street, asked what a short plat was and what could be done on the property. Permit Coordinator Jones explained the Short Plat procedure and the Town's multifamily zoning.

Clerk Pro tem Picinich reported on a telephone call received from Nola Nash on behalf of her mother Christina Boyce who owns property at 560 Lawson Place. Ms Nash stated that her mother had no objection to the short plat, feels that multifamily zoning is fine and that senior citizen rentals are okay but she objects to low income housing in that neighborhood.

Wendy Wiegert, 520 Lawson Place, expressed her concern with the subject property being used for low income housing.

At 8:15 PM, Mayor Pro tem Lackey asked the Council if they had any questions of staff. At 8:20 PM, hearing no further comment, Mayor Pro tem Lackey closed the public input portion of the hearing and the Council began its deliberations. Councilmember Boothman moved and Councilmember Wilson seconded to accept the staff report and approve Short Plat Application #43. The motion was unanimously approved.

At 8:21 PM, Mayor Pro tem Lackey opened the Public Hearing on Shoreline Substantial Development Permit Application #64 submitted by Mary Vitarelli. Mayor Pro tem Lackey explained the public hearing procedure and asked Permit Coordinator Jones to present the staff report.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1997

At 8:26 PM, Mayor Pro tem Lackey opened the public input portion of the hearing. All input is on tape.

Proponent Mary Vitarelli questioned why a Shoreline Substantial Development Permit Application was necessary. Permit Coordinator explained.

Receiving no public input, Mayor Pro tem Lackey closed the public input portion of the meeting at 8:30 PM and the Council began its deliberations.

Councilmember Boothman moved and Councilmember Wilson seconded to accept the staff report and approve Shoreline Substantial Development Permit Application #64. The motion was unanimously approved.

At 8:31 PM, Mayor Pro tem Lackey introduced draft Resolution #1079, a resolution authorizing the Mayor to execute an agreement for portable restroom serving and cleaning.

At 8:40 PM, after discussing Resolution #1079, the Mayor Pro tem declared a recess to allow Attorney Eaton to review the resolution.

The meeting reconvened at 8:47 PM.

Attorney Eaton suggested to amended Resolution #1079 adding that the "contract shall be for a period of 30 days only" until questions could be answered.

Councilmember Robinson moved and Councilmember Boothman seconded to adopt Resolution #1079 as amended. The motion was unanimously approved.

At 8:50 PM, Mayor Pro tem Lackey introduced draft Resolution #1078, a resolution increasing the petty cash fund.

Councilmember Robinson moved and Councilmember Wilson seconded to adopt Resolution #1078. The motion was unanimously approved

At 8:55 PM, Mayor Pro tem Lackey introduced draft Resolution #1081, a resolution authorizing conditional private use of a portion of Nichols Street by the San Juan Island Lions Club.

Councilmember Robinson moved and Councilmember Boothman seconded to adopt Resolution #1081. The motion was unanimously approved

At 8:56 PM, Councilmember Robinson moved and Councilmember Boothman seconded to adjourn. The motion was unanimously approved

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Sherman A. Lackey, Mayor Pro tem

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1997

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Wendy J. Picinich, Clerk Pro tem

### **Town Council – July 3, 1997 @ 12:00 PM**

The Town Council met in regular session with Mayor LaPorte presiding.

Members present: Boothman, Lackey, Sheiman, & Wilson

Others present: Town Administrator Fitch & Treasurer Picinich

Town Clerk Dubail informed the Council that Councilmember Robinson had notified his office that he would not be attending this meeting due to a medical appointment.

At Mayor LaPorte's request, Councilmember Wilson led the meeting in the Pledge of Allegiance.

Councilmember Lackey moved and Councilmember Sheiman seconded to approve the minutes of the June 5, 1997 12:00 PM & 7:30 PM, June 9, 1997 8:30 AM, June 11, 1997 1:30 PM, and June 19, 1997 12:00 PM & 7:30 PM meetings as amended. The motion passed unanimously.

Mayor LaPorte acknowledged two Town employees for their recent educational achievements.

San Juan County Sheriff Bill Cumming reported a positive response to the ferry traffic control project. Ferry terminal employees will make efforts to keep disembarking pedestrians on the sidewalk.

Sheriff Cumming responded to various inquiries from the Mayor and Council.

Mayor LaPorte thanked Sheriff Cumming for his report.

Fire Chief Rosenfeld reported that his department has responded to 49 calls so far this year, all minor in nature. The department received 4 calls in May and 6 in June. The department has 24 active members including 6 new recruits.

Chief Rosenfeld reported on a recent county-wide Fire Chief's meeting and a Local Emergency Planning Committee (LEPC) meeting held in the Town Fire Hall. He noted that his department is still researching fire apparatus acquisition.

The 1923 Cadillac fire engine took 3<sup>rd</sup> place in the Victoria Day parade. Mayor LaPorte and members of the department accompanied the engine to Victoria.

Chief Rosenfeld reported on various department projects, activities, and 4<sup>th</sup> of July parade preparations.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1997

Mayor LaPorte thanked Chief Rosenfeld for his report.

Maintenance Supervisor Reitan reported that Trout Lake Reservoir is ½" below the spillway, flows were down for the month of June, over 3" of rain was recorded for June, the discolored water currently being experienced in various areas of Town are due to increased flows, and that the treatment plant is working fairly well. Maintenance Supervisor Reitan noted that he is waiting for the return of the Water Department Leadman before making the final selection of a new Refuse Department employee. The Town's sludge is being long-hauled to Oregon for agricultural land application. The Wastewater Treatment Plant is functioning well. Various park and street maintenance projects are underway.

Maintenance Supervisor Reitan replied to Council inquiries regarding the current discolored water event.

At Councilmember Boothman's inquiry, Maintenance Supervisor Reitan stated that the temporary redirection of traffic at Spring Street and Argyle Avenue intersection is still planned. The Langley biosolids site is not yet online.

Mayor LaPorte thanked Maintenance Supervisor Reitan for his report.

Water Conservation Program Coordinator Nancy Larsen distributed sample water conservation brochures and summarized the June Water Conservation Program status report. Ms. Larsen introduced Ms. Donna Settles Collins, OPALCO Energy Conservation Program Coordinator.

Ms. Larsen presented a video on water efficient tumble action washing machines. She proposed that the Town add \$25.00 to an existing \$150.00 rebate available from OPALCO and appliance retailers for each machine purchased in 1997. She noted that the initial purchase price to the consumer is higher but operating savings make acquisition of the machines cost efficient.

Ms. Larsen and the Council discussed various aspects of the proposal. It was estimated that the maximum number of rebates that would be applied for in 1997 would not exceed 25 for a total maximum rebate program cost to the Town of \$625.00.

The consensus of the Council was to approve the rebate program for 1997 as stated above. They requested that Ms. Larsen proceed with same.

Councilmember Sheiman commended Ms. Larsen for her public relations efforts.

Mayor LaPorte thanked Ms. Larsen for her report.

Permit Coordinator Jones distributed and summarized the Planning Department activity report for June. He noted that the Planning Commission will be much more active in the coming months.

Mr. Jones responded to various inquiries from the Council.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1997

Mayor LaPorte thanked Mr. Jones for his report.

Building Official Jim Hodges summarized the Building Department activity report and noted upcoming projects. He briefed the Council on his preliminary research into remodeling and expanding Town Hall to meet current and near future space requirements. Mr. Hodges requested up to \$5,000.00 for an architectural study of same. He estimated a construction cost of approximately \$750,000.00.

Mayor LaPorte, the Council, and staff discussed the pressing need for more space. The Council will give the proposal further consideration at a later date.

Mayor LaPorte thanked Mr. Hodges for his report.

At 12:57 PM, Mayor LaPorte introduced Tamara Nack, PE, Gray & Osborne Engineering. Ms. Nack gave a presentation regarding the upcoming Malcolm Street Storm Drainage Project. She explained three additional design considerations, the revised estimated construction costs, construction sequencing, and the proposed construction schedule.

At 1:10 PM, Councilmember Lackey expressed support for starting the project at the waterfront end immediately after Labor Day, connecting to the Sunshine Alley storm drain, and sequencing the project as a single event. He left the meeting due to a work commitment.

Discussion continued on various aspects of the presented design considerations and options, and construction sequencing.

Ms. Nack reiterated her recommendation to begin the project from the downstream (waterfront) end and explained the reasons for same.

Ms. Nack explained bid timing realities, the recommended start date, efforts to minimize impacts on the commercial area, and weather considerations. She recapped her RFP, start date, and sequencing recommendations. Ms. Nack noted that the items for Council consideration are described in her 7/2/97 letter to Administrator Fitch.

Mr. Kip Roberts, owner of the property at the corner of Nichols Street and A Street asked for clarification of the scheduling considerations.

Mayor LaPorte and the Council conveyed various aspects of the decision process and discussed same with Mr. and Mrs. Roberts.

Mayor LaPorte thanked Ms. Nack for her presentation.

At 1:35 PM, Mayor LaPorte left the meeting due to a previous commitment.

Ms. Nack responded to various inquiries from the Council.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1997

Councilmember Boothman moved and Councilmember Sheiman seconded to approve payment of claims warrants #13378 through 13446 in the amount \$112,991.67, payroll warrants #5414 through 5480 in the amount of \$103,892.52 and payroll warrants #5482 through 5486 in the amount of \$867.37. The motion passed unanimously.

At 1:36 PM, Councilmember Boothman moved and Councilmember Sheiman seconded to adjourn. The motion passed unanimously.

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Wm. J. LaPorte, Mayor

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Steven Dubail, Town Clerk

### **Town Council – July 3, 1997 @ 7:30 PM**

The Town Council met in regular session.

Members present: Boothman, Lackey, Robinson, Sheiman, & Wilson

Others present: Town Administrator Fitch, Attorney Eaton, & Treasurer Picinich

Town Clerk Dubail informed the Council that Mayor LaPorte would not be attending the meeting.

Councilmember Boothman moved and Councilmember Lackey seconded to appoint Councilmember Robinson Mayor Pro Tem. The motion passed unanimously.

At Mayor Pro Tem Robinson's request, Councilmember Sheiman led the meeting in the Pledge of Allegiance.

As a non-agenda item, Councilmember Lackey suggested that the Town research pre-registering a Town of Friday Harbor government internet domain name.

System Administrator/Town Clerk Dubail noted previous discussions regarding same with Rock Island Internet, the local internet service provider.

The Council asked staff to register a Town of Friday Harbor.gov domain name.

At 7:36 PM, Mayor Pro Tem Robinson opened the SEPA Appeal hearing to hear appeals from four appellants of a Determination of Mitigated Nonsignificance issued by the Town Administrator for a proposed bulk propane storage facility to be located at 775 Mullis Street. The proponent of the project, David F. Moorhouse, d.b.a. Petro San Juan, proposes to construct a 30,000 gallon bulk propane storage facility on tax parcel #351491611, commonly known as 775 Mullis Street, Friday Harbor. Mayor Pro Tem Robinson instructed the meeting in the procedure that would be followed.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1997

Councilmember Sheiman informed the meeting that the organization she directs has a contract with each of the two propane providers on the island.

Hearing no objection to his or any Councilmember's participation, Mayor Pro Tem Robinson asked Administrator Fitch to present the staff report.

Administrator Fitch noted that he is the "responsible official" under SEPA and that the Town is the lead agency. He summarized the salient points of the staff report and the chronology of actions regarding the application for the proposed storage facility.

Administrator Fitch introduced Town Fire Marshal Jim Hodges.

Mr. Hodges read his report into the record.

Administrator Fitch read the staff report dated 6/2/97 into the record.

At 7:56 PM, Mayor Pro Tem Robinson opened the hearing for testimony by the appellants.

Claudia Cross, 555 Hemlock Court, read a prepared statement in support of the appeal into the record. She requested that, at a minimum, an additional expert safety analysis be required.

At 8:03 PM, Mrs. Joyce Harrell, speaking for Byron & Joyce Harrell, PO Box 425, Friday Harbor, commented that there is a collection of propane tanks at the 775 Mullis Street site. She read a prepared statement in support of the appeal into the record. She also provided comments on non-SEPA related concerns with the project. Mrs. Harrell asked that if the application is permitted the Town "mitigate it strenuously" and that additional safety devices be required.

At 8:09 PM, Carolyn deRoos, 2840 North Eureka Drive, Friday Harbor, expressed concern with the location of the tank and the adequacy of the safety analysis. She noted is an attorney but does not practice in the State of Washington and that she was not present as an attorney.

Ms. deRoos expressed specific concerns with the determination process and spoke of fire protection, the lack of an alarm system, and the likelihood of environmental degradation from explosion. She asked the Council to consider the welfare of the community.

At 8:18 PM, Joyce Lewin, PO Box 185, Friday Harbor, expressed concern for the health and safety of Friday Harbor residents. She read a prepared statement in support of the appeal into the record. Ms. Lewin suggested that another location for the proposed tank may be more appropriate. She felt that if the tank is permitted at the current location, extensive safety and warning devices should be required. Additionally, she suggested a rapid evacuation plan should be in place.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1997

At 8:22 PM, Administrator Fitch asked for clarification from Fire Chief Rosenfeld regarding fire protection measures such as a berm, deluge system, and/or insulation.

Fire Chief Rosenfeld stated that appropriate insulation with a fire department provided deluge would be acceptable. He summarized some containment techniques available for use on propane tank leaks. Chief Rosenfeld noted that his department does do HAZMAT training for propane.

At Administrator Fitch's inquiry, Mr. Hodges stated that propane tank insulation is required to perform for up to 50 minutes with 7 or 8 percent of the tank exposed to direct flame.

At 8:28 PM, at Mayor Pro Tem Robinson's inquiry, the appellants indicated that they had no further testimony to present.

At Councilmember Lackey's inquiry, Fire Chief Rosenfeld recounted the particulars of propane tank leaks in Town in recent years.

Councilmember Boothman inquired as to what sort of leak indicator is currently installed or is required to alert the appropriate personnel of a leak during off-hours.

Mr. Hodges replied that no leak indicator is installed or required, but that they are available.

San Juan County Sheriff Bill Cumming summarized general community evacuation procedures. He noted that there are not a site specific plans in place.

At Councilmember Sheiman's inquiry as to the likelihood of a leak at his tank and his contingency plans for same, proponent Dave Moorhouse, Petro San Juan, PO Box 3220, introduced Mr. Huddleston, as a propane equipment specialist familiar with his proposed installation.

Mr. Huddleston briefed the hearing on the built-in safety features of the proposed tank and auxiliary equipment.

At Councilmember Boothman's inquiry, Fire Chief Rosenfeld indicated that he was satisfied that the tank insulation would provide sufficient time for other fire suppression measures to be deployed.

At 8:40 PM, Ms. deRoos asked Mr. Huddleston if he was aware of any catastrophic failures of equipment of this type.

Mr. Huddleston that he was not aware of any such incidents and, at further inquiry, gave a detailed explanation of the safety equipment on the propane distribution vehicle.

At Ms. deRoos inquiry, Fire Chief Rosenfeld responded that it was unknown if there would be timely reporting of a leak without an automatic warning system.



## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1997

It was noted that there is no warning system on the existing Northern Energy bulk propane storage tank.

Ms. Harrell inquired about insulation on a distribution vehicle and smaller tanks.

Mr. Huddleston recounted the safety measures for the distribution vehicle and smaller tanks.

At Councilmember Boothman's inquiry, Mr. Hodges stated that the yard in which the bulk propane tank is located is not intended for retail sales.

At Administrator Fitch's inquiry, Mr. Hodges summarized the basics of various types of alarm systems.

Following discussion, at 8:49 PM, Mayor Pro Tem Robinson asked Administrator Fitch if he wished to change his determination.

Administrator Fitch responded that he did not.

Mayor Pro Tem closed the testimony portion of the hearing noting that the Council reserves the right to reopen the hearing for additional testimony at a later time or date.

Attorney Eaton briefed the Council on deliberation procedures and parameters.

Administrator Fitch responded to Councilmember Wilson's inquiry as to the SEPA process (WAC 197-11-330).

At 8:57 PM, Mayor Pro Tem Robinson opened the hearing for Council deliberation.

Councilmember Boothman expressed the desire to insure a timely response in the event of a leak.

At 9:02 PM, following discussion, Councilmember Boothman moved and Councilmember Lackey seconded to remand the issue back to Administrator Fitch to add the mitigation requirement of an alarm system with the minimum of an audible alarm.

Councilmembers Wilson and Sheiman felt that the other issues raised had been adequately addressed in the staff report.

Councilmember Lackey spoke of other possible hazards commonly found in a commercial area.

Councilmember Wilson asked for clarification of "significant" in the WACs.

At 9:10 PM, the motion carried with Mayor Pro Tem Robinson opposed, all other in favor.

At 9:11 PM, Mayor Pro Tem Robinson declared a short recess.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1997

The meeting reconvened at 9:18 PM.

Mayor Pro Tem Robinson introduced draft ordinance #1032, establishing a small works roster and vendor list pursuant to RCW 35.23.352(3); RCW 39.04.155; RCW 39.04.190, and draft resolution #1080, on the subject of purchasing and public works contracting; establishing a vendor list process for the purchase of supplies, materials, and equipment and a small works roster process to award public works contracts.

Councilmember Lackey moved and Councilmember Sheiman seconded to adopt Ordinance #1032 and Resolution #1080. The motion passed unanimously.

At 9:23 PM, Mayor Pro Tem Robinson introduced draft resolution #1082, authorizing the Mayor to execute an agreement for portable restroom servicing and cleaning for 1997.

Administrator Fitch explained the particulars of same.

Following discussion, Councilmember Boothman moved and Councilmember Lackey seconded to adopt Resolution #1082. The motion passed unanimously.

Administrator Fitch noted that Mr. Carter Broad, Hillview I & II Water System Association, was present regarding the potential Town acquisition of the Hillview I & II Water System.

Mr. Broad requested a verbal indication from the Council that the Town would move forward with acquisition of the system if the association purchased a required back-up generator.

The Council indicated same.

Mr. Broad agreed in principal with Councilmember Boothman's suggestion of inclusion of a up to 5 year "lemon" clause in the acquisition contract. Councilmember Wilson supported the idea.

Councilmembers Lackey, Robinson, and Sheiman did not feel same was appropriate.

The Council and staff discussed various aspects of the proposed acquisition. . A one year "lemon" clause was discussed.

The Council asked staff to proceed with preparations for acquisition.

Administrator Fitch reported on attending a Local Emergency Preparedness Committee meeting. The Council will need to begin discussing the implications of and appointments to same. Additional information will be provided prior to the 7/17/97 Council meeting.

At 9:38 PM, Councilmember Boothman moved and Councilmember Lackey seconded to continue the meeting to 9:45 PM. The motion passed unanimously.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1997

At 9:40 PM, Councilmember Wilson moved and Councilmember Lackey seconded to go into executive session regarding property acquisition. The motion passed unanimously.

At 10:10 PM, Councilmember Sheiman moved and Councilmember Lackey seconded to return to regular session. The motion passed unanimously. No action was taken in executive session.

At 10:10 PM, Councilmember Sheiman moved and Councilmember Wilson seconded to adjourn. The motion passed unanimously.

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Richard S. Robinson, Mayor Pro Tem

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Steven Dubail, Town Clerk

### **Town Council – July 17, 1997 @ 12:00 PM**

The Town Council met in regular session with Mayor LaPorte presiding.

Members present: Boothman, Lackey, Robinson, Sheiman, & Wilson  
Others present: Town Administrator

At Mayor LaPorte's request, Councilmember Boothman led the meeting in the Pledge of Allegiance.

Mayor LaPorte introduced Brad Musick, Senior Operation Specialist, Brown & Caldwell Engineering and Operational Services.

Mr. Musick gave a presentation proposing the Council consider entering into an agreement with Brown & Caldwell to provide wastewater data monitoring and technical support and a master service agreement to cover wastewater plant and collection system engineering services. Mr. Musick noted that Brown & Caldwell has a "proven track record" with Town of Friday Harbor water and wastewater treatment plant operations.

Mr. Musick responded to various inquiries from the Council.

Kevin Kirk, Wastewater Treatment Facility Lab Technician, commented on the previous beneficial operational working relationship with Mr. Musick.

Mayor LaPorte, the Council, and staff discussed various aspects of Mr. Musick's proposal.

Mayor LaPorte thanked Mr. Musick for his presentation.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1997

At 12:35 PM, under non-agenda items; Mayor LaPorte informed the Council that System Administrator/Town Clerk Dubail had completed training in Window NT 4.0 Core Technologies and been certified in same.

Mayor LaPorte informed the Council that he had appointed an ad-hoc committee of Si Stephens, County Auditor, Bill Weissinger, local attorney, and Lance Crosby, PE, to explore avenues for consolidation of the Town and district fire departments. The committee, with possible addition of one member, will get underway in August.

Councilmember Robinson reported that the "skateboard park" committee is working toward establishing a skateboard/rollerblade park at the County Fairgrounds. The committee will most likely request some sort of support from the Town.

The Council and staff discussed whether the Town could expend Town funds outside of Town.

Councilmember Robinson noted the opportunity for volunteer services.

Administrator Fitch suggested that some sort of in-kind contribution may prove feasible. The estimated project cost is \$70,000.

The Council indicated general support for the project.

Councilmember Boothman inquired as to the status of the Planning Commission.

Mayor LaPorte reported that there is only 1 empty position at this time and invited suggestions of candidates to fill same.

Councilmember Sheiman reported on a recent meeting regarding the WSDOT international ferry service.

System Administrator/Town Clerk Dubail inquired as to the Council's preference for a internet domain name for the Town.

The consensus of the Council was "fridayharbor.gov".

Administrator Fitch reported receipt from the Washington State Office of Financial Management (OFM) of the official 4/1/97 population estimate for the Town of Friday Harbor – 1,850.

Administrator Fitch reported receipt of a claim for damages from a Frederick Schofield. Mr. Schofield apparently fell off his bicycle while riding on a Town street.

Following discussion, the Council directed that the claim follow the established claim processing procedure.

The Council and staff discussed various items coming up for consideration, revising meeting procedures, housing needs, and development proposals.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1997

The Council concurred with Administrator Fitch's proposal to install a 4-way stop at the intersection of Marguerite Place and Guard Street.

The Council and staff discussed various parking, pedestrian, and traffic revision projects.

Administrator Fitch reported that Trout Lake Reservoir is 4" to 5" below the spillway, raw water and finished water turbidity is low, and the lake is very clear.

The Council discussed perceived water quality.

The Council and staff discussed the status of a claim for a vehicle damaged by the Town refuse truck.

The Council and staff discussed a draft letter to the Washington State Housing Finance Commission regarding a proposed housing development.

Councilmember Robinson moved and Councilmember Sheiman seconded to approve payment of claims warrants #13449 through 13498 in the amount of \$46,911.17. The motion passed unanimously.

At 1:17 PM, Councilmember Sheiman moved and Councilmember Lackey seconded to adjourn. The motion passed unanimously.

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Wm. J. LaPorte, Mayor

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Steven Dubail, Town Clerk

### **Town Council – July 17, 1997 @ 7:30 PM**

The Town Council met in regular session with Mayor LaPorte presiding.

Members present: Boothman, Lackey, Robinson, Sheiman, & Wilson

Others present: Town Administrator Fitch & Treasurer Picinich

At Mayor LaPorte's request, Councilmember Sheiman led the meeting in the Pledge of Allegiance.

System Administrator/Town Clerk Dubail informed the Council that, regarding internet domain names; the .gov high level domain is reserved for the federal government only. Fridayharbor.org, fridayharbor.com, and fridayharbor.net are all currently in use or reserved. He is trying to get fridayharbor.org released for use by the Town.

The Council requested that if fridayharbor.org proves to be unavailable that townoffridayharbor.org would be acceptable.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1997

At 7:35 PM, Mayor Pro Tem opened the Public Hearing to review the Six Year Transportation Improvement Plan for the years 1998 through 2003.

Administrator Fitch explained the particulars of same.

Mayor LaPorte, the Council, and staff reviewed and discussed various aspects of same.

No comments were forthcoming from the audience.

It was noted that the Port has indicated that they are willing to provide the funding for item #4, the Port Outlet Road.

Hearing no further comment, Mayor LaPorte closed the public hearing noting that the Council reserves the right to reopen the hearing at a later time or date.

At 7:54 PM, Councilmember Lackey moved and Councilmember Robinson seconded to adopt Resolution #1083, adopting the Six Year Transportation Improvement Plan for the years 1998 through 2003. The motion passed unanimously.

Mayor LaPorte presented draft ordinance #1031, amending the ordinance that limits the size and number of new water meters.

Administrator Fitch explained the particulars and potential ramifications of same.

The Council and staff discussed the implications and impacts of the proposed exemption.

At 8:08 PM, Councilmember Wilson moved and Councilmember Boothman seconded to request that staff revise draft ordinance #1031 to apply specifically to San Juan Island School District #149.

Following discussion, the motion failed.

At 8:13 PM, Councilmember Lackey moved and Councilmember Sheiman seconded to adopt ordinance #1031.

Discussion continued as to the potential impacts of "essential" public facilities on the Town water system.

At 8:30 PM, Councilmember Lackey asked to withdraw his motion, Councilmember Sheiman concurred.

The Council requested that staff redraft the proposed ordinance for consideration at their 8/7/97 noon meeting.

At 8:31 PM, Mayor LaPorte declared a short recess.

The meeting reconvened at 8:39 PM.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1997

Mayor LaPorte presented the draft Findings & Conclusions of Law regarding approval of the Rosewood Short Plat.

Councilmember Robinson moved and Councilmember Lackey seconded to adopt the Findings & Conclusions of Law regarding approval of the Rosewood Short Plat. Following discussion, the motion passed unanimously with Councilmember Sheiman abstaining as she was not present at the 6/19/97 meeting regarding same.

Mayor LaPorte introduced draft ordinance #1033, accepting the final Rosewood Short Plat.

Councilmember Robinson moved and Councilmember Lackey seconded to adopt Ordinance #1033. The motion passed unanimously with Councilmember Sheiman abstaining.

Mayor LaPorte presented the draft Findings & Conclusions of Law regarding approval of Shoreline Substantial Development Permit #64.

Councilmember Robinson moved and Councilmember Lackey seconded to adopt the Findings & Conclusions of Law regarding approval of Shoreline Substantial Development Permit #64. The motion passed unanimously.

At 8:45 PM, the Council began a work session on the draft GMA development regulations.

Administrator Fitch noted distribution to the Council of revised draft sections 17, 18, and 19 and associated official maps. Same have been transmitted to CTED and San Juan County Planning Director Arnold.

The Council and staff reviewed and discussed the proposed timeline for adoption of the development regulations, plans to communicate the proposed regulations to the public, and the proposed public hearing schedule.

Administrator Fitch noted, concurrent with adoption of the regulations, the need for other components to be in place such as appointing and staffing the Historical Review Committee and hiring a Land Use Administrator and staffing for same.

The Council and staff discussed various aspects of same including, office space needs, fees, and displaying the draft regulations and associated maps at the County Fair.

The Council approved the proposed schedule with the joint Council/Planning Commission public hearing to be held in a larger chamber in the evening.

Mayor LaPorte, the Council, and staff reviewed the revised draft official maps.

Administrator Fitch advised the Council that under the revised regulations they would be hearing a significantly increased number of conditional use permit applications.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1997

At 9:31 PM, Councilmember Boothman moved and Councilmember Lackey seconded to continue the meeting to 9:45 PM. The motion passed unanimously.

Mayor LaPorte introduced draft resolution #1084, authorizing an inter-fund loan.

At Mayor LaPorte's request, Treasurer Picinich agreed to utilize the Town's standard resolution format for future inter-fund loan resolutions.

Councilmember Lackey moved and Councilmember Boothman seconded to adopt Resolution #1084. The motion passed unanimously.

Treasurer Picinich distributed a proposed investment policy. She stated that she will submit same for review by the Washington Municipal Treasurers Association and the Municipal Treasurers Association of the U.S. and Canada.

Councilmember Boothman moved and Councilmember Lackey seconded to adopt the Findings and Conclusions of Law regarding the Administrative Appeal of SEPA Determination #155. The motion passed unanimously.

Administrator Fitch requested direction from the Council regarding the points raised in the 7/2/97 letter from Gary & Osborne Engineering concerning the upcoming Malcolm Street Storm Drainage Project.

The Council asked that a proposal be requested from Gray & Osborne.

At 9:45 PM, Councilmember Boothman moved and Councilmember Lackey seconded to continue the meeting to 10:00 PM. The motion passed unanimously.

Mayor LaPorte, Council, and staff discussed the 7/3/97 letter and attachments from San Juan County regarding emergency management and setting up and staffing an Incident Command System (ICS).

Mayor LaPorte, the Council, and staff discussed the request by the developers of the proposed Rosewood Apartment project for a letter of support from the Town.

Councilmember Boothman moved and Councilmember Lackey seconded to direct the Mayor to sign the draft letter distributed earlier this evening to the Council addressed to the Washington State Housing Finance Commission. The motion passed unanimously.

At 10:06 PM, Councilmember Sheiman moved and Councilmember Lackey seconded to adjourn. The motion passed unanimously.

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Wm. J. LaPorte, Mayor

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Steven Dubail, Town Clerk



## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1997

### Town Council – August 7, 1997 @ 12:00 PM

The Town Council met in regular session with Mayor LaPorte presiding.

Members present: Boothman, Lackey, Robinson, Sheiman, & Wilson

Others present: Town Administrator Fitch & Treasurer Picinich

At Mayor LaPorte's request, Councilmember Robinson led the meeting in the Pledge of Allegiance.

As a non-agenda item, Mayor LaPorte informed the Council of a meeting scheduled for 8/13/97 at 9:00 AM in the BOCC Hearing Room with all of the State 40<sup>th</sup> District legislators. The Council is invited to attend.

Councilmember Lackey moved and Councilmember Boothman seconded to approve the minutes of the 7/3/97 12:00 PM and 7:30 PM and the 7/17/97 12:00 PM and 7:30 PM meetings as revised. The motion passed unanimously.

The Mayor asked Sheriff Cumming for his report.

Sheriff Cumming responded to various inquiries from the Council. He noted the need for more cooperation from ferry terminal staff regarding pedestrian ferry traffic control. Unloading pedestrians after vehicles was discussed. The ferry traffic control personnel program is working out well. Sheriff Cumming expressed the desire that WSDOT participate in funding the program next year.

Mayor LaPorte thanked Sheriff Cumming for his report.

At 12:10 PM, Fire Chief Rosenfeld reported his department has received 68 calls so far this year, 14 in July. Training programs are progressing well. Attendance at same is a problem. The 4<sup>th</sup> of July parade and the Jazz Festival pancake breakfast went well. Apparatus acquisition specifications are being finalized. Delivery of same would be approximately a year after placing the order. Chief Rosenfeld stated that the new equipment should serve the Town for at least 20 years.

Chief Rosenfeld responded to various inquiries from the Council.

Mayor LaPorte thanked Chief Rosenfeld for his report.

Maintenance Supervisor Reitan reported that he will be attending a water system seminar in Seattle. The water system chlorine tracer study has been completed this week. Water production in July was down. Trout Lake Reservoir is 14" below the spillway. The water main on Marble Street has been replaced. New hydrants have been installed at various locations in the system.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1997

Maintenance Supervisor Reitan noted the community service projects undertaken by the local Church of Jesus Christ of Latter-Day Saints.

The Street Department has extended a storm drain on Guard Street to divert water from the Chevalier and Mager properties. A 4-way stop has been installed at Park Street and Marguerite Place. Maintenance Supervisor Reitan hopes to have a left turn lane from Spring Street to Argyle Avenue in place before the County Fair. Maintenance Supervisor Reitan summarized other street projects.

Maintenance Supervisor Reitan suggested that the Wastewater Department sludge hauling truck could haul street construction/repair materials on the way back from the mainland if sludge hauling is resumed. The treatment plant is functioning well. There have been no discharge permit violations to date. The BOD loading is down from this period last year.

Maintenance Supervisor Reitan mentioned the on-going problem with significant overtime costs. He reiterated that he would donate his time to water the flower baskets if necessary to help contain costs.

Maintenance Supervisor Reitan informed the Council that a Boy Scout group, headed by Marc Picinich, had done an outstanding job of weed-eating around and painting hydrants.

Maintenance Supervisor Reitan responded to various inquiries from the Council.

Mayor LaPorte thanked Maintenance Supervisor Reitan for his report.

At Councilmember Wilson's inquiry, Administrator Fitch announced that the draft Dam Feasibility Study would be available next week.

At 12:38 PM, Nancy Larsen, Water Conservation Program Coordinator, summarized her previously distributed water conservation program status report. She noted that 2 "wash wise" rebates have been applied for so far. Ms. Larsen inquired if the Council wished the rebate program to be available to all non-"coin-op" users.

Following discussion, the Council concurred.

Ms. Larsen continued with her report.

Councilmember Robinson recounted his observations of the positive effects of the program.

Ms. Larsen noted the conservation partnership with other agencies was proving to be cost effective. She also noted an upcoming free workshop on September 20<sup>th</sup> in Seattle regarding historic preservation training.

Mayor LaPorte thanked Ms. Larsen for her report.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1997

At 12:52 PM, Permit Coordinator Warren Jones summarized his previously distributed Planning Department activity report. Mr. Jones explained the particulars of various projects.

At Councilmember Robinson's inquiry, Mr. Jones and Administrator Fitch outlined sign ordinance enforcement planning.

Administrator Fitch reminded the Council that the draft Comprehensive Plan/Development Regulations notices, text, and maps will be published next Wednesday in the Journal. The notice will be mailed to all town and adjacent property owners.

The Council and Administrator Fitch discussed various aspects of same.

Mr. Jones responded to various inquiries from the Council.

Mayor LaPorte thanked Mr. Jones for his report.

At 1:01 PM, Building Official Jim Hodges summarized his previously distributed Building Department activity report. He noted that the fire & life safety inspection program appears to be very successful.

Mr. Hodges responded to various inquiries from Mayor LaPorte, the Council, and staff.

Mayor LaPorte thanked Mr. Hodges for his report.

At 1:07 PM, Mayor LaPorte opened the public hearing to amend the 1997 Town Budget.

The staff responded to various inquiries from the Council.

Hearing no comment from the public, Mayor LaPorte closed the hearing.

Councilmember Robinson moved and Councilmember seconded to approve payment of claims warrants #13502 through 13584 in the amount of \$101,940.59 and payroll warrants #5488 through 5526 in the amount of \$104,350.50. The motion passed unanimously.

The Council confirmed Mayor LaPorte reappointment of Jay Westphalen to Planning Commission position #1, Mark McClintock to Planning Commission position #2, and Thomas Hemphill to Planning Commission position #7, and the appointment of Farhad Ghatan to Planning Commission position #3.

Treasurer Picinich reminded the Council that the 1998 budget planning process must begin soon.

Councilmember Lackey noted that the Council had intended to hold a revenue sources work session in April. Same was scheduled for August 21<sup>st</sup>.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1997

At 1:15 PM, Councilmember Robinson moved and Councilmember Sheiman seconded to adjourn. The motion passed unanimously.

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Wm. J. LaPorte, Mayor

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Steven Dubail, Town Clerk

### **Town Council – August 7, 1997 @ 7:30 PM**

The Town Council met in regular session with Mayor LaPorte presiding.

Members present: Boothman, Lackey, Robinson, Sheiman, & Wilson

Others present: Town Administrator Fitch & Treasurer Picinich

At Mayor LaPorte's request, Councilmember Lackey led the meeting in the Pledge of Allegiance.

Mayor LaPorte presented a Certificate of Appreciation to Mr. Jerry Wilson, President, Church of Jesus Christ of Latter-Day Saints, for their one hundred fifty hours of community service in the Town of Friday Harbor to celebrate their sesquicentennial anniversary.

Mr. Wilson and Mr. Petersen of the local congregation briefly summarized the projects accomplished.

Mayor LaPorte and the Council expressed their appreciation.

Mayor LaPorte presented draft ordinance #1031, an ordinance to amend Ordinance #1002 as it pertains to limitations on both the size and the number of water services to serve the capital facilities of San Juan Island School District #149, as revised.

Councilmember Boothman moved and Councilmember Lackey seconded to adopt Ordinance #1031.

At Councilmember Sheiman's inquiry, Administrator Fitch conveyed that Attorney Eaton revised the draft ordinance as the Council directed.

Councilmember Robinson mentioned that the meter size restriction ordinance (Ordinance #1002) was enacted as the result of a drought. He inquired as to whether the Council was interested in removing the restriction at a date certain to be determined.

The Council briefly discussed same. They would like time for more extensive consideration on the agenda in the near future.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1997

At 7:44 PM, the motion passed unanimously.

Mayor LaPorte introduced draft ordinance #1034, amending the 1997 Town Budget.

Administrator Fitch summarized the particulars of same.

Following discussion, Councilmember Lackey moved and Councilmember Boothman seconded to adopt Ordinance #1034. The motion passed unanimously.

Mayor LaPorte introduced draft resolution #1085, authorizing the Mayor to execute an addendum to the contract with Gray & Osborne Engineering regarding the Malcolm Street Stormdrain project.

Administrator Fitch summarized the particulars of same.

The Council and staff discussed the proposed contract addendum.

At 8:03 PM, Councilmember Lackey moved and Councilmember Sheiman seconded to adopt Resolution #1085. The motion passed unanimously.

Administrator Fitch reiterated the need to determine the project schedule.

The Council and staff discussed scheduling the project in 2 phases.

Administrator Fitch reiterated mobilization cost considerations.

The Council discussed same.

The Council instructed that the project be scheduled in 2 phases; commencing in the Spring of 1998 at the waterfront to "A" Street, with completion from "A" Street to Malcolm Street following a hiatus, if necessary, after Labor Day of 1998.

At 8:11 PM, Mayor LaPorte opened the work session on the draft GMA development regulations.

Councilmember Sheiman expressed the desire that changes in the draft regulations be indicated by redlining and underlining. Councilmember Robinson concurred.

Mr. Slocomb noted that all changes had been reviewed in the work sessions.

Mr. Jones related that the changes reflect the specific directions of the Council.

It was noted that it could be grounds for a challenge if substantial changes were made to the draft documents prior to the first public hearing now that the draft documents have been conveyed for publication and forwarded to the appropriate agencies.

Administrator Fitch noted the efforts made in the draft development regulations to not violate the agreed on goals and policies in the draft Comprehensive Plan.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1997

At 8:25 PM, Mayor LaPorte declared a short recess.

The meeting reconvened at 8:33 PM.

The Council and staff took up review of draft Section 12.32 – Street Utility. In 12.32.100(A) the location list was deleted and “all major and minor arterials” inserted. 12.32.010 was revised to contain the same language as TE-27. Following review of 12.32.040, the Council approved same.

In Section 12.36.010, the field adjacent to the Wastewater Treatment Facility was removed from the list.

The Council reviewed portions of Title 14 – Signs. Mr. Slocomb pointed out specific revisions. In 14.04.100(B) the phrase “whether or” replaced “when” in the last sentence.

The Council mentioned that they would like to revisit Title 14 at a future work session.

At 9:19 PM, Administrator Fitch presented the Administrator’s Report.

He noted receipt of a letter and public hearing notice from Paul Fitzgerald, Tax Credit Program, Washington Housing Finance Commission, regarding the proposed Rosewood Apartments project.

The Council and staff discussed various aspects of “affordable” housing.

Councilmember Wilson moved and Councilmember Lackey seconded to approve an expenditure not to exceed \$500.00 for legal review of the draft letter of 8/01/97 to Paul Fitzgerald and to verify the conclusions expressed in the letter. The review to be completed prior to the scheduled 8/28/97 public hearing. The motion passed unanimously.

Mayor LaPorte, the Council, and staff discussed the 6/2/97 draft proposed resolution regarding a policy for public comments by Councilmembers, Town employees, or other Town representatives.

Administrator Fitch noted receipt of a requested proposal on Effective Meeting Techniques.

Mayor LaPorte mentioned that the new director of the Community Theater may –provide similar instruction.

It was noted that Attorney Eaton will give a presentation on parliamentary procedure at the next Council meeting.

Administrator Fitch gave an update on the legal status of a possible Town contribution to the proposed skate board park project.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1997

Administrator Fitch gave an update on a possible new sludge receiving facility.

At 9:43 PM, Councilmember Sheiman moved and Councilmember Lackey seconded to adjourn. The motion passed unanimously.

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Wm. J. LaPorte, Mayor

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Steven Dubail, Town Clerk

### **Town Council – August 21, 1997 @ 12:00 PM**

The Town Council met in regular session with Mayor LaPorte presiding.

Members present: Boothman, Lackey, Robinson, Sheiman, & Wilson

Others present: Town Administrator Fitch

At Mayor LaPorte's request, Councilmember Robinson led the meeting in the Pledge of Allegiance.

Councilmember Lackey moved and Councilmember Wilson seconded to approve the minutes of the 8/7/97 noon and 7:30 PM meetings as amended. The motion passed unanimously.

The Council heard a status report from Fire Marshal Hodges on Town legislation currently being drafted regarding outdoor burning, particularly burning within the core area.

The Council heard a presentation from Town Marshal Hodges regarding a proposal to extend 2-hour time limited parking up both sides of Second Street between Court Street/Reed Street and Culver Avenue/Blair Avenue and on the north side of Guard Street between Culver Avenue and Tucker Avenue.

Mayor LaPorte, the Council, and staff discussed various aspects of the proposal, including curb, gutter, and sidewalk requirements on Park Street due to the upcoming remodel of the Middle School, which will provide for additional on-street parking and the impacts of the intended extension on various businesses and agencies.

Councilmember Boothman requested that Mr. Hodges poll the people on the south side of Second Street regarding the proposed time limited parking revision.

Mr. Hodges will conduct same.

Councilmember Wilson inquired as to options for temporary parking lots.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1997

Administrator Fitch noted that the existing Town statutes could be modified by the Council.

Mr. Hodges outlined a suggestion to re-designate Reed Street to one-way with angle parking on one side. It was noted that the street width of Reed Street is substandard.

Councilmember Sheiman noted that existing problems with the Guard Street/Blair Street intersection may be exacerbated by the proposed redesignation.

Councilmember Robinson suggested consideration of implementing a 4-way stop at the Guard Street/Blair Street intersection. Councilmember Lackey concurred with the suggestion.

Mayor LaPorte, the Council, and staff discussed various aspects of the proposal including, implementing a 4-way stop at the Guard Street/Blair Street intersection, the request by the Sheriff that, if implemented, the one-way travel direction on Reed Street be from Second Street to Blair Avenue, and parking stall sizes.

Mayor LaPorte thanked Mr. Hodges for his presentations.

Mayor LaPorte informed the meeting of upcoming one-day classes at Skagit Valley College on effective meeting procedures. The classes will from 8:30 AM to noon on 10/11/97 and 10/18/97.

Councilmember Lackey requested an update on implementation of the Town Information Management Plan.

System Administrator Dubail will provide same.

At Councilmember Boothman's request, the Council asked staff to contact Key Bank regarding Town acquisition of surplus Key Bank facilities.

At 12:45 PM, Administrator Fitch informed the Council of a request by OPALCO that the Town participate in the joint purchase of water-saving shower heads as part of their respective ongoing conservation programs. The cost to the Town for 225 to 250 of the devices is approximately \$1,000.00.

The Council requested additional information on the request.

Administrator Fitch reported receipt of a letter from Robert Distler, Ferry Advisory Committee, asking for input on the anticipated lack of adequate ferry service for the second half of September.

Councilmember Sheiman will draft a letter regarding the issue for Council consideration.

Administrator Fitch noted distribution to the Council of a letter from Cathy Carlisle expressing concern about the new 4-way stop at the Park Street/Marguerite Street intersection.



## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1997

Councilmember Lackey related comments indicating wide support for the revision.

The Council asked that no action be taken.

Administrator Fitch reported receipt of a letter regarding the proposed Rosewood Apartment project. A draft response to the Washington State Housing Commission will be available for Council consideration at the evening meeting.

Administrator Fitch reported the availability of Round 6 of GMA funding from the state. Same is in the form of an incentive grant to complete GMA planning. The Town's portion of the \$34,183 to San Juan County would be 15% which would cover approximately one month of the Town's planning consultant and attorney's fees for GMA related work.

Administrator Fitch reported that the Washington State Puget Sound Water Quality Authority Action Team will be in Town on 9/17/97 regarding local implementation of the Puget Sound Water Quality Plan. The Council is scheduled to have their quarterly joint meeting with the BOCC on the same date.

The Council and staff discussed the implications of trying to implement the Plan.

Administrator Fitch requested that the Council hold an executive session at their evening meeting to discuss potential litigation.

Administrator Fitch drew the Council's attention to three posted Town reorganization options and briefly summarized same. He requested the Council review and provide feedback on same.

Mayor LaPorte, the Council, and staff discussed the feasibility of sharing services or contracting with the County for certain services.

Discussion continued on the option of becoming a Code City, disincorporating, or incorporating the island.

Councilmember Lackey moved and Councilmember Boothman seconded to approve payment of claims warrants #13586 through 13604 in the amount of \$39,752.07. The motion passed unanimously.

At 1:24 PM, Councilmember Boothman moved and Councilmember Lackey seconded to adjourn. The motion passed unanimously.

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Wm. J. LaPorte, Mayor

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Steven Dubail, Town Clerk

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1997

### Town Council – August 21, 1997 @ 7:30 PM

The Town Council met in regular session with Mayor LaPorte presiding.

Members present: Boothman, Lackey, Robinson, Sheiman, & Wilson

Others present: Town Administrator Fitch & Attorney Eaton

At Mayor LaPorte's request, Councilmember Wilson led the meeting in the Pledge of Allegiance.

As a non-agenda item, Peter DeLorenzi, American Legion Post #163 Commander, presented a plaque to the Town expressing appreciation for the Town's continuing support and cooperation.

Mayor LaPorte thanked Commander DeLorenzi for the gesture.

As a non-agenda item, Charlie Meyer, Island Petroleum Service, inquired as to the status of guidelines for representing the Town being developed by the Council.

The Council informed Mr. Meyer that the draft of same is currently being revised for further Council consideration.

As a non-agenda item, Claudia Cross, informed the Council that the new propane storage facility on Mullis Street is still not in compliance with the Town's revised SEPA determination. "The facility was operated without a permit and continues to operate out of compliance." She requested that the Council investigate the situation.

The Council and staff discussed the operator's actions and how to enforce SEPA conditions.

It was noted that, apparently due to the recent UPS strike, certain apparatus required for compliance had been delayed.

At 7:42 PM, the Council took up discussion of Ordinance #1002, limiting the size and number of new water meters (the one-inch meter restriction) and Ordinance #1031, (allowing a larger than one-inch water meter for San Juan Island School District #149).

Councilmember Sheiman suggested the addition of a sunset clause to Ordinance #1002.

Councilmember Robinson felt that better legislation such as a "zero footprint" ordinance could be enacted to replace Ordinances #1002 and #1031.

Councilmember Boothman noted planning efforts regarding density and water system capacity projections. He suggested that Ordinance #1002 be repealed when 3 conditions were fulfilled; the Comprehensive Plan adopted, the dam raised or replaced, and a "zero footprint" ordinance enacted.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1997

Councilmember Wilson noted the anticipated period before the dam was raised or replaced. He expressed support for some manner of water use legislation.

Discussion continued on water use by meter size, the tiered rates for water consumption, the obligation to provide water within the Town, the schedule for raising or replacing the dam, allowable density under the proposed development regulations, alternatives to existing regulations, and limitations due to staff size and office space.

The Council indicated that they would like to review a preliminary draft of legislation to replace the meter size limit ordinance at their first meeting in March, 1998.

Councilmember Robinson commented that the utility rates for low consumption residential users are quite high.

The minimum monthly utility charge for a single family residence in town with sewer without any water consumption is \$85.56.

Councilmember Robinson commented that, as a business operator, he would accept rate increases to lower the SFR minimum monthly utility charge.

Regarding the new propane storage tank facility on Mullis Street, Administrator Fitch noted that today is the last day that the temporary permit for same is valid.

Mayor LaPorte assured Ms. Cross that the Town will work to ensure compliance with Town regulations.

The Council and audience discussed aspects of same.

Ms. Cross reiterated that her primary concern was safety.

At 8:17 PM, Mayor LaPorte declared a short recess.

The meeting reconvened at 8:25 PM.

The Council reviewed and revised a letter drafted by Councilmember Sheiman regarding anticipated fall ferry service cutbacks.

Councilmember Lackey moved and Councilmember Sheiman seconded to approve signing of same by the Mayor and Council. The motion passed unanimously.

The Council took up discussion of Town revenue sources.

The Council discussed alternative funding for GMA planning, tourism impacts, the possibility of additional special taxes such as a moped rental tax, the limitations on tax uses, and some sort of seasonal tax to mitigate the impacts of tourism.

Councilmember Robinson inquired as to whether the Council was interested in researching some sort of seasonal tax or taxes.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1997

Administrator Fitch reiterated that the Town's property tax rate is one of the lowest in the state; 273<sup>rd</sup> out of 275 cities.

Discussion continued on various forms of taxation and using tax revenue to mitigate utility rates.

Administrator Fitch noted that the Town's portion of the annual sales tax revenue is approximately ½ million dollars. The Town does not have a realistic property tax rate.

The Council and staff discussed aspects of same.

The Council concurred with Councilmember Boothman's suggestion that a letter be drafted to the Port regarding their offer to collect for the Town a head tax from tour boat passengers.

At 9:10 PM, Attorney Eaton reported on his review of the Standard Code of Parliamentary Procedure by Alice Sturgis.

Mayor LaPorte, the Council, and staff discussed various aspects and perspectives on meeting procedure.

At 9:21 PM, Mayor LaPorte introduced Mr. Frank Geltner, the new director of the Community Theater and a registered parliamentarian.

Mr. Geltner offered to provide a workshop on parliamentary procedure for the Town without cost.

The Council welcomed Mr. Geltner and his assistance.

The Council reviewed and approved a draft letter to Paul Fitzgerald, Washington State Housing Commission, regarding the proposed Rosewood Apartments project.

Building Official Jim Hodges assured the Council that the Petro San Juan propane storage facility on Mullis Street will be in compliance by tomorrow following receipt of a part delayed by the recent UPS strike.

At 9:29 PM, Councilmember Lackey moved and Councilmember Sheiman seconded to go into executive session to discuss potential litigation. The motion passed unanimously.

At 9:51 PM, Councilmember Lackey moved and Councilmember Sheiman seconded to return to regular session. The motion passed unanimously. No action was taken in executive session.

At 9:51 PM, Councilmember Boothman moved and Councilmember Sheiman seconded to adjourn. The motion passed unanimously.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1997

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Wm. J. LaPorte, Mayor

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Steven Dubail, Town Clerk

### **Town Council – September 4, 1997 @ 12:00 PM**

The Town Council met in regular session with Mayor LaPorte presiding.

Members present: Boothman, Lackey, Robinson, Sheiman, & Wilson

Others present: Town Administrator Fitch & Treasurer Picinich

At Mayor LaPorte's request, Councilmember Sheiman led the meeting in the Pledge of Allegiance.

Councilmember Boothman moved and Councilmember Sheiman seconded to approve the minutes of the 9/21/97 noon and 7:30 PM meetings as submitted. The motion passed unanimously.

Sheriff Cumming notified the Council that the ferry traffic control project would be ending within the next two weeks. In regard to designating Reed Street as a one-way street; he recommended that traffic flow be one-way from Second Street to Blair Avenue.

Councilmember Robinson and Sheriff Cumming discussed the advisability of installing a 4-way stop at the Blair Avenue and Second/Guard Street intersection. Councilmember Sheiman noted the potential for an accident in the area. Councilmember Boothman mentioned concerns expressed by the School District as to the direction of one-way travel on Reed Street. Administrator Fitch pointed out alternatives for the street such as a widened sidewalk, 2 travel lanes and the elimination of on-street parking. Discussion of Reed Street will be a future agenda item.

Mayor LaPorte thanked Sheriff Cumming for his report.

At 12:20 PM, Fire Chief Rosenfeld reported that his department had received 17 calls in August. The department currently has 22 firefighters. He informed the Council that some of the officers are planning to reduce their time commitment to the department. Chief Rosenfeld briefed the Council on a major structure fire on Hunt Street on August 31<sup>st</sup>, reported on upcoming training events, and noted a change of island rescue response apparatus.

Mayor LaPorte thanked Chief Rosenfeld for his report.

At 12:27 PM, Maintenance Supervisor Reitan reported that the reservoir is 29" below the spillway, that water production is down, and that a new water main has been installed on Marble Street. The Street Department has substantially completed resurfacing work in the Evergreen Subdivision. Work is underway on Harrison Street. The Town may be

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1997

able to make the entire length of Harrison a 2-way street to reduce traffic volume on Warbass Way. The Sewer Department may again be hauling sludge in the near future. The new wastewater treatment plant generator should be installed by the end of the month. The Refuse Department picked up 2 tons of garbage from Town street refuse cans last Sunday, one day's worth. Water main replacement on Blair Street should begin next week, as-builts will be prepared. A new A/C surface will be installed from Ellsworth Avenue to Spring Street.

Maintenance Supervisor Reitan responded to various inquiries from the Council.

Mayor LaPorte thanked Maintenance Supervisor Reitan for his report.

At 12:41 PM, Program Coordinator Nancy Larsen summarized her previously distributed Water Conservation Program status report. She requested the Council authorize the purchase of 250 water saving shower heads and aerators as part of a joint project with OPALCO to develop a pilot MFR conservation program.

Mayor LaPorte and the Council discussed various aspects of the proposed project with Ms. Larsen, including charging for the showerheads, distributing same to all MFR and commercial users, conservation tracking, and targeting the lodging industry as the next sector to receive conservation devices.

At 1:01 PM, Councilmember Lackey left the meeting due to a work commitment.

The Council approved the allocation of up to \$1,100.00 to purchase the requested devices for the pilot project. The policy for future projects will be discussed at the 9/18/97 noon meeting.

Mayor LaPorte thanked Ms. Larsen for her report.

At 1:04 PM, Permit Coordinator Warren Jones distributed and summarized the Planning Department Activity Report.

Mayor LaPorte thanked Mr. Jones for his report.

Building Official Hodges distributed and summarized the Building Department Report.

Mr. Hodges responded to various inquiries from Mayor LaPorte and the Council. He outlined a proposal to replace the Thrift House and to house the Cadillac fire engine.

The Fire Chief and Fire Marshal Hodges left the meeting due to a fire call.

Administrator Fitch explained further particulars of the proposal.

Mayor LaPorte and the Council discussed the proposal.

Councilmember Boothman suggested that an inquiry be made as to constructing housing for the fire engine at the Historical Society on Price Street.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1997

Mayor LaPorte will contact the Society.

Councilmember Robinson summarized the desire of the Fire Chief to reduce his time commitment to the department. Councilmember Robinson informed the Council that the Chief has agreed to continue as Fire Chief through the end of the year if the Council makes significant efforts to resolve the Fire Department administration staffing situation and adds \$500.00 per month through the end of the year to the current Chief's compensation.

At 1:23 PM, the Fire Chief and the Fire Marshal returned. Chief Rosenfeld noted that the fire (under control) was paged as being on Carter Street. The fire was in a misnumbered apartment complex (Casa de Molino) off Carter Avenue.

Chief Rosenfeld explained his need for more time to devote to his business. He suggested that a paid assistant chief may be a partial solution. He commented that he would like to see one fire department on the island.

Mayor LaPorte and the Council discussed various aspects of the situation with Chief Rosenfeld.

Councilmember Robinson summarized the situation and requested that a timeline be established to discuss same.

The Council will discussion the issue at their 9/18/97 noon meeting.

Councilmember Robinson moved and Councilmember Boothman seconded to ask staff to prepare legislation to increase the monthly compensation to the Chief by \$500.00. The motion passed unanimously. Councilmember Wilson abstained.

At 1:35 PM, Councilmember Boothman moved and Councilmember Sheiman seconded to adjourn. The motion passed unanimously.

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Wm. J. LaPorte, Mayor

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Steven Dubail, Town Clerk

### **Town Council – September 4, 1997 @ 7:30 PM**

The Town Council met in regular session with Mayor LaPorte presiding.

Members present: Boothman, Lackey, Robinson, Sheiman, & Wilson

Others present: Town Administrator Fitch, Treasurer Picinich, & Attorney Eaton

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1997

At Mayor LaPorte's request, Councilmember Boothman led the meeting in the Pledge of Allegiance.

Mayor LaPorte reported that Treasurer Picinich had been awarded the Professional Finance Officer Award for d1997 from the Washington Finance Officer Association.

No non-agenda items were presented by the public.

Mayor LaPorte introduced draft resolution #1086, a resolution authorizing the Mayor to accept a proposal from, and execute a purchase agreement with, Petro San Juan to provide motor fuels to the Town of Friday Harbor from time of execution of the contract through July 31, 1998.

Administrator Fitch explained the particulars of, and correspondence received, regarding same.

Charlie Meyer, Island Petroleum Service, read a prepared statement expressing the opinion that the bid date of the low bid was invalid. He asked the Council to reject the bid.

The representative present for Petro San Juan did not wish to make a statement.

Mayor LaPorte, the Council, staff, and Mr. Meyer discussed the issue. The Council requested that the bid specification be reworded for future bids.

At 7:46 PM, Councilmember Sheiman moved and Councilmember Boothman seconded to adopt Resolution #1086. The motion passed unanimously. Councilmember Lackey abstained.

Mayor LaPorte introduced draft ordinance #1035, an ordinance establishing that there shall be a regular meeting of the Town Council at 7:30 PM on September 18, 1997 at the San Juan Island Grange Hall, 152 First Street N, for a joint public hearing with the Planning Commission to review the draft GMA Comprehensive Plan and Land Use Regulations.

Councilmember Sheiman moved and Councilmember Robinson seconded to adopt Ordinance #1035. The motion passed unanimously.

Steve Dubail, System Administrator/Town Clerk, gave a status report on implementation of the Town's Information Management Plan.

At 8:13 PM, Mayor LaPorte declared a short recess.

The meeting reconvened at 8:20 PM.

The Council began a work session on the draft GMA development regulations and preparation for the joint public hearing with the Planning Commission.



## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1997

Mayor LaPorte directed the Council's attention to the staff report from Planning Consultant Jim Slocomb dated 9/2/97.

Mr. Slocomb summarized recent Planning Commission discussion regarding the draft GMA documents.

The Council and staff discussed the GMA Comprehensive Plan/Land Use Regulation adoption process and preparations for, and the format of, the upcoming public hearing.

Attorney Eaton cautioned that the development regulations must be consistent with the Comprehensive Plan.

At Mayor LaPorte's suggestion, the Council agreed to engage in dialogue with the audience at the public hearing only to the extent necessary to clarify inquiries.

Mr. Slocomb reported that San Juan County has communicated that they do not have concerns with the Town Plan as drafted.

Councilmember Robinson expressed concern about areas where LM & IN zoned land abuts land zoned for residential uses.

The Council and staff discussed various aspects of the issue.

Councilmember Sheiman suggested that a noise ordinance may be in the Town's future.

Councilmember Robinson reiterated concern with the potential for noise and odor pollution and suggested that potentially noise/odor generating uses be conditional uses.

At 9:09 PM, Councilmember Sheiman brought up the subject of uses which will become non-conforming following adoption of the new Plan. She suggested that such uses be identified and options for same explored.

The Council and staff discussed various aspects of the issue.

Mayor LaPorte suggested that the Councilmembers provide suggested alternatives to the above concerns in writing.

At 9:18 PM, Administrator Fitch reported receipt of a preliminary draft of the Trout Lake Feasibility Study for staff review.

Administrator Fitch reported receipt of a letter from the BOCC regarding the planned joint Town Council/BOCC meeting from 1:30 PM to 3:30 PM at Town Hall.

Administrator Fitch reported that the staff is preparing files for the sign enforcement program. He outlined the plan that enforcement be by designated randomly selected blocks. The Council concurred with the suggestion.

The Council and staff discussed sign enforcement and revision of the Sign Ordinance.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1997

Administrator Fitch asked if the Council would consider scheduling an additional meeting in September for land use public hearings.

The Council may continue their 9/18/97 meeting to Wednesday September 24<sup>th</sup> at 7:30 PM.

At Treasurer Picinich's inquiry, the Council indicated that they would like to review a balanced draft budget.

Administrator Fitch reported receipt of a letter from the BOCC inviting Town attendance at a meeting with members of the Puget Sound Water Quality Action Team, local resource management committees, and other elected and public officials on Wednesday, September 17<sup>th</sup> at 10:00 AM in the Commissioner's Hearing Room.

At 9:32 PM, Councilmember Robinson moved and Councilmember Lackey seconded to continue the meeting for 10 minutes. The motion passed unanimously.

Mayor LaPorte introduced draft ordinance #1036, an ordinance to increase the compensation paid to the volunteer Fire Chief.

Following discussion, Councilmember Robinson moved and Councilmember Sheiman seconded to adopt Ordinance #1036. The motion carried with Councilmembers Boothman, Robinson, and Sheiman in the affirmative, Councilmember Lackey opposed, and Councilmember Wilson abstaining.

Councilmember Lackey moved and Councilmember Sheiman seconded to approve payment of claims warrants #13607 through 13698 in the amount of \$159,353.36 and payroll warrants #5529 through 5567 in the amount of \$98,959.42. The motion passed unanimously.

At 9:35 PM, Councilmember Lackey moved and Councilmember Sheiman seconded to adjourn and continue the meeting to 9/17/97 at 1:30 PM for the quarterly joint meeting with the BOCC. The motion passed unanimously.

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Wm. J. LaPorte, Mayor

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Steven Dubail, Town Clerk

### **Town Council – September 17, 1997 @ 1:30 PM**

The Town Council met in continued regular session for their quarterly joint meeting with the San Juan County Board of Commissioners (BOCC). Mayor LaPorte present.

Members present: Boothman, Lackey, Robinson, Sheiman, & Wilson

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1997

Others present: Town Administrator Fitch

Commissioners present: Evans, Miller, Nielsen

SJC staff present: Deputy Clerk Hammel, Public Works Director Loewen, Sheriff Cumming

Commission Chairperson Miller called the BOCC meeting to order.

At Mayor LaPorte's request, Councilmember Sheiman led the meeting in the Pledge of Allegiance.

Commissioner Miller informed the Council of the particulars of the recent County septage facility RFPs.

Mayor LaPorte, the Council, and the BOCC discussed various aspects of same, including the potential for provisions to treat municipal biosolids.

At Commissioner Miller's request, Public Works Director Loewen suggested that the Council and the BOCC discuss the process employed by the Town for developing a stormwater drainage ordinance.

Administrator Fitch summarized the development history and implementation status of the Town stormwater management plan and stormwater utility. He noted the cost impacts of the current draft regulations. Administrator Fitch suggested that a joint agreement could be developed to deal with stormwater generated in the adjacent jurisdictions.

Mr. Loewen summarized County efforts toward developing a stormwater management plan.

Port Director Steve Simpson informed the meeting that the Port has a stormwater management plan for the airport. He noted that both town and county generated stormwater drains into the airport stormwater retention system.

Mayor LaPorte, the Council, and the BOCC discussed the issue with staff. The ever increasing costs of state mandated programs was discussed. It was pointed out that the costs are related to growth.

At 2:15 PM, Sheriff Cumming reported on the summer ferry traffic control project. Control of pedestrian traffic remains a major concern. He recommended that pedestrians be kept on the ferry until the vehicles have been unloaded. Sheriff Cumming reiterated the desire to have the DOT participate financially in the project in the future. The program for this year will terminate this week.

Mayor LaPorte, the Council, and the BOCC discussed various aspects of the issue. The matter will be referred to the Ferry Advisory Committee.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1997

At 2:26 PM, Mr. Loewen informed the meeting that the planned Turn Point/Pear Point Road Study should commence in October. He recommended that the Town participate on the site committee.

At Councilmember Wilson's inquiry, the Council and staff discussed route alternatives and funding options, including redesignating the entire length of Harrison Street for 2-way traffic, and the effects of increasing the planned density in the Turn Point/Pear Point area.

At 2:27 PM, Mr. Loewen reported on preliminary efforts to initiate legislation to allow the expenditure of County gas tax monies on arterial streets within small municipalities such as the Town. The matter needs to be brought before the state engineer's association by November.

At 2:35 PM, Councilmember Lackey left the meeting due to a work commitment.

Regarding the proposed Intermodal Transportation Study agreement, at Commissioner Nielsen's request, Mr. Simpson summarized the Draft Final Report on Intermodal Transportation Planning as transmitted by his memo to the Town and County of 9/11/97.

The Council and BOCC discussed various aspects of the matter with Mr. Simpson.

Councilmember Boothman outlined his concerns and pointed out omissions in the draft report.

Councilmember Sheiman suggested that the Town and Port schedule a meeting to discuss the draft report.

Commissioner Nielsen noted that the study, when refined, could be accepted as a conceptual plan.

Councilmember Sheiman pointed out that the Town would be the lead agency for the plan. At her suggestion, representatives from the Town, Port, BOCC, and the consulting firm that performed the study will meet in October.

Commissioner Evans and Councilmember Boothman expressed their perceptions of the intended goals of the study.

At Mayor LaPorte's inquiry, Mr. Simpson outlined the history of the development of the grant application for the study.

The issue will be a BOCC agenda item following the above mentioned October meeting.

At 2:52 PM, Commissioner Nielsen suggested that consideration be given to exploring ways to share certain capital facilities such as meeting rooms and office space. She also suggested that sharing expertise for various services may be of benefit.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1997

The Council expressed interest as to looking into sharing various facilities. The Council will designate a contact person to be the liaison with the County on the matter.

Commissioner Nielsen suggested that a dialog be initiated toward developing a island-wide Council of Governments. The group could include junior taxing districts such as the Port and the School District. She requested that the idea be an agenda item for the next joint quarterly meeting. Economic development and housing could be an additional agenda item.

At 3:02 PM, Commissioner Miller explained that San Juan County would like to reduce the Town's representation on the Solid Waste Advisory Committee (SWAC) to one member to facilitate attaining a quorum.

The Council concurred with the proposal.

Commissioner Nielsen requested that discussion regarding Solid Waste Transfer Facility site revision be an agenda item for the next joint quarterly meeting.

The BOCC adjourned their meeting.

At 3:04 PM, Councilmember Robinson moved and Councilmember Sheiman seconded to adjourn. The motion passed unanimously.

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Wm. J. LaPorte, Mayor

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Steven Dubail, Town Clerk

### **Town Council – September 18, 1997 @ 12:00 PM**

The Town Council met in regular session with Mayor LaPorte presiding.

Members present: Boothman, Lackey, Robinson, Sheiman, & Wilson

Others present: Town Administrator Fitch & Treasurer Picinich

At Mayor LaPorte's request, Councilmember Wilson led the meeting in the Pledge of Allegiance.

Councilmember Lackey moved and Councilmember Robinson seconded to approve the minutes of the September 4, 1997 noon and 7:30 PM meetings as submitted. The motion passed unanimously.

Mayor LaPorte drew the Council's attention to a letter from the Mayor of Sydney, BC, inviting the Mayor and Council to meet member of the Ancient and Honourable Guild of Town Criers of Great Britain during the stopover of the international ferry on September 20<sup>th</sup>.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1997

At Mayor LaPorte's request, Water Conservation Program Coordinator Nancy Larsen summarized her September 11<sup>th</sup> memo to the Council regarding the water conservation program and retrofitting.

The Council discussed their agreement for Town participation in the previously authorized pilot project with OPALCO.

The Council will discuss an expanded program during the budget process.

The Council took up discussion of concerns previously raised by the Fire Chief.

Councilmember Boothman summarized discussions regarding developing a interlocal agreement to set up island-wide fire protection administration.

Jay Hurlburt, Fire District #3 Commissioner, expressed support for the concept by Fire District #3.

Mayor LaPorte noted support for the idea by the ad-hoc Town fire administration committee.

At Councilmember Lackey's inquiry, Fire Chief Rosenfeld outlined how administration of the respective fire departments could be organized under a interlocal agreement. He mentioned the desire of both parties to call the resulting organization the Friday Harbor Fire Department.

Mayor LaPorte, the Council, Fire Chief Rosenfeld, and Commissioner Hurlburt discussed various aspects of the issue.

Mayor LaPorte stated that the ad-hoc Town fire administration committee will pursue the issue.

At 12:23 PM, Mayor LaPorte, the Council, and staff discussed various matters, including research into storage for the Cadillac fire engine at the Historical Society property, budgeting for design and construction of an ADA compliant ramp on Front Street in the ferry landing block. The item will be a request for the draft 1998 budget.

Administrator Fitch briefed the Council on preparations for the public hearing to be held this evening at the Grange Hall to review the draft GMA Comprehensive Plan and Land Use Regulations.

The Council reiterated that the purpose of the hearing is to receive public comment, no deliberation by the Council is contemplated.

At Councilmember Boothman's inquiry, Administrator Fitch noted that the Council sets speed limits in Town by ordinance.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1997

The Council discussed the advisability of lowering the speed limit on Marguerite Place to 20 MPH. The need for traffic enforcement was reiterated. The Council would like to have the current 25 MPH limit in the area enforced.

Councilmember Wilson relayed a request that Larsen Street remain unpaved.

Councilmember Sheiman moved and Councilmember Robinson seconded to approve payment of claims warrants #13700 through 13768 in the amount of \$59,500.27. The motion passed unanimously.

At 12:45 PM, Councilmember Robinson moved and Councilmember Sheiman seconded to adjourn. The motion passed unanimously.

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Wm. J. LaPorte, Mayor

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Steven Dubail, Town Clerk

### **Town Council – September 18, 1997 @ 7:30 PM**

The Town Council met in regular session for a joint Public Hearing with the Planning Commission at the Grange Hall, 152 First Street, Mayor LaPorte presiding.

Members present: Boothman, Lackey, Robinson, Sheiman, & Wilson  
Planning Commissioners present: Westphalen, McClintock, Ghatan, King, Keith, Alvarado, and Hemphill  
Others present: Town Administrator Fitch & Attorney Eaton

Mayor LaPorte explained that the purpose of the hearing was to receive public comment on the draft GMA Comprehensive Plan and Land Use Regulations, and instructed the meeting in the procedure that would be followed.

Mayor LaPorte asked Administrator Fitch to present the staff report.

Administrator Fitch summarized the history, intent, and directives of the Growth Management Act (GMA), the local plan development process, the goals and policies of the draft Comprehensive Plan, and the resulting draft Land Use Regulations.

Mayor LaPorte opened the hearing for public input.

Administrator Fitch read into the record the author and the date received of previously submitted and distributed written comments.

Greg Hertel, 561 Boyce Road, spoke in support of the vision of the plan and the proposed Luxel rezone.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1997

Forbes Powell, Luxel Corporation, 515 Tucker Avenue, spoke of the difficulty of moving his physical plant, the "high paying, year-round" jobs his company provides, and the potential for growth of his business.

Susan Brennan, 690 Larsen Street, neighbor of the Luxel facility, opposed the Luxel rezone.

Jim Shelton, 530 Hemlock, spoke of the impacts of a COM/IND rezone on a SFR neighborhood.

Heidi Lopez, 5915 Davison Head Drive, Luxel employee, spoke in support of the proposed Luxel rezone.

Beth Helstein, 3121 Three Corner Lake Road, Luxel employee, spoke in support of the proposed Luxel rezone and year-round employment. She submitted a written statement.

Penny Dunn, 102 Cedar Street, spoke in opposition to a proposed rezone to IND in the area. She stated that access to the property proposed for rezoning would be through a residential area.

Sam Pope, PO Box 156, complimented the Town Council and the Planning Commission on the draft development regulations. Mr. Pope spoke in support of the conditional use process. He suggested the addition of parking requirements for ancillary housing units or that parking be de-emphasized in the downtown area.

Bill Giesey, PO Box 1459, expressed his views on concurrency requirements, the role of the Permit Coordinator, and the reduction of pyramid zoning.

Bill Weissinger, PO Box 3019, representing Rob & Teddy McGregor, submitted a written statement and location map. He explained his client's opposition to the proposed rezoning of their property from MFR to SFR.

Bill Weissinger, PO Box 3019, representing the Adelman family, expressed opposition to the proposed rezoning of their property from COM to MFR. He felt there was an insufficient supply of commercially zoned property in town. As an alternative he asked the Council to consider rezoning the property to IND. He stated that the subject property is large enough to allow for the buffering of uses. Mr. Weissinger submitted a written statement.

Marian Ford-Webber, 720 Park Street, spoke of home occupation businesses and existing non-conforming uses on Park Street. She submitted a petition by property owners in the area. The petition asks that the area be rezoned as PSC or COM.

Lew Dickinson, 815 Spring Street, spoke in support of home occupations and pyramid zoning. He opposed the taking of property without compensation for public facilities such as sidewalks.



## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1997

Lee Sturdivant, Larsen Street, expressed support for limits on MFR zoning. She would like all maps to show Larsen Street closed on the Carter Avenue end. She spoke in support of year-round employers such as Luxel. Ms. Sturdivant asked that the planned for density be reduced to retain a rural nature for the town. She stated that "more people want to visit the Town, but fewer want to live in it." Ms. Sturdivant asked for relief from utility rates and density impacts.

Dorrie Westhoven, 855 Fir Street, spoke in opposition to the proposed rezone of two parcels of land in her neighborhood to IND.

Bill Giesey provided additional comments regarding transient accommodations, the advisability of C1 and C2 zones, provisions for future food and beverage service businesses, the proposed reduction of MFR density, and the potential for increased development costs. He advised the Council to keep zoning discussions separate from utility service concerns.

Mayor LaPorte asked if there were any additional comments from the audience, staff, Council, or Planning Commission. Hearing none, he closed the public input portion of the hearing, noting that the Council reserves the right to reopen the hearing for public input at a later time or date.

At 8:59 PM, Councilmember Wilson moved and Councilmember Sheiman seconded to adjourn. The motion passed unanimously.

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Wm. J. LaPorte, Mayor

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Steven Dubail, Town Clerk

### **Town Council – October 2, 1997 @ 12:00 PM**

The Town Council met in regular session with Mayor LaPorte presiding.

Members present: Boothman, Robinson, Sheiman, & Wilson

Others present: Town Administrator Fitch

Town Clerk Dubail informed the Council that Councilmember Lackey had notified his office that he would not be attending the afternoon meeting due to a work commitment.

At Mayor LaPorte's request, Councilmember Robinson led the meeting in the Pledge of Allegiance.

Councilmember Robinson moved and Councilmember Sheiman seconded to approve the minutes of the 9/17/97 – 1:30 PM, and 9/18/97 – Noon and 7:30 PM meetings as amended. The motion passed unanimously.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1997

As a non-agenda item; Councilmember Robinson summarized the events leading to, the intent of, and clarified his position on, recent newspaper articles regarding a proposed alternative GMA zoning map. He has prepared a written statement for distribution to the Council.

Councilmember Sheiman concurred with Councilmember Robinson's summary.

The Sheriff and the Fire Chief were not present at this time to give their reports.

Mayor LaPorte asked the Council to consider scheduling a noon meeting for October 30, 1997 to hear the Mayor's Ad Hoc Fire Department Consolidation Committee Final Report.

Mayor LaPorte and the Council discussed the scheduling of same. Councilmembers Sheiman and Boothman indicated they had previous commitments for the proposed date. Mayor LaPorte stated that he would not ask for action but wished the Council to receive the Final Report from the committee members.

The Council will discuss scheduling a continued meeting at their 10/16 evening meeting.

At 12:17 PM, Maintenance Supervisor Reitan reported that water production and rainfall is up over this period last year. Trout Lake Reservoir is 37" below the spillway, it was 47" below the spillway last year at this time. The ground in the watershed is becoming saturated due to recent heavy rainfall. The Blair Street water main project is coming along well and should be completed in approximately two weeks. The water plant is functioning well. The sewer plant is functioning fairly well. Maintenance Supervisor Reitan notified the Council that the Town may have a working agreement soon with a mainland biosolids composting site operator. The Town would haul to the site. In the Refuse Department the street can collections are slowing down. In the Street Department, the right-of-way on Harrison Street has been cleaned and paved and the street was given an oil and rock surface. Work is going on on the Warbass Way right-of-way.

Fire Chief Rosenfeld joined the meeting.

Mayor LaPorte and the Council discussed various maintenance issues with Maintenance Supervisor Reitan.

Mayor LaPorte thanked Maintenance Supervisor Reitan for his report.

At 12:33 PM, Fire Chief Rosenfeld reported that his department has received 91 calls so far this year. The department responded this morning to a structure fire in a residence at Holli Place. The department manpower level was satisfactory but the experience level is decreasing due to the departure of a number of officers.

Fire Chief Rosenfeld reported on the recent training burn of an old house on the corner of Spring Street and Mullis Street.

Mayor LaPorte thanked Fire Chief Rosenfeld for his report.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1997

At 12:38 PM, Water Conservation Program Coordinator Nancy Larsen reported that the Town has disbursed 17 "wash wise" washing machine rebates so far, 32 rebates have been given out county-wide. The Soil Conservation Service contributed \$100 toward advertising the program.

Ms. Larsen reported on joint conservation efforts with OPALCO, plans for conservation education programs, developing water conserving landscape plant lists, and the potential for a tour of conservation example sites.

Mayor LaPorte and the Council discussed various water conservation issues with Ms. Larsen.

Mayor LaPorte thanked Ms. Larsen for her report.

At 12:45 PM, Permit Coordinator Warren Jones distributed and summarized the Planning Department activity report.

Mayor LaPorte and the Council discussed various planning issues with Mr. Jones.

Mayor LaPorte thanked Mr. Jones for his report.

At 12:50 PM, Building Official Jim Hodges reported on recent Building Department activities. He asked the Council to give further consideration to rebuilding/relocating the Thrift House on the property adjacent to the Wastewater Treatment Facility and the need to provide secure storage for the restored 1923 Cadillac fire engine.

Mayor LaPorte and the Council discussed various aspects of the issue with Mr. Hodges.

It was pointed out that ongoing maintenance of the Thrift House is not cost effective.

Administrator Fitch suggested that the Council may wish to amend the 1997 Budget to provide for a structure to store the antique fire engine and house the thrift operation.

Following discussion, the consensus of the Council was to proceed with Administrator Fitch's proposal.

Mr. Hodges noted that research for acquiring/building additional Town Hall office space is progressing.

At Councilmember Sheiman's inquiry, Mr. Hodges summarized the issues regarding traffic, parking, and sidewalk concerns on Reed Street. He advised that to meet access requirements the street may need to be designated as two-way with no on-street parking.

Administrator Fitch noted that the draft 1998 budget anticipates major sanitary sewer and stormwater projects in the area. Following same, the reconstructed sidewalks must be ADA compliant.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1997

Mayor LaPorte, the Council, and staff discussed various aspects of the issue, including pedestrian access to the Post Office, acquiring pedestrian access from Spring Street along the Browne Lumber property line to the Post Office, and projects planned for the area.

Mr. Hodges recommended that the Council enact 2 hour time limited parking on Second Street in the vicinity of the Courthouse.

Mayor LaPorte, the Council, and staff discussed the issue and the status of the KeyBank parking lot.

At 1:20 PM, Mayor LaPorte thanked Mr. Hodges for his report.

Administrator Fitch informed the Council that the revised draft of the Trout Lake Dam Feasibility Study would be available on 10/16/97.

Mayor LaPorte and the Council discussed various aspects of the issue.

Administrator Fitch distributed proposed revisions to the Business License Ordinance reflecting Council requested changes.

The Council reiterated interest in revisiting the Sign Ordinance.

Administrator Fitch noted that over 400 sign violations have been identified so far.

At 1:26 PM, Councilmember Boothman moved and Councilmember Sheiman seconded to approve payment of claims warrants #13770 through 13813 in the amount of \$50,301.32 and payroll warrants #5569 through 5636 in the amount of \$109,332.37. The motion passed unanimously.

Council concurred with the recommendation in Administrator Fitch's 10/02/97 memo to forward a claim for damages to the Town's insurance pool.

At 1:27 PM, Councilmember Sheiman moved and Councilmember Wilson seconded to adjourn. The motion passed unanimously.

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Wm. J. LaPorte, Mayor

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Steven Dubail, Town Clerk

**Town Council – October 2, 1997 @ 7:30 PM**

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1997

The Town Council met in regular session with Mayor LaPorte presiding.

Members present: Boothman, Sheiman, & Wilson

Others present: Town Administrator Fitch

At Mayor LaPorte's request, Councilmember Wilson led the meeting in the Pledge of Allegiance.

As a non-agenda item; Lew Dickinson, 850 Spring Street, expressed his opinion that the public should have more time to discuss the draft Comprehensive Plan and Development Regulations.

As a non-agenda item; Roger Bennett offered his comments on the draft Waterfront Intermodal Transportation Plan. He pointed out that there was no provision in the proposal for U.S. Customs.

At 7:43 PM, Mayor LaPorte opened the Council work session on the 1997 draft Waterfront Intermodal Transportation Plan.

Councilmember Wilson expressed reservations about a number of the proposals in the draft plan.

Councilmember Sheiman pointed out that the draft plan is the result of a Port/waterfront oriented study.

Mayor LaPorte stressed that the draft plan is intended solely as a conceptual plan.

Discussion followed on the intent, particulars, implementation, and implications of the plan.

Councilmember Boothman suggested that the draft plan be forwarded to the Planning Commission for their review and comments and to check for concurrency with the draft Comprehensive Plan and Development Regulations.

The potential substantial impacts of the plan, if implemented, was reiterated.

Councilmember Sheiman noted that the draft plan is intended as a conceptual plan and that the Town would be the permitting agency.

Councilmember Boothman spoke of previously identified options and alternatives not considered in the draft plan.

Discussion followed on various aspects of the issue, including; level of service, virtual queuing, unloading ferry vehicles before pedestrians, the potential for loss of service as turn-around times increase, expanding vessel sailings to off-hours, and that funding was not addressed in the plan.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1997

At Mayor LaPorte's inquiry, Administrator Fitch clarified that the process that resulted in the proposed draft plan was originally intended as a study. He pointed out that the draft document has been presented as a 5-year development plan with the intent that a 20-year conceptual plan also be adopted. Administrator Fitch noted that none of the participating agencies has yet made any preparation to appropriate their portion of the required funding.

Councilmember Wilson suggested that it may be wise to conduct tests before implementing some of the assumptions in the plan.

Mayor LaPorte and Councilmember Sheiman stressed that some plan of action should be agreed to so that agencies can initiate their funding processes.

San Juan County Planning Director Laura Arnold pointed out that the financial aspect of the draft plan is as "conceptual" as the rest of the plan. Under GMA, if the plan is adopted funding must be specified. A Memo of Understanding between the participating agencies may be more suitable than formal adoption.

Mayor LaPorte and the Council discussed various methods to move forward without committing to a single concept.

Administrator Fitch noted that the designs portrayed in some of the draft plan exhibits are in conflict with established regulations.

It was stressed that the draft plan and exhibits must be clearly identified as "conceptual only".

Administrator Fitch pointed out that there are viable alternatives to the proposals in the draft plan.

At Mayor LaPorte's inquiry, Ms. Arnold noted that the County has made provisions in their draft Comprehensive Plan that would allow for an alternative ferry terminal site.

Councilmember Sheiman mentioned the long lead time for establishing a ferry terminal at a different location.

Councilmember Boothman suggested that Ms. Arnold draft a memo of understanding for consideration by the Town, San Juan County, and the Port.

Mayor LaPorte volunteered to ask the BOCC to request Ms. Arnold to prepare same.

At 8:38 PM, Mayor LaPorte declared a short recess.

The meeting reconvened at 8:47 PM.

The Council reviewed a 10/02/97 memo from Tom and Linda Hemphill regarding the 1997 draft Waterfront Intermodal Transportation Plan.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1997

At 8:50 PM, Councilmember Wilson moved and Councilmember Boothman seconded to go into executive session for approximately 30 minutes to discuss potential property acquisition. The motion passed unanimously.

At 9:26 PM, Councilmember Boothman moved and Councilmember Sheiman seconded to return to regular session. The motion passed unanimously. No action was taken in executive session.

At 9:26 PM, Councilmember Sheiman moved and Councilmember Wilson seconded to adjourn. The motion passed unanimously.

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Wm. J. LaPorte, Mayor

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Steven Dubail, Town Clerk

### **Town Council – October 16, 1997 @ 12:00 PM**

The Town Council met in regular session with Mayor LaPorte presiding.

Members present: Boothman, Lackey, Robinson, Sheiman, & Wilson

Others present: Town Administrator Fitch & Treasurer Picinich

At Mayor LaPorte's request, Councilmember Sheiman led the meeting in the Pledge of Allegiance.

Councilmember Lackey moved and Councilmember Sheiman seconded to accept the minutes of the October 2, 1997 noon and 7:30 PM meetings as submitted. The motion passed unanimously.

Mayor LaPorte presented a Certificate of Appreciation to Marc Picinich in recognition of his community service to the Town.

Mayor LaPorte briefed the Council on the recently received Draft Committee Report on the combination of the Town of Friday Harbor Fire Department and San Juan Island Fire District #3. He asked the Council to consider taking action on same at their 1<sup>st</sup> meeting in November, following receipt of the Final Draft Report.

The Council requested that the issue be an agenda item for said meeting.

At 12:12 PM, Lowell Warren, KCM, Project Manager, gave a presentation on the recently completed Draft Trout Lake Dam Improvement Feasibility Study dated October 1997. Mr. Warren summarized the findings, conclusions, and alternatives set forth in the study.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1997

Brad Bogus, KCM, briefed the Council on reservoir recharge rates, the potential for drought ( the computer model projection is for 5 drought events within 20 years at the current dam height), and the method used to determine the most cost-effective dam height. The study recommends raising the dam 10 feet, if the dam raising option is selected, and continuing with data collection. Mr. Bogus noted the assumptions and limits of the computer model.

Mr. Warren and Mr. Bogus responded to various inquiries from the Council.

Don Bowes, Consulting Engineer, retained by KCM, stated that the lower portion of the existing dam may not be as strong as previously assumed due to old installation practices and materials. The DOE has classified the dam as a high-hazard dam. Mr. Bowes noted the potential for increased seismic loading on the dam, but expressed reservations as to the validity of the dam structural analysis conducted by DOE.

Mr. Bowes and Mr. Warren responded to various inquiries from the Council and staff. They recommended that serious consideration be given to constructing a new dam with roller compacted concrete (RCC) downstream of the existing site.

Mr. Warren outlined the estimated project costs for the various alternatives. He noted that the estimates do not include relocating the lake perimeter access road.

Mr. Warren, Mr. Bogus, and Mr. Bowes responded to specific inquiries from the Council.

The Council expressed interest in further review of installing an RCC dam.

The Council and staff discussed funding possibilities.

Mr. Bogus noted that the Water Comprehensive Plan Update anticipates a new/raised dam in place by 2002.

It was mentioned that the cost projections are in 1998 dollars.

San Juan County Commissioner Nielsen spoke of possible funding options.

At 1:25 PM, Mayor LaPorte thanked the consultants for their presentation.

Mr. Bowes thanked the Town Water Department crew for their assistance.

Mayor LaPorte advised the Council that he and Administrator Fitch are meeting with Senator Patty Murray on 10/17/97 at Town Hall.

The Council mentioned items of interest they wished conveyed to Senator Murray.

Councilmember Robinson moved and Councilmember Lackey seconded to authorize payment of claims warrants #13817 through 13889 in the amount of \$99,009.95. The motion passed unanimously.



## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1997

Treasurer Picinich distributed 1998 budget workbooks to Mayor LaPorte and the Council.

At 1:30 PM, Councilmember Sheiman moved and Councilmember Robinson seconded to adjourn. The motion passed unanimously.

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Wm. J. LaPorte, Mayor

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Steven Dubail, Town Clerk

### **Town Council – October 16, 1997 @ 7:30 PM**

The Town Council met in regular session with Mayor LaPorte presiding.

Members present: Boothman, Lackey, Robinson, Sheiman, & Wilson

Others present: Town Administrator Fitch & Attorney Eaton

At Mayor LaPorte's request, Councilmember Boothman led the meeting in the Pledge of Allegiance.

Planning Commission Chairman Jay Westphalen presented Mayor LaPorte and the Council with the revised Draft Comprehensive Plan and Development Regulations. He thanked the Town planning staff and planning consultant for their support during the plan development process.

Mayor LaPorte thanked the Planning Commission for their work over the last 5 years.

At 7:40 PM, Mayor LaPorte opened the Public Hearing for Replat Application #5 – Foxhall Subdivision, and instructed the meeting in the procedure that would be followed. Hearing no objection to his or any Councilmembers participation, Mayor LaPorte asked Permit Coordinator Warren Jones to present the staff report.

Mr. Jones summarized the staff report dated 10/08/97 and stated the staff recommendations.

The applicants indicated that they did not wish to make a statement at this time.

At 7:45 PM, Mayor LaPorte opened the hearing for public input. There were no comments forthcoming from the audience.

Attorney Eaton advised the Council that the issue before them was altering a plat, not the use or uses assumed to be intended for same.

The staff responded to various inquiries from the Council.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1997

At 7:50 PM, hearing no further public comment, Mayor LaPorte closed the public input portion of the hearing noting that the Council reserves the right to reopen the hearing for public input at a later time or date.

Mayor LaPorte opened the hearing for Council deliberation.

Councilmember Robinson moved and Councilmember Lackey seconded to accept the staff report and the recommendations of same. The motion passed unanimously.

Administrator Fitch explained to the applicants that Findings and Conclusions of Law will be drafted for Council consideration and approval.

At 7:53 PM, as there were no non-agenda items forthcoming, Mayor LaPorte asked Administrator Fitch to present his Administrator's Report.

Administrator Fitch noted receipt of a memo dated 10/06/97 from Island County Economic Development Council regarding an exploratory meeting scheduled for 10/23/97 at noon at the Friday Harbor Library to discuss the formation of a San Juan County Economic Development Advisory Council.

Administrator Fitch noted that the GMA plan adoption schedule needs to be revised. Council work session(s) need to be scheduled in preparation for the final public hearing before adoption.

The Council will hold a work session at their 11/06/97 evening meeting. Adoption of the Comprehensive Plan and Development Regulations is tentatively scheduled for 12/04/97.

Administrator Fitch noted receipt of a request conveyed by the Sheriff from the Elementary School administration that a bicycle use lane be delineated on Argyle Avenue from Grover Street to Web Street adjacent to the downhill vehicle traffic lane.

Administrator Fitch briefed the Council on the feasibility of the request.

Mayor LaPorte, the Council, and staff discussed the issue.

The Council approved the project.

At 8:00 PM, Mayor LaPorte opened the Public Hearing for Replat Application #4 – Village Grove Subdivision. Councilmember Wilson excused himself and left the room. He will not participate in the hearing as one of the applicants is a relative. Mayor LaPorte instructed the meeting in the procedure that would be followed. Hearing no objection to his or any Councilmembers participation, Mayor LaPorte asked Permit Coordinator Warren Jones to present the staff report.

Mr. Jones summarized the staff report dated 10/08/97 and stated the staff recommendations.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1997

Jeff Iverson, Iverson Surveying, agent for the applicants, informed the Council that he was present to respond to any questions.

At 8:05 PM, Mayor LaPorte opened the hearing for public input. There were no comments forthcoming from the audience.

Attorney Eaton advised the Council that the issue before them was altering a plat, not the use or uses assumed to be intended for same.

The Council and staff discussed various recommendations in the staff report.

At 8:10 PM, hearing no further public comment, Mayor LaPorte closed the public input portion of the hearing noting that the Council reserves the right to reopen the hearing for public input at a later time or date.

Mayor LaPorte opened the hearing for Council deliberation.

Councilmember Lackey moved and Councilmember Boothman seconded to accept the staff report and the recommendations of same. The motion passed unanimously.

Administrator Fitch explained to the applicants that Findings and Conclusions of Law will be drafted for Council consideration and approval.

Councilmember Wilson rejoined the meeting.

Mayor LaPorte inquired if anyone in the audience had a non-agenda item to present to the Council. There were none forthcoming.

Administrator Fitch reported that San Juan County issued a Draft Supplemental EIS for the revised Draft County Comprehensive Plan on 10/01/97. The Town received a copy of same on 10/14/97. The comment period for the Draft Supplemental EIS closes 10/30/97.

Town planning consultant Jim Slocomb briefed the Council on elements of the revised document that apply to the Town. Three of the four area of concern previously raised by the Town appear to have been addressed. Density in the Pear Point/Turn Point area is still in conflict with the Joint Planning Policies and the Draft Town Comprehensive Plan. Mr. Slocomb expressed the conclusion that reduction of density in the area was the only option consistent with GMA. He asked for direction from the Council.

Mayor LaPorte, the Council, and staff discussed the issue.

Mayor LaPorte suggested that Mr. Slocomb draft a comment letter to San Juan County for signature by the Mayor and Council expressing the above position.

Mayor LaPorte, the Council, and staff discussed various GMA planning issues.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1997

At 8:27 PM, Councilmember Robinson moved and Councilmember Lackey seconded to request that staff draft a letter to San Juan County conveying the Town's concerns regarding density in the Pear Point/Turn Point area. The motion passed unanimously.

Administrator Fitch reported receipt of the annual AWC Utility Rate Survey. The Town of Friday Harbor has the dubious distinction of having the highest water and sewer rates in the state, and the lowest per can refuse rate. The Town's stormwater rates are average.

Administrator Fitch reported receipt of the specifications and engineering drawings for the third filter at the Water Treatment Plant.

Administrator Fitch reported on various current and anticipated water treatment issues.

Administrator Fitch reported on proposed state legislation regarding taxes and utility participation in conservation programs.

Mayor LaPorte, the Council, and staff discussed same.

Administrator Fitch updated the Council on plans to enforce compliance with the Sign Ordinance. The plan has recently been presented to a meeting of the Chamber of Commerce. The Chamber of Commerce has endorsed same.

Mayor LaPorte, the Council, and staff discussed various sign enforcement issues.

At the Council's request, staff will send a notification letter to sign owners in violation of the sign ordinance prior to initiating enforcement action.

The Council and staff discussed a vehicle accident that occurred this morning at the Blair/Guard Street intersection.

At 8:57 PM, Councilmember Lackey moved and Councilmember Sheiman seconded to go into executive session to discuss potential litigation. The motion passed unanimously.

At 9:26 PM, Councilmember Sheiman moved and Councilmember Boothman seconded to return to regular session. The motion passed unanimously. No action was taken in executive session.

At 9:26 PM, Councilmember Sheiman moved and Councilmember Lackey seconded to adjourn. The motion passed unanimously.

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Wm. J. LaPorte, Mayor

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Steven Dubail, Town Clerk

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1997

### Town Council – November 6, 1997 @ 12:00 PM

The Town Council met in regular session with Mayor LaPorte presiding.

Members present: Boothman, Lackey, Robinson, & Sheiman

Others present: Town Administrator Fitch & Treasurer Picinich

At Mayor LaPorte's request, Councilmember Lackey led the meeting in the Pledge of Allegiance.

Councilmember Lackey moved and Councilmember Sheiman seconded to approve the minutes of the 10/16/97 noon and 7:30 PM meetings as amended. The motion passed unanimously.

Mayor LaPorte mentioned that the first Friday Harbor High School football playoff game since 1986 would commence at the High School field at 1:00 PM.

Mayor LaPorte informed the Council that Frank Burns of the Water Department had earned a Certificate of Competency as a Cross-connection Control Specialist I.

Mayor LaPorte introduced John Hitt, Island District Economic Development Council (IDEDC).

Mr. Hitt noted that San Juan County has contracted with the IDEDC. Mr. Hitt explained the objectives, goals, and functions of the IDEDC. A toll free phone number (1-888-506-7999) has been established for contacting the IDEDC. A local EDC pilot meeting will be held 01/29/97 at 11:30 AM.

Mayor LaPorte thanked Mr. Hitt for his presentation.

At 12:17 PM, Sheriff Cumming distributed information regarding the potential for additional revenue for law enforcement purposes that could be derived from gambling tax sources. Sheriff Cumming summarized recent activity by his department.

Mayor LaPorte thanked Sheriff Cumming for his report.

At 12:25 PM, Fire Chief Rosenfeld reported that his department responded to 7 incidents in October. The Fire Department is at full strength with 24 active fire fighters. The Chief summarized additional activity in, and the status of, his department.

Mayor LaPorte thanked Chief Rosenfeld for his report.

Maintenance Supervisor Reitan reported on water production, rainfall, the current reservoir level (39"), Water Department projects, Sewer Department projects, and his analysis of recent bids to provide a hydraulic hammer. Mr. Reitan reported that the other department are functioning well.

At Administrator Fitch's suggestion, Maintenance Supervisor Reitan explained to the Council two recent incidents during the water main replacement project on Blair Street in which the Town crew damaged underground electrical service lines to a business in

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1997

the area. Maintenance Supervisor Reitan stated the incidents resulted from equipment operator error. The business has submitted a claim to the Town for damage to their office computers and other electrical office equipment. Maintenance Supervisor Reitan stated that this type of incident would not be repeated.

Mayor LaPorte thanked Mr. Reitan for his report.

The Council concurred with the recommendation in Administrator Fitch's 11/04/97 memo regarding disposition of the claim for damages.

At 12:34 PM, Permit Coordinator Jones distributed and summarized the Planning Department Activity Report and responded to various inquiries from the Council.

Mayor LaPorte, the Council, and staff discussed sign enforcement issues.

Mayor LaPorte thanked Mr. Jones for his report.

At 12:44 PM, Building Official Hodges summarized the previously distributed Building Department Activity Report.

Mr. Hodges responded to various inquiries from the Council and staff.

Mayor LaPorte thanked Mr. Hodges for a report.

Councilmember Lackey moved and Councilmember Robinson seconded to approve claims warrants #13892 through 13961 in the amount of \$95,362.46 and payroll warrants #5638 through 5676 in the amount of \$103,613.28. The motion passed unanimously.

At 12:46 PM, Councilmember Boothman moved and Councilmember Sheiman seconded to adjourn. The motion passed unanimously.

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Wm. J. LaPorte, Mayor

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Steven Dubail, Town Clerk

### **Town Council – November 6, 1997 @ 7:30 PM**

The Town Council met in regular session with Mayor LaPorte presiding.

Members present: Boothman, Lackey, Robinson, Sheiman, & Wilson

Others present: Town Administrator Fitch, Attorney Eaton, and Treasurer Picinich

At Mayor LaPorte's request, Councilmember Robinson led the meeting in the Pledge of Allegiance.

## **MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1997**

Mayor LaPorte presented the draft Findings of Fact and Conclusions of Law regarding altering Foxhall Subdivision (Replat Application #5).

Councilmember Lackey moved and Councilmember Robinson seconded to adopt the Findings of Fact and Conclusions of Law for Replat Application #5. The motion passed unanimously.

Mayor LaPorte introduced draft ordinance #1037, an ordinance approving the application for altering the Preliminary Plat known as Foxhall and repealing Ordinance #831 in its entirety.

Councilmember Robinson moved and Councilmember Lackey seconded to adopt Ordinance #1037. Following discussion, the motion passed unanimously.

Mayor LaPorte introduced draft ordinance #1039, an ordinance accepting the Final Replat of the Foxhall Subdivision – Phase I to the Town of Friday Harbor and repealing Ordinance #933 in its entirety.

Councilmember Boothman moved and Councilmember Lackey seconded to adopt Ordinance #1039. The motion passed unanimously.

Mayor LaPorte presented the draft Findings of Fact and Conclusions of Law regarding altering Village Grove Subdivision (Replat Application #4).

Councilmember Sheiman moved and Councilmember Lackey seconded to adopt the Findings of Fact and Conclusions of Law for Replat Application #4. The motion passed unanimously.

Mayor LaPorte introduced draft ordinance #1040, an ordinance approving the application for altering the Preliminary Plat known as Village Grove and repealing Ordinance #830 in its entirety.

Councilmember Lackey moved and Councilmember Robinson seconded to adopt Ordinance #1040. The motion passed unanimously.

Mayor LaPorte introduced draft ordinance #1038, an ordinance adopting by reference a Stormwater Technical Manual for controlling surface water runoff, for first reading.

Administrator Fitch explained the particulars of same. Enforcement of the regulations will initially be the responsibility of the Building Department.

The Council and staff discussed various aspects of stormwater management, including education, enforcement, and public notification.

At 7:57 PM, Treasurer Picinich joined the meeting.

At 8:00 PM, Councilmember Wilson joined the meeting.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1997

Discussion continued on the proposed Stormwater Technical Manual.

Draft ordinance #1038 will be give a second reading at the 11/20/97.

Draft ordinance #1041, fixing and levying Ad Valorem taxes for 1998, will be considered following a hearing on revenue resources on 11/20/97.

Mayor LaPorte, the Council, and staff discussed a 10/28/97 letter from the San Juan County Assessor regarding a planned property tax shift by the San Juan County Board of Commissioners that will only raise taxes in Town. It was suggested that the compensation paid the Sheriff by the Town be reduced by a commensurate amount. The Council would like the quarterly joint meeting with the BOCC rescheduled to a date prior to enactment of the tax shift by the County for discussion of same.

At 8:12 PM, Mayor LaPorte, the Council, and staff, including Fire Chief Rosenfeld, discussed how to proceed with developing a fire department interlocal agreement.

Councilmember Boothman and Fire Chief Rosenfeld will serve on an committee to prepare a draft agreement document for Council consideration.

At 8:21 PM, Mayor LaPorte declared a short recess.

The meeting reconvened at 8:28 PM.

Mayor LaPorte opened a Council work session on the draft GMA Comprehensive Plan and Development Regulations.

Councilmember Sheiman suggested that the topic be rescheduled to a 2 hour work session. Councilmember Robinson concurred.

The Council will schedule said work session for 11/13/97 at 7:30 PM.

At 8:33 PM, Mayor LaPorte opened the Council work session on the proposed 1998 Town budget.

Treasurer Picinich summarized the salient points of the proposed budget and responded to various inquiries and suggestions from Mayor LaPorte and the Council.

Administrator Fitch provided additional clarification on various items.

At 9:14 PM, Mayor LaPorte, the Council, and staff discussed the advisability of installing parking meters on Spring Street. Administrator Fitch pointed out the necessity of 12' wide sidewalks to utilize parking meters with diagonal parking.

The Council and staff discussed utility rates and right-to-connect fees, growth rates, the need for a new dam, and other planned improvements.



## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1997

At Administrator Fitch's inquiry, the Council requested that increasing the right-to-connect fees be considered at a future meeting.

At 9:29 PM, Mayor LaPorte introduced draft resolution #1087, a resolution designating the Mayor as the Town's agent for application of FEMA grant monies.

Councilmember Lackey moved and Councilmember Sheiman seconded to adopt Resolution #1087. The motion passed unanimously.

Mayor LaPorte complimented the staff on the results of the recent audit by the State.

At 9:34 PM, Councilmember Lackey moved and Councilmember Boothman seconded to adjourn and continue the meeting to 11/13/97 at 7:30 PM for a work session. The motion passed unanimously.

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Wm. J. LaPorte, Mayor

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Steven Dubail, Town Clerk

### **Town Council – November 13, 1997 @ 7:30 PM**

The Town Council met in regular session.

Members present: Boothman, Lackey, Robinson, Sheiman, & Wilson

Others present: Town Administrator Fitch & Attorney Eaton

Town Clerk Dubail informed the Council that Mayor LaPorte would not be attending the meeting due to a conflicting commitment.

Councilmember Wilson moved and Councilmember Lackey seconded to appoint Councilmember Boothman Mayor Pro tem. The motion passed unanimously.

Mayor Pro tem Boothman led the meeting in the Pledge of Allegiance.

Mayor Pro tem Boothman opened the work session regarding the Planning Commission's 10/09/97 recommended changes to the Draft Comprehensive Plan, Draft Land Use Regulations, and Draft Zoning Designation Map.

Planning consultant Jim Slocomb summarized, and the Council considered and took action on, each of the recommended changes as follows:

Delete policy LUD-1 limiting allowable uses within individual districts. The Council concurred with the recommendation.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1997

Delete policy LUD-13 regarding method of calculating building heights. The Council concurred with the recommendation.

Delete policies RES-5 and PFS-5 regarding redevelopment. The Council concurred with the recommendation.

Delete policies PFS-7, COM-9, and IND-14 regarding tax exempt land. The Council concurred with the recommendation. The subject will be a future project for the Planning Commission.

Delete policy COM-4 regarding design of commercial development. The Council concurred with the recommendation.

Delete policy COM-7 regarding redevelopment. The Council concurred with the recommendation.

Delete policy ENV-22 regarding capital improvements in the UGA. The Council concurred with the recommendation.

Combine C-1 and C-2 zones keeping all conditional uses as conditional uses and keeping all permitted uses (delete LUD-6 and COM-3). The Council concurred with the recommendation.

Modify policy PFS-3 to remove the word "design". The Council concurred with the recommendation.

Modify policy HCR-9 to eliminate certified status while maintaining a relationship with the state. The Council concurred with the recommendation.

The Council approved the recommended regulatory languages changes regarding combining the proposed C-1 and C-2 zones.

At 8:33 PM, following discussion, the Council approved the recommended changes to the Draft Zoning Designation Map dated 10/09/97.

At 8:35 PM, Mayor Pro tem Boothman declared a short recess.

The meeting reconvened at 8:42 PM.

The Council reviewed and discussed a memo and attachment from Councilmember Boothman received 11/13/97 regarding his suggestions for accommodating non-conforming uses.

The consensus of the Council was to adopt the proposal. Councilmember Robinson dissenting. Staff will implement the proposal in the Draft Comprehensive Plan and Development Regulations.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1997

At 9:17 PM, Councilmember Robinson reiterated his concerns regarding potential impacts on residential zones by light industrial (IND) uses. He indicated that approximately 22 residential parcels may be impacted. Councilmember Robinson suggested that when IND zoned land is adjacent to single family residential (SFR) or multi-family residential (MFR) zoned land that IND uses be allowed as conditional uses. Additionally he asked that draft regulation Subsections 17.52.020(C) and 17.56.020(C) – Light Manufacturing specify indoor only and that 17.56.020(D) – Automobile sales, service and repair and 17.56.020(H) - Outdoor storage and repair of vehicles, equipment and materials, be made conditional uses.

The Council and staff discussed the issues raised by Councilmember Robinson.

At 9:30 PM, Councilmember Sheiman moved and Councilmember Lackey seconded to continue the meeting for 15 minutes. The motion passed unanimously.

Discussion continued on the proposed permitted and conditional light industrial and light manufacturing uses.

At 9:41 PM, Councilmember Robinson moved and Councilmember Lackey seconded an amended motion that Subsection 17.56.020(H) would read "Outdoor storage." The motion carried with Councilmembers Robinson, Sheiman, and Boothman in the affirmative, Councilmembers Lackey and Wilson opposed.

Councilmember Robinson moved to reword Subsection 17.56.020(D) to read "Automobile sales." The motion died for lack of a second.

At 9:46 PM, Councilmember Sheiman moved and Councilmember Lackey seconded to continue the meeting for 10 minutes. The motion passed with Councilmember Wilson opposed.

Councilmember Robinson moved and Councilmember Sheiman seconded to reword Section 17.56.010 to end at the phrase "... and industrial facilities."

Following discussion, the motion failed with Councilmember Robinson in the affirmative, all others opposed.

Councilmember Robinson moved to delete policies IND 8 and IND 12 from the Draft Comprehensive Plan. The motion died for lack of a second.

At 9:53 PM, Councilmember Robinson moved and Councilmember Lackey seconded to adjourn. The motion passed unanimously.

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Gary G. Boothman, Mayor Pro tem

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Steven Dubail, Town Clerk

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1997

### Town Council – November 20, 1997 @ 12:00 PM

The Town Council met in regular session with Mayor LaPorte presiding.

Members present: Boothman, Lackey, Robinson, Sheiman, & Wilson

Others present: Town Administrator Fitch & Treasurer Picinich

At Mayor LaPorte's request, Councilmember Sheiman led the meeting in the Pledge of Allegiance.

Councilmember Boothman moved and Councilmember Lackey seconded to approve the minutes of the 11/06/97 noon and 7:30 PM and the 11/13/97 7:30 PM Council meetings as amended. The motion passed unanimously.

Mayor LaPorte opened the public hearing on 1998 revenue resources.

The Council heard a presentation by Treasurer Picinich on Town revenue sources. Ms. Picinich responded to various inquiries from Mayor LaPorte, the Council, and staff.

Mayor LaPorte thanked Treasurer Picinich for her presentation.

Administrator Fitch distributed a draft revised fee schedule for services, publications, and applications and explained the particulars of same.

At Mayor LaPorte's inquiry, there was no comment from the audience.

Administrator Fitch noted a projected deficit in the parking enforcement program.

The Council and staff discussed various aspects of the program, including revising the bail schedule.

Councilmember Lackey suggested the Council consider raising the base ticket fee to \$15.00. Councilmember Wilson concurred.

Town Marshal Hodges offered his perspective on parking fines.

At 12:35 PM, hearing no further comment, Mayor LaPorte closed the public hearing.

The Council heard a presentation by Aqua Save Systems regarding their toilet retro-fit program.

Dennis Walker introduced his associate, Sam Scimeca, and briefed the Council as to the services available from his company.

Paul DeBoo, Sales and Promotions Manager, Flushmate Division, Sloan Valve Company, outlined the development history and function of pressure-flush assisted toilets. Mr.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1997

DeBoo provided a functional comparison of pressure-flush assisted toilets and gravity fed toilets.

Mr. DeBoo responded to various inquiries from the Council; including flush noise, life cycle, maintenance, a minimum 20 pound required water pressure, regional installations, design options, warranty, technical support, and target customer classes.

Mayor LaPorte thanked Mr. Walker and Mr. DeBoo for their presentation.

At 1:10 PM, Mayor LaPorte asked if there were any non-agenda items that the Council wished to present.

Councilmember Boothman noted that, in regard to the proposed property tax shift to the Town, the County's budget hearing is scheduled for 11/25/97, prior to the scheduled 12/03/97 joint Council/BOCC meeting. Councilmember Boothman suggested that a letter be drafted to the BOCC expressing the Town's position on the proposed tax shift.

Mayor LaPorte, the Council, and staff discussed the issue.

Councilmember Lackey reiterated that the Council has the option to reduce compensation paid to the County for law enforcement services by an amount commensurate to the tax shift.

Councilmember Boothman pointed out that, ultimately, it was the tax payers of Friday Harbor that are impacted.

Discussion continued on the lack of notice from the County on the issue.

The Council requested that the staff draft a letter to the BOCC expressing "extreme concern" and "opposition" to the proposed tax shift and requesting that same be deferred until joint discussions can be concluded.

Administrator Fitch informed the Council of the lack of funding by the County for Emergency Management Services. The Council asked that Administrator Fitch testify on the issue at the BOCC's budget hearing.

Administrator Fitch distributed draft FHMC Section 17.58 – Nonconforming Uses to the Council.

Councilmember Lackey moved and Councilmember Sheiman seconded to approve payment of claims warrants #13963 through 14008 and #913982 in the amount of \$58,354.07. The motion passed unanimously.

At 1:28 PM, Councilmember Robinson moved and Councilmember Lackey seconded to adjourn. The motion passed unanimously.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1997

Wm. J. LaPorte, Mayor

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Steven Dubail, Town Clerk

### **Town Council – November 20, 1997 @ 7:30 PM**

The Town Council met in regular session.

Members present: Boothman, Lackey, & Robinson

Others present: Town Administrator Fitch, Attorney Eaton, & Treasurer Picinich

Town Clerk Dubail informed the meeting that Mayor LaPorte and Councilmembers Sheiman and Wilson would not be attending the meeting due to conflicting commitments.

Councilmember Boothman moved and Councilmember Lackey seconded to appoint Councilmember Robinson Mayor Pro tem. The motion passed unanimously.

Mayor Pro tem Robinson led the meeting in the Pledge of Allegiance.

Mayor Pro tem Robinson opened the Council work session on the draft GMA Comprehensive Plan and Development Regulations.

The Council and staff discussed the new draft nonconforming lots, uses, and structure regulations. Language directing that the Council shall condition a nonconforming use to minimize the impact on adjacent residential uses will be added to the draft regulations.

Following discussion, the Council approved the draft nonconforming lots, uses, and structure regulations as revised.

Planning consultant Jim Slocomb explained the proposed revisions to FHMC Section 17.04.030(B) – General Provisions-Applicability.

Following discussion, the Council approved same.

Administrator Fitch pointed out proposed revisions to FHMC Section 17.44 – Shoreline Public Accommodation Zone, 17.52 – Light Industrial Zone, and 17.64 – Off-street Parking Requirements.

Following discussion, the Council approved same.

The Council and staff discussed the advisability of allowing subletting of required parking associated with a development.

The Council approved the draft Comprehensive Plan and Development Regulations, as revised, for presentation at the upcoming public hearing.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1997

At 8:19 PM, Mayor Pro tem Robinson opened the public hearing for the draft 1988 Town Budget.

San Juan County District #1 Commissioner Darcie Nielsen briefly explained the status of the proposed tax shift to Town tax payers and expressed her concern.

The Council and staff reminded Commissioner Nielsen that Town residents already pay, in some instances twice, for County services.

Administrator Fitch distributed a draft memo regarding the Town response to the proposed tax shift. The Council approved same.

The Council complimented Treasurer Picinich on the format of the draft Town Budget.

At 8:30 PM, hearing no further input, Mayor Pro tem Robinson closed the public hearing.

Mayor Pro tem Robinson presented draft ordinance #1038, adopting a Stormwater Technical Manual, for second reading.

The Council requested various revisions to the draft ordinance.

Following discussion, Councilmember Lackey moved and Councilmember Boothman seconded to adopt Ordinance #1038, as revised, with a January 1, 1998 effective date. The motion passed unanimously.

Mayor Pro tem Robinson introduced draft resolution #1091, a resolution increasing the Town's tax levy for 1998.

Councilmember Boothman moved and Councilmember Lackey seconded to adopt Resolution #1091. Following discussion, the motion passed unanimously.

Mayor Pro tem Robinson introduced draft ordinance #1041, fixing and levying Ad Valorem taxes for 1998.

Councilmember Boothman moved and Councilmember Lackey seconded to adopt Ordinance #1041. Following discussion, the motion passed unanimously.

Mayor Pro tem Robinson introduced draft resolution #1089, authorizing the Mayor to execute an agreement with San Juan County for law enforcement services for 1998.

Councilmember Boothman moved and Councilmember Lackey seconded to adopt Resolution #1089. Following discussion, the motion passed unanimously.

At 8:40 PM, Mayor Pro tem Robinson declared a short recess.

The meeting reconvened at 8:49 PM.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1997

The Council and staff reviewed and discussed the draft revised fee schedule for services, publications, and applications. Same to take effect January 1, 1997. The Council approved same.

Administrator Fitch reported the status of the acquisition of the Hillview Terrace Water System. The ordinance to acquire same will be a 12/04/97 agenda item.

Administrator Fitch asked the Council for direction on parking fees.

Councilmembers Lackey and Robinson reiterated the policy that the parking enforcement program would be self supporting. Following discussion the Council approved raising the base overtime parking fee to \$15.00.

Administrator Fitch reported that the maintenance for the portable restrooms was averaging \$3,000.00 per month and asked the Council for direction as to how to proceed.

The Council requested that the restrooms be removed the first week of December and reinstalled in March.

The Council and staff discussed acquiring a surplus portable restroom from the Port.

The Council approved the acquisition of same.

Administrator Fitch reported the status of the Blair Street project. A contractor for OPALCO is currently working in the right-of-way. He asked the Council if they wished to entertain claims for loss of business in the area.

Attorney Eaton cautioned about setting a precedent. He noted that the courts have been very clear that a municipality has no obligation to reimburse for alleged loss of business resulting from legitimate municipal projects.

The Council and staff discussed various aspects of the issue. The Council will give further consideration to the issue at such time as a claim is submitted.

Administrator Fitch asked the Council if they wished to hear a presentation from representatives of United Way regarding establishing an employee payroll donation program. The Council declined.

Treasurer Picinich informed the Council that the draft Town Investment Policy has been approved for certification.

At 9:20 PM, Councilmember Lackey moved and Councilmember Boothman seconded to adjourn. The motion passed unanimously.

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Richard S. Robinson, Mayor Pro tem



## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1997

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Steven Dubail, Town Clerk

### **Town Council – December 3, 1997 @ 1:30 PM**

The Town Council/San Juan County Board of Commissioners quarterly meeting was cancelled by Mayor LaPorte due to an anticipated lacked of a quorum.

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Kelle' Wilson, Clerk Pro tem

### **Town Council – December 4, 1997 @ 12:00 PM**

The Town Council met in regular session with Mayor LaPorte presiding.

Members present: Boothman, Lackey, Robinson, Sheiman, & Wilson

Others present: Town Administrator Fitch & Treasurer Picinich

At Mayor LaPorte's request, Councilmember Lackey led the meeting in the Pledge of Allegiance.

Councilmember Lackey moved and Councilmember Sheiman seconded to accept the minutes of the 11/20/97 noon and 7:30 PM meetings as submitted. The motion passed unanimously.

Mayor LaPorte informed the Council that Bob Low, Water Department, had earned a Certificate of Completion for a Chlorination System Maintenance course.

Mayor LaPorte informed the Council of receipt of a letter from Tom Hemphill resigning from Planning Commission position #7. Mayor LaPorte nominated Linda Hemphill to fill the unexpired portion of the term for position #7.

Councilmember Sheiman moved and Councilmember Lackey seconded to approve the appointment of Ms. Hemphill to the Planning Commission. The motion passed unanimously.

At 12:02 PM, Mayor LaPorte opened the public hearing on the Final Draft Comprehensive Plan, Development Regulations, and Zoning Designation Map and instructed the meeting in the procedure that would be followed.

Planning Consultant Jim Slocomb noted that the public hearing scheduled for this evening was the last scheduled hearing.

Mayor LaPorte opened the hearing for public comment.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1997

Administrator Fitch read a 11/21/97 letter from John A. McWilliams regarding the zoning and use of tax parcel #351154005 into the record.

There were no comments forthcoming from the audience.

The staff responded to various inquiries from the Council.

At 12:20 PM, Mayor LaPorte closed the public hearing, noting that the Council reserves the right to reopen the hearing at a later time or date.

Mayor LaPorte asked Sheriff Cumming to present his report.

Sheriff Cumming thanked Mayor LaPorte and the Council for their courtesy and professionalism during the preceding year. Sheriff Cumming addressed the Council regarding the need for emergency management planning. A temporary ¼ time coordinator position has been funded for 1998. Undersheriff Larry Talbott has been appointed as San Juan County Department of Emergency Management Director.

Undersheriff Talbott summarized his training and experience in emergency management and gave a brief overview of anticipated 1998 personnel time requirements and planning activities.

Mayor LaPorte thanked Sheriff Cumming and Undersheriff Talbott for their reports.

At 12:18 PM, Fire Chief Rosenfeld reported that his department responded the 12 minor calls in December, the Cadillac fire engine is in temporary storage, maintenance and minor alterations to the fire boat, training activities, personnel levels, and status of equipment acquisition. Chief Rosenfeld summarized the progress on development of an interlocal agreement with Fire District #3 and the funding control under same. He asked the Council to consider funding for a relief Fire Chief position.

Councilmember Boothman and Chief Rosenfeld explained the need to fund for a backup for the Fire Chief.

Mayor LaPorte, the Council, and staff discussed various Fire Department issues.

Mayor LaPorte thanked Chief Rosenfeld for his report.

Administrator Fitch reported the status of the Blair Avenue street reconstruction project.

Water Conservation Program Coordinator Nancy Larsen distributed and summarized the Water Conservation Program Status Report for November and outlined planned projects.

The Council and staff discussed various water conservation issues.

Mayor LaPorte thanked Ms. Larsen for her report.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1997

Building Official Jim Hodges summarized the previously distributed Building Department Report.

The Council and staff discussed various Building Department issues.

Mayor LaPorte thanked Mr. Hodges for his report.

At 12:52 PM, Permit Coordinator Warren Jones distributed and summarized the Planning Department Activity Report for November. He noted the generally positive response to the previously sent sign enforcement letter.

The Council and staff discussed various Planning Department issues.

Mayor LaPorte thanked Mr. Jones for his report.

Maintenance Supervisor Reitan reported that Trout Lake Reservoir is 35" below the spillway. It was 53 ¼" below the spillway last year at this time. The Water Department is functioning well. Mr. Reitan hopes to start paving Blair Avenue on Friday morning. The Street Department is preparing for winter. The Sewer Department is functioning well. Mr. Reitan reported on maintenance issues in the various departments.

The Council discussed various maintenance items with Maintenance Supervisor Reitan.

Mayor LaPorte thanked Maintenance Supervisor Reitan for his report.

At 1:03 PM, Councilmember Lackey moved and Councilmember Robinson seconded to approve payment of claims warrants #14011 through 14064 in the amount of \$62,927.03 and payroll warrants #5718 through 5678 in the amount of \$93,001.90. The motion passed unanimously.

At 1:04 PM, at Mayor LaPorte's inquiry, Councilmember Robinson moved and Councilmember Lackey seconded to request that staff draft a resolution expressing support of the proposed Warner Brothers film project on San Juan Island. The motion passed unanimously.

Councilmember Sheiman informed the Council that she would not be attending the evening meeting as she would be meeting with the Governor in Olympia this afternoon. Councilmember Sheiman inquired if there were any issues the Council would like her to convey to the Governor.

Councilmember Boothman requested that she inquire about transportation infrastructure funding.

At 1:06 PM, Councilmember Lackey moved and Councilmember Sheiman seconded to adjourn. The motion passed unanimously.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1997

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Wm. J. LaPorte, Mayor

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Steven Dubail, Town Clerk

### **Town Council – December 4, 1997 @ 7:30 PM**

The Town Council met in regular session with Mayor LaPorte presiding.

Members present: Boothman, Lackey, Robinson, & Wilson

Others present: Town Administrator Fitch, Attorney Eaton, & Treasurer Picinich

Councilmember Sheiman had previously informed the Council of her planned absence.

At Mayor LaPorte's request, Councilmember Robinson led the meeting in the Pledge of Allegiance.

Mayor LaPorte introduced draft resolution #1088, a resolution authorizing the Mayor to accept a transfer of ownership of the domestic water storage and distribution system serving Hillview Terrace Subdivisions.

Following discussion, Councilmember Lackey moved and Councilmember Robinson seconded to adopt Resolution #1088. The motion passed with Councilmember Wilson opposed, all others in favor.

Mayor LaPorte introduced draft resolution #1090, a resolution authorizing the Mayor to accept a proposal from Smith Tractor and Equipment Company, Inc. to provide a hydraulic hammer.

Following review of the bid recommendation and equipment specifications, Councilmember Boothman moved and Councilmember Robinson seconded to adopt Resolution #1090. The motion passed unanimously.

Mayor LaPorte introduced draft ordinance #1042, an ordinance amending Ordinance #914 and Friday Harbor Municipal Code Chapter 13.30 concerning stormwater monthly service charges and repealing Ordinance #993 in its entirety.

Administrator Fitch explained the particulars of same.

Following discussion, Councilmember Robinson moved and Councilmember Boothman seconded to adopt Ordinance #1042. The motion passed unanimously.

At 7:42 PM, Mayor LaPorte introduced draft resolution #1092, a resolution authorizing the increase in the mileage allowance for the use of private automobiles for Town business by Town employees and authorizing reimbursement of other reasonable

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1997

expenses incurred by Town employees in the exercise of their duties and the course of their employment.

Administrator Fitch explained the particulars of same.

Councilmember Lackey moved and Councilmember Robinson seconded to adopt Resolution #1092. Following discussion, the motion passed unanimously.

At 7:46 PM, the Council reviewed draft resolution #1093, a resolution by the Council of the Town of Friday Harbor expressing support for Warner Brothers Studios filming the movie "Practical Magic" in San Juan County.

Councilmember Robinson moved and Councilmember Lackey seconded to adopt Resolution #1093. Following discussion, the motion passed unanimously.

Administrator Fitch presented and explained the particulars of draft resolution #1094, a resolution setting the Town's property tax levy for 1998.

Councilmember Robinson moved and Councilmember Lackey seconded to adopt Resolution #1094. The motion passed unanimously.

At 7:52 PM, Mayor LaPorte, the Council, and staff discussed continuing the meeting to 12/11/97 at 7:30 PM for a work session on parliamentary procedure.

Administrator Fitch informed the Council that the Town had been served with notice of a lawsuit against the Town regarding the request for out-of-Town water service by Otis Harlon.

At 7:57 PM, Mayor LaPorte declared a recess.

The meeting reconvened at 8:18 PM.

Councilmember Boothman explained the need for "relief for the Chief" funding to provide for personnel to relieve the Fire Chief from his current 24 hour/7 day on-call status.

Mayor LaPorte, the Council, and staff discussed same. The Council will continue consideration of the issue at a future meeting.

At 8:32 PM, Mayor LaPorte opened the Public Hearing regarding the Final Draft Comprehensive Plan, Development Regulations, and Zoning Designation Map and instructed the meeting in the procedure that would be followed.

Jim Slocumb, Planning Consultant, summarized the Comprehensive Plan, Development Regulations, and Zoning Designation Map formulation process.

Mayor LaPorte opened the hearing for public comment.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1997

Mrs. Susan Brennan, 690 Larson Street, expressed opposition to the potential for allowing an expanded non-conforming use on the Luxel property. She felt that same would significantly lower the value of her property.

Forbes Powell, Luxel Corporation, owner of the Luxel Property, 515 Tucker Avenue, expressed appreciation for the consideration the Council had given his situation and stated that he will personally do his best to mitigate any effects of the expansion of his operations.

Mr. Powell responded to inquiries from the Council as to the possible future disposition of his property.

Penny Dunn, 102 Cedar Street, expressed appreciation for the responsiveness of the Council to her previously expressed concerns.

Administrator Fitch read a 12/04/97 letter from Jeff Meyer withdrawing his support for expanded use of the Luxel property.

Attorney Eaton reminded the hearing that the draft development regulations do not grant Luxel a rezone, only provide a procedure.

At 8:45 PM, Mayor LaPorte, hearing no further public comment, closed the public input portion of the hearing and thanked all for attending.

Mayor LaPorte thanked the Council and staff for their responsiveness to previous public input.

Mayor LaPorte opened the hearing for Council deliberations.

The Councilmembers commented on the philosophy of the GMA comprehensive plan and development regulation development process.

Mayor LaPorte thanked Councilmember Robinson for the time and effort he has put in on behalf of the citizens of the Town of Friday Harbor.

At 8:52 PM, Councilmember Lackey moved and Councilmember Robinson seconded to adjourn and continue the meeting to 12/11/97 @ 7:30 PM for a training session. The motion passed unanimously.

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Wm. J. LaPorte, Mayor

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Steven Dubail, Town Clerk

**Town Council – December 11, 1997 @ 7:30 PM**

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1997

The Town Council met in continued regular session, Mayor LaPorte presiding, for a work session on parliamentary procedure.

Members present: Boothman, Lackey, Sheiman, & Wilson  
Others present: Town Administrator Fitch & Attorney Eaton

Also present were Councilmembers-elect Dickinson and King, members of the Planning Commission and staff.

At Mayor LaPorte's request, Permit Coordinator Warren Jones led the meeting in the Pledge of Allegiance.

Mayor LaPorte introduced Frank Geltner, director of the San Juan Island Community Theater and professional parliamentarian.

Mr. Geltner distributed copies of the Newly Revised Roberts Rules of Order, 1990, 9<sup>th</sup> Edition and introduced the meeting to the organization of same. He distributed a chart regarding basic information on motions and led the meeting through the ranking, structure, characteristics, and application of motions. Mr. Geltner gave an overview of the various functions of Roberts Rules of Order.

The meeting discussed various items presented with Mr. Geltner.

Mayor LaPorte thanked Mr. Geltner for his presentation.

At 9:34 PM, Councilmember Sheiman moved and Councilmember Lackey seconded to adjourn. The motion passed unanimously.

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Wm. J. LaPorte, Mayor

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Steven Dubail, Town Clerk

### **Town Council – December 18, 1997 @ 12:00 PM**

The Town Council met in regular session with Mayor LaPorte presiding.

Members present: Boothman, Lackey, Sheiman, & Wilson  
Others present: Town Administrator Fitch & Treasurer Picinich

At Mayor LaPorte's request, Administrator Fitch led the meeting in the Pledge of Allegiance.

Councilmember Lackey moved and Councilmember Sheiman seconded to approve the minutes of the 12/03/97 1:30 PM, 12/04/97 12:00 PM and 7:30 PM, and 12/11/97 7:30 PM meetings as amended. The motion passed unanimously.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1997

Mayor LaPorte opened the public hearing to amend the 1997 Town Budget.

Treasurer Picinich briefly outlined the major proposed changes.

Administrator Fitch noted that amending the budget will be accomplished by adoption this evening of Ordinance #1043.

Mayor LaPorte and the Council discussed various budget items with the staff.

Mayor LaPorte opened the hearing for public comment. There was none forthcoming.

Mayor LaPorte closed the public hearing.

The Council and staff discussed the timing of adopting Ordinance #1050 which adopts the Comprehensive Plan, Land Use Regulations, and Zoning Map, and the procedure to follow if the Land Use Regulations are to be reconsidered. The desirability of providing adequate opportunity for public comment was emphasized.

At 12:16 PM, Councilmember Wilson joined the meeting.

Administrator Fitch note that the Council can revise the Land Use Regulations after they are adopted.

Discussion continued on revision of the Land Use Regulations, including the portion regarding expanded conditional uses. The numerous opportunities for the public to comment on the draft regulations prior to adoption were noted.

Following discussion, the Council decided to move forward with adoption of Ordinance #1050 at the evening meeting.

At 12:39 PM, Administrator Fitch informed the Council of receipt of a claim for loss of revenue from Robert Pittman, San Juan Investments, Inc., operator of Blair House Bed & Breakfast in the amount of \$4,275.00 due to construction on Blair Avenue. Administrator Fitch briefed the Council on the situation and summarized the advice of the Town Attorney.

Mayor LaPorte, the Council, Administrator Fitch, Maintenance Supervisor Reitan, and Water Department Leadman Wilks discussed various aspects of the situation. Maintenance Supervisor Reitan noted that the Town had specifically stated access to Blair House on detour signs and that Blair Avenue was open daily following construction and throughout the weekends.

The consensus of the Council was to deny Mr. Pittman's claim.

Administrator Fitch noted that draft Resolution #1098, authorizing the Mayor to execute a contract to build a metal storage building, was on the evening agenda. He summarized the bid results and options.



## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1997

Building Official Jim Hodges provided an analysis of building options, project costs, and projected uses. He recommended that the Council consider selecting the option for a larger building and concrete slab.

The Council and staff reviewed the options and alternatives. The Council choose to proceed with the larger building and slab.

Mayor LaPorte thanked Building Official Hodges for his recommendations.

Administrator Fitch reported that the Chamber of Commerce had completed review of the Sign Ordinance and suggested that the Council schedule a work session on same.

Administrator Fitch reported a request by San Juan County Public Works Department that the Town consider annexing certain roads adjacent to the Town.

The Council will review the request.

Administrator Fitch reported receipt of a request by Victor J. Giglio requesting that the Town allow a new out-of-town water connection for his property at Channel Estates. His letter indicates that the private water system in the area is failing.

Administrator Fitch pointed out that as the County continues to plan for suburban densities in areas without urban level services, private water and sewer systems will be increasingly stressed and in need of capital improvements.

The Council expressed regret about the situation but declined to approve a connection in light of the prohibition against new out-of-town water connections set forth in FHMC 13.12.010.

Councilmember Lackey moved and Councilmember Boothman seconded to approve payment of claims warrants #14066 through 14133 in the amount of \$63,851.28. The motion passed unanimously.

At 1:12 PM, Councilmember Sheiman moved and Councilmember Boothman seconded to adjourn. The motion passed unanimously.

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Wm. J. LaPorte, Mayor

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Steven Dubail, Town Clerk

### **Town Council – December 18, 1997 @ 7:30 PM**

The Town Council met in regular session with Mayor LaPorte presiding.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1997

Members present: Boothman, Lackey, Sheiman, & Wilson

Others present: Town Administrator Fitch, Attorney Eaton, & Treasurer Picinich

At Mayor LaPorte's request, Mrs. Pam Fitch led the meeting in the Pledge of Allegiance.

Mayor LaPorte introduced draft ordinance #1048, an ordinance granting final approval to the replat of Village Grove Phase I.

Councilmember Lackey moved and Councilmember Boothman seconded to adopt Ordinance #1048. Councilmember Wilson asked to be excused as a family member is a principal in the development.

Following discussion, the motion passed unanimously, Councilmember Wilson excused.

Mayor LaPorte introduced draft ordinance #1043, an ordinance amending the 1997 Town Budget.

Councilmember Lackey moved and Councilmember Sheiman seconded to adopt Ordinance #1043. The motion passed unanimously.

Mayor LaPorte introduced draft ordinance #1050, an ordinance adopting the Comprehensive Plan, Land Use Regulations, and Zoning Map.

Mayor LaPorte noted a letter from James Daly, Balfour Company, received 12/16/97 and a letter from Marian Ford Weber, King Typesetting & Printing, received 12/18/97, regarding the draft Land Use Regulations.

Mayor LaPorte spoke of the 6 years of community effort that have gone into developing the documents under consideration.

At 7:39 PM, Councilmember Boothman moved and Councilmember Sheiman seconded to adopt Ordinance #1050.

Councilmember Sheiman recommended that the expanded conditional use permit provision be revisited during the first review period.

At 7:45 PM, following discussion, the motion passed unanimously.

Mayor LaPorte introduced draft ordinance #1051, an ordinance adopting regulations for Environmentally Sensitive Areas.

Councilmember Lackey moved and Councilmember Sheiman seconded to adopt Ordinance #1051.

Administrator Fitch explained the particulars of same.

The motion passed unanimously.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1997

Mayor LaPorte introduced draft ordinance #1052, an ordinance implementing the regulatory reform requirements of Chapter 36.70(B) RCW.

Councilmember Lackey moved and Councilmember Sheiman seconded to adopt Ordinance #1052.

Following discussion, Councilmember Boothman moved and Councilmember Sheiman seconded to amend the motion under consideration to revise Sections 10(A) & (B) of the draft ordinance to specify "staff" rather than "representatives".

The motion to amend passed unanimously.

The Council and staff discussed the wording of Section 18(B) of the draft ordinance.

Councilmember Boothman moved and Councilmember Lackey seconded to amend the amended motion under consideration to revise Section 18(B) to specify Section 16("C").

The motion to amend passed unanimously.

Councilmember Boothman moved and Councilmember Lackey seconded to amend the amended motion under consideration to revise Section 16(A) to include a Land clearing, grading, and fill permit.

The motion to amend passed unanimously.

The amended motion passed unanimously.

Mayor LaPorte introduced draft ordinance #1053, an ordinance regarding civil infractions.

Councilmember Lackey moved and Councilmember Boothman seconded to adopt Ordinance #1053.

Attorney Eaton explained the reasons for, and particulars of, same.

Following discussion, the motion passed unanimously.

Mayor LaPorte introduced draft resolution #1098, a resolution authorizing the Mayor to execute a contract to build a metal storage building.

Councilmember Wilson moved and Councilmember Sheiman seconded to adopt Resolution #1098. The motion passed unanimously.

Mayor LaPorte introduced draft resolution #1096, a resolution adopting an investment policy for the Town.

Treasurer Picinich explained the particulars of same.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1997

Following discussion and minor grammatical revisions, Councilmember Lackey moved and Councilmember Sheiman seconded to adopt Resolution #1096. The motion passed unanimously.

Mayor LaPorte introduced draft ordinance #1046, an ordinance establishing a Capital Reserve Fund.

Councilmember Lackey moved and Councilmember Boothman seconded to adopt Ordinance #1046.

Administrator Fitch explained the particulars of same.

Following discussion, the motion passed unanimously.

Mayor LaPorte introduced draft ordinance #1044, an ordinance repealing Ordinances #1017 & 1018, concerning accounting departments.

Councilmember Sheiman moved and Councilmember Lackey seconded to adopt Ordinance #1044.

Administrator Fitch explained the particulars of same.

Following discussion, the motion passed unanimously.

Mayor LaPorte introduced draft ordinance #1045, an ordinance repealing Ordinances #1019 & 1020, concerning distribution of water and sewer fees.

Councilmember Lackey moved and Councilmember Sheiman seconded to adopt Ordinance #1045.

Administrator Fitch explained the particulars of same.

Following discussion, the motion passed unanimously.

Mayor LaPorte introduced draft resolution #1097, a resolution authorizing the Treasurer to cancel certain outstanding warrants.

Councilmember Lackey moved and Councilmember Wilson seconded to adopt Resolution #1097.

Treasurer Picinich explained the particulars of same.

The motion passed unanimously.

Mayor LaPorte introduced draft resolution #1095, a resolution designating the Town's banking depository.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1997

Councilmember Boothman moved and Councilmember Lackey seconded to adopt Resolution #1095. The motion passed unanimously.

Mayor LaPorte introduced draft ordinance #1049, an ordinance adopting the 1998 Town Budget.

Councilmember Lackey moved and Councilmember Sheiman seconded to adopt Ordinance #1049. Following discussion, the motion passed unanimously.

Mayor LaPorte introduced draft ordinance #1047, an ordinance fixing 1998 salaries of officials and Town employees.

Councilmember Lackey moved and Councilmember Sheiman seconded to adopt Ordinance #1047. Councilmember Wilson asked to be excused as Mrs. Wilson is employed by the Town.

Administrator Fitch explained the particulars of same.

The Council indicated approval of the organizational changes previously presented in Administrator Fitch's 9/26/97 memo, and reflected in the 1998 Budget and 1998 Salary Ordinance.

The motion passed unanimously, Councilmember Wilson excused.

At 8:19 PM, Councilmember Wilson moved and Councilmember Lackey seconded to recess for a short period. The motion passed unanimously.

The meeting reconvened at 8:44 PM.

Mayor LaPorte acknowledged the efforts of Councilmember Boothman over the last 4 years on behalf of the Town and presented him with a plaque of appreciation.

Councilmember Boothman moved and Councilmember Lackey seconded to Suspend the Rules to bring forth a non-agenda item.

Hearing no objection, Councilmember Boothman presented outgoing Mayor LaPorte with a plaque of appreciation. (The audience gave Mayor LaPorte a standing ovation.)

Mayor LaPorte thanked the Council, voiced praise for the Town staff, and expressed optimism regarding the Town's future.

Town Clerk Dubail administered the Oath of Office to Councilmember-elect Deborah Dickinson, Councilmember-elect Hedda King, and Mayor-elect Gary Boothman, and welcomed them to the Town.

Mayor LaPorte passed the gavel to Mayor-elect Boothman.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1997

At 8:56 PM, Councilmember Lackey moved and Councilmember Sheiman seconded to adjourn. The motion passed unanimously.

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Wm. J. LaPorte, Mayor

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Steven Dubail, Town Clerk