

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1998

### Town Council – January 8, 1998 @ 12:00 PM

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

Members present: Dickinson, King, Lackey, Sheiman, & Wilson

Others present: Town Administrator Fitch & Attorney Eaton

Mayor Boothman opened the public hearing for the Appeal of SEPA Determination #165 for a proposed 23-slip marina to be located at 622 & 629 Turn Point Road and 615 Harrison Street.

At Mayor Boothman's request, Attorney Eaton advised the Council as to granting Seattle Yacht Club status as intervenor rather than appellant. He explained that it was up to the Council to allow Seattle Yacht Club to participate in the appeal hearing. Attorney Eaton reiterated that the purpose of the hearing is the SEPA Determination Appeal not shoreline issues and noted that the Determination was made under SEPA regulations by the Responsible Official – the Town Administrator.

Michael Spence, Harrison, Benis, & Spence, attorney for the proponents, objected to the inclusion of Seattle Yacht Club as an appellant. He also expressed opposition to the staff recommendation that Seattle Yacht Club be allowed to participate as an intervenor.

Keith Moxon, Buck & Gordon, attorney for Seattle Yacht Club, spoke in support of Seattle Yacht Club being allowed intervenor status.

At 12:20 PM, following discussion, Councilmember Sheiman moved and Councilmember Lackey seconded to grant Seattle Yacht Club intervenor status. The motion passed unanimously.

Hearing no objection to his or any Councilmembers participation, Mayor Boothman instructed the meeting in the procedure that would be followed and asked Administrator Fitch to present the staff report.

Administrator Fitch explained his role as Responsible Official, outlined the chronology of the application and appeal, and summarized the staff report dated 1/02/98.

Mayor Boothman thanked Administrator Fitch for his presentation.

Mayor Boothman asked the appellants if they wished to comment.

Administrator Fitch explained his role as Responsible Official, outlined the chronology of the application and appeal, and summarized the staff report dated 1/02/98.

Mr. Lohrey explained the particulars of their appeal and referred to a drawing, Exhibit "A", to illustrate a number of points. He suggested that additional study of the situation is necessary and felt that the development as proposed would have significant impact. Mr. Lohrey introduced Exhibit "H", an overlay to Exhibits A & B of the proposed marina docks. He further explained his position on the proposal. Mr. Lohrey thanked the Council for their attention.

Mr. Beller reiterated the desire for additional study, felt that the proposal would have significant impact, and suggested that additional information would serve both the SEPA and shoreline permitting processes. He expressed concern as to access to the proposed moorage slips opening on the southern side of the project. Mr. Beller expressed the opinion that the project as proposed may trigger "cascading development" of docks and marinas in the area.

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Keith Moxon, attorney for Seattle Yacht Club, outlined his clients SEPA concerns, including the impact on adjacent properties and uses, the desire for adequate "fairway" between the moorage facilities, and suggested modification of the proposal (reduction of the slip lengths to 50 feet and a realignment of the project) to mitigate the concerns of the adjacent property owners. He felt that an Environmental Impact Statement (EIS) probably should not be required but that the Town could require additional study as a mitigation condition. Mr. Moxon felt that navigational access is a key SEPA issue to be addressed.

Mr. Moxon thanked the Council for their attention.

At 1:10 PM, Mr. Lohrey and Mr. Beller responded to a request by Administrator Fitch for clarification of the SEPA issues raised: intensity of the proposed development, blockage of view from the water, mass and scale of boats being moored, and waterborne debris.

At Administrator Fitch's inquiry, Mr. Moxon stated that Seattle Yacht Club's planned expansion would extend to their lease boundary adjacent to the subject property.

At 1:18 PM, Mayor Boothman opened the hearing for Council questions.

The appellants, intervenors, and staff responded to various inquiries from Councilmember King.

At Councilmember Sheiman's inquiry, Dave Ellingson, MPD, design firm for the proponent, briefly explained bottomland lease issues, design concerns, and introduced Exhibit "I" illustrating preferential rights boundaries interpretations. Mr. Ellingson spoke to the fairway space on the south side of the proposal.

At 1:28 PM, Councilmember Wilson moved and Councilmember Sheiman seconded to continue the hearing to the January 15, 1998 afternoon meeting. The motion passed unanimously.

Attorney Eaton reminded the Council to refrain from communication with the proponents or opponents outside of the hearing.

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

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Gary G. Boothman, Mayor

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Steven Dubail, Town Clerk

### **Town Council – January 8, 1998 @ 7:30 PM**

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

Members present: Dickinson, King, Lackey, Sheiman, & Wilson

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

Mayor Boothman led the meeting in the Pledge of Allegiance.

Pastor Archie Brooks opened the 1998 legislative session with an invocation.

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Councilmember Lackey moved and Councilmember Sheiman seconded to approve the minutes of the 12/18/97 noon and 7:30 PM Council meetings as submitted. The motion passed unanimously.

As a public access item San Juan County District #1 Commissioner Darcie Nielsen noted that she was looking forward to working with the new Mayor and Council, congratulated the Town on adopting the new Comprehensive Plan, and noted that there was a vacancy on the Housing Advisory Board for an elected official.

The schedule of the quarterly joint meetings with the Board of County Commissioners (BOCC) will be discussed later in the meeting.

No other public access items were presented.

At 7:39 PM, Mayor Boothman introduced draft ordinance #1054, an ordinance revising the powers and duties of the Planning Commission and repealing Ordinances #582, 607, and 806 in their entirety.

Administrator Fitch explained the particulars of same.

Councilmember Lackey moved and Councilmember Sheiman seconded to adopt Ordinance #1054. Following discussion, the motion passed unanimously.

Mayor Boothman introduced draft ordinance #1056, an ordinance revising the duties of the Town Administrator and repealing Ordinance #437 in its entirety.

Administrator Fitch explained the particulars of same.

Following discussion, Councilmember Lackey moved and Councilmember Sheiman seconded to adopt Ordinance #1056. The motion passed unanimously.

Mayor Boothman introduced draft ordinance #1057, an ordinance creating a Historic Preservation Review Board.

Administrator Fitch explained the particulars of same.

Councilmember Sheiman moved and Councilmember Lackey seconded to adopt Ordinance #1057. The motion passed unanimously.

At Mayor Boothman's inquiry members of the audience: Scott Zaner, 618 Harrison Street, Sam Pope, San Juan Valley, Geoffrey Prentiss, architect, 2012 Pear Point Road, and Nancy Jones, Harrison Street, spoke in support of, and expressed interest in contributing to historic preservation in Friday Harbor.

Mayor Boothman thanked them for their interest and for attending the meeting.

At 7:55 PM, Mayor Boothman introduced draft ordinance #1055, an ordinance repealing Ordinance #701 and Ordinance #970, and adopting methods for removal or adjustment of boundary lines.

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Administrator Fitch explained the particulars of same.

At Mayor Boothman's inquiry, Administrator Fitch noted that although the agenda only lists draft ordinance #1055, same has been separated into three draft ordinances: #1055, 1058, and 1059.

Attorney Eaton provided further explanation of the draft ordinance.

Councilmember Sheiman moved and Councilmember Lackey seconded to adopt Ordinance #1055. The motion passed unanimously.

Mayor Boothman introduced draft ordinance #1058, an ordinance repealing Ordinances #379, 452, 485, 531, 534, 761, and 969, and adopting methods for the division of land.

Administrator Fitch explained the particulars of same.

Attorney Eaton provided further explanation of the draft ordinance.

Council and staff discussed the change of procedures necessitated by state law which mandates that the single public hearing for a long plat application shall be in front of the Planning Commission.

At 8:15 PM, Councilmember Lackey moved and Councilmember Wilson seconded to adopt Ordinance #1058.

Following discussion, the motion passed unanimously.

Mayor Boothman introduced draft ordinance #1059, an ordinance repealing Ordinances #476 and 532 and adopting methods for the short subdivision of land.

Administrator Fitch explained the particulars of same.

The Council and staff discussed various aspects of the proposed legislation.

At 8:20 PM, Councilmember Sheiman moved and Councilmember Lackey seconded to adopt Ordinance #1059. The motion passed unanimously.

At 8:21 PM, Mayor Boothman declared a 5 minute recess.

The meeting reconvened at 8:26 PM.

Mayor Boothman opened the Council work session on sign regulations.

In the absence of representatives from the Chamber of Commerce (C of C) the Council deferred in-depth review of the C of C's 12/15/97 memo regarding signs. The Council and staff discussed and reviewed the 8/26/97 draft of the revised sign regulations. The Council will individually review and comment on same. Administrator Fitch will forward the revised regulations to the C of C.

At 8:45 PM, Mayor Boothman opened the Council discussion regarding the Friday Harbor Fire Department.

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Mayor Boothman summarized his recent discussions regarding consolidating operations of the Town and District #3 departments.

Councilmember Sheiman expressed support for continued investigation into consolidation.

Fire Chief Rosenfeld outlined various issues regarding consolidation. He recommended that Council representatives, Town Fire Department officers, and district representatives work to develop a consolidation proposal for Council consideration. He commented that professional mediation/arbitration assistance is frequently utilized in consolidation processes.

Councilmember King suggested that: 1) the Town needs to decide whether to actively pursue consolidation and, if so, 2) the respective jurisdictions need to develop a mutually acceptable consolidation proposal.

Fire Chief Rosenfeld expressed interest in the development of an interlocal agreement.

Councilmember Wilson and Fire Chief Rosenfeld discussed the changing nature of the existing mutual aid agreement with Fire District #3.

Discussion followed as to what sort of process to follow. It was suggested that the Council meet with the District #3 commissioners or that a committee comprised of Councilmembers and Town Fire Department officers be formed to meet with the District #3 commissioners, perhaps with a mediator.

Mayor Boothman, the Council, and Fire Chief Rosenfeld discussed the perceived goals of consolidating or merging the departments, financial control and responsibility, and the eventual irreversibility of merging.

The Council requested that Fire Chief Rosenfeld and Town Fire Department officers begin meeting with representatives of Fire District #3. Mayor Boothman and Councilmember Wilson will participate.

As a separate issue, Fire Chief Rosenfeld asked for a reallocation of existing Fire Department funds, not to exceed \$40.00/day for a period of up to 5 weeks to provide for a duty officer to relieve the Fire Chief.

The Council concurred with the proposed reallocation.

At 9:18 PM, Administrator Fitch reported that the San Juan County Economic Advisors meeting would be held at Town Hall at 11:30 AM on 1/29/98.

The Council indicated that their preferred dates for the quarterly joint Council/BOCC meetings are 3/18/98, 5/24/98, 9/23/98, and 12/09/98.

The Council discussed scheduling quarterly joint meetings with the Port Commissioners. The Council would like same scheduled for noon or 3:30 PM on the 2<sup>nd</sup> or 4<sup>th</sup> Thursday for 1 1/2 hours.

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Administrator Fitch reported that the bid opening for Water Treatment Plant Phase III (3<sup>rd</sup> filter unit and associated construction) will be held on 2/03/98.

At 9:26 PM, as a non-agenda item; Councilmember Sheiman suggested that the Council consider rescheduling their evening meetings to 5:30 PM with a 7:30 PM adjourn time.

The Council and staff discussed same. Administrator Fitch will poll staff regarding same.

Councilmember Sheiman and Councilmember Lackey commented on only having the flag salute at the evening meeting.

Mayor Boothman noted the addition of time for public access at the noon and evening meetings with non-agenda item times for the Council to consider the items presented if they so desired.

Councilmember Lackey moved and Councilmember Sheiman seconded to approve payment of claims warrants #14136 through 14217 in the amount of \$83,147.32 and payroll warrants #5720 through 5792 in the amount of \$114,243.59. The motion passed unanimously.

At 9:33 PM, Councilmember Sheiman moved and Councilmember Lackey seconded to adjourn. The motion passed unanimously.

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Gary G. Boothman, Mayor

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Steven Dubail, Town Clerk

### **Town Council –January 15, 1998 @ 12:00 PM**

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

Members present: Dickinson, King, Lackey, Sheiman, & Wilson

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

Mayor Boothman re-opened the continue public hearing for the Appeal of SEPA Determination #165 for a proposed 23-slip marina to be located at 622 & 629 Turn Point Road and 615 Harrison Street.

All input is on tape.

Administrator Fitch entered three letters received by the Town regarding the SEPA Appeal into the record.

1. Exhibit I. An undated letter received by the Town on January 9, 1998 addressed to Town Administrator Fitch from Arthur F. Lohrey and David L. Beller of the Mariella Inn and Cottages.
2. Exhibit J. A letter dated January 12, 1998 to Town Administrator Fitch from Michael A. Spence of Harrison, Benis & Spence, LLP.

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3. Exhibit K. A letter dated January 14, 1998 to Town Administrator Fitch from David Ellingson of Metke, Parrish & Drahns, PS. This letter includes two drawings that have been marked Exhibits K-1 and K-2.

Mayor Boothman asked the Council if they had any questions of the staff or anyone present.

Councilmember Sheiman asked Dave Ellingson of MPD to explain Exhibit K-1. Mr. Ellingson explained the concept of preferential rights on State leased bottom lands. Mr. Ellingson presented a study that was done showing the Port of Friday Harbor preferential rights on their State leased bottomlands.

The Port of Friday Harbor preferential rights study was entered as Exhibit L.

At 12:20 PM, Mayor Boothman asked the Council if they had any more questions.

Councilmember Sheiman asked if there were any comment from the appellants.

David Beller of the Mariella Inn stated that he felt that not enough information on the future development of the subject property was available.

Keith Moxon, attorney for the Seattle Yacht Club, stated that much more information on the future development of surrounding property should have been included in the SEPA checklist.

Councilmember King reiterated that the focus of the Appeal hearing is if a Environmental Impact Statement was needed.

Administrator Fitch explained the scope of an Environmental Impact Statement and that as the Town's Responsible Official he made his determination not to require an EIS.

At 12:40 PM, Mayor Boothman asked if there were any more questions and if the appellants would like to make a brief statement regarding the new information received.

Arthur Lohrey of the Mariella Inn explained the reason of his Appeal of SEPA Determination #165 and that the determination of non-significance did not cover possible environmental adverse effects in the area.

Keith Moxon representing the Seattle Yacht Club stated that the proposed project had significant impact on the environment and that the future development plans of the neighboring properties should have been considered.

Robert O'Neill, owner of the subject property state that an EIS would have a large impact on the project and that he would like an opportunity to correct misinformation regarding the proposed project.

Administrator Fitch asked Permit Coordinator Jones his opinion of the new information submitted regarding SEPA Determination #165.

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Permit Coordinator Jones explained that the information recently received was not new information to the staff. Most of the information was examined in the EIS done for the approved KDT Marina, now the Seattle Yacht Club property.

Administrator Fitch stated that he had reviewed the information and testimony received and concluded that the Determination of Mitigated Non-Significance issued October 29, 1997 is still valid.

At 12:50 PM, Mayor Boothman asked the Council if they had any more questions and then closed the public input portion of the hearing. The Council began its deliberations.

At 1:00 PM, Councilmember Lackey moved and Councilmember King seconded to accept the staff report and to deny the Appeal of SEPA Determination #165. The motion passed unanimously.

Councilmember Sheiman moved and Councilmember Lackey seconded to adjourn the public hearing. The motion passed unanimously.

At 1:05 PM, Councilmember Sheiman moved and Councilmember Lackey seconded the motion to adjourn. The motion passed unanimously.

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Gary G. Boothman, Mayor

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Wendy Picinich, Clerk Pro tem

### **Town Council –January 15, 1998 @ 7:30 PM**

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

Members present: Dickinson, King, Lackey, Sheiman, & Wilson

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

Mayor Boothman led the meeting in the Pledge of Allegiance.

Councilmember Lackey moved and Councilmember Sheiman seconded to approved the minutes of the 1/8/98 12:00 PM and 7:30 PM Council meetings as submitted. The motion carried unanimously.

During the public access portion of the meeting, Pete DeLorenzi, Commander of the American Legion in Friday Harbor, spoke of his appreciation of the Council saluting the flag at their 7:30 PM meetings. He asked that the Council consider saluting the flag at their 12:00 PM meeting also. He also informed the Council that the proper position for the American flag is on the right of the Mayor.

Shannon Plumber, Friday Harbor, spoke in accord with Commander DeLorenzi regarding the American flag.

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Hearing no further comments from the public, Mayor Boothman asked Fire Chief Rosenfeld to proceed with his departmental report.

At 7:41 PM, Chief Rosenfeld reported that his department received 7 calls in December and a total of 116 calls in the year 1997. Chief Rosenfeld reported on manpower levels, Santa Ship support, and boat repairs. He stated that the specifications for the new engine are almost complete. He wanted to publicly thank the China Pearl Restaurant for hosting the annual inter-department fire fighters dinner. He also informed Council he will be unavailable from January 28<sup>th</sup> to February 8<sup>th</sup>, 1998. Cynthia DeStaffany will be the officer in charge during his absence.

Mayor Boothman thanked Chief Rosenfeld for his report.

At 7:48 PM, Maintenance Supervisor Reitan reported that the Trout Lake Reservoir went over the spillway on December 31, 1997 and currently water is running 4" over the spillway. He stated that the third filter system to be installed will keep the water crew busy in 1998.

The Waste Water Department is functioning well. Sludge is currently being hauled to South Sound Soils in Tenino for further treatment by composting. The new generator will be on-line at the plant as of January 16, 1998.

The Street Department is busy troubleshooting drainage problems from the recent storms.

The Refuse Department is functioning well.

The Council and staff briefly discussed backlog of sludge, AUG 1 pumping, and where the portable restrooms should be positioned during their hiatus.

Mayor Boothman thanked Maintenance Supervisor Reitan for his report.

At 7:59 PM, Water Conservation Coordinator Nancy Larsen displayed to the Council the new shower heads and faucet aerators that are to be distributed to Multi-family Residential customers as a pilot conservation program. She established that Orcas Power and Light Co. will share the costs of installing the new shower heads and aerators. She informed Council of the success of the Washwise rebate program and stated that the partnership with Orcas Power and Light Co. has helped to keep costs down. She asked the Council to please extend the Town of Friday Harbor's Washwise rebate program until March 1<sup>st</sup>, 1998.

After some discussion, the consensus of the Council was to approve the extension of the rebate program until March 1<sup>st</sup>, 1998.

Mayor Boothman thanked Nancy Larsen for her report.

At 8:13 PM, Permit Coordinator Warren Jones distributed and summarized the Planning Department Projects Report as of 1/1/98.

Mr. Jones responded to various inquiries from the Council.

Mayor Boothman thanked Mr. Jones for his report.

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Building official Hodges was not available to present his departmental report.

At 8:20 PM, Mayor Boothman opened the work session on regulations regarding signs. Jim Skoog, Friday Harbor, speaking on behalf of the San Juan Island Chamber Commerce, asked the Council to revise the present sign ordinance to be more "user friendly". He referenced the letter from the Chamber to the Council dated 12/15/97 regarding revisions to the sign ordinance.

Linda Hemphill, Friday Harbor S.J.I. Chamber member, added her concerns over 14.04.030 regarding definition #26 "lighted signature accent sign".

Councilmember Dickinson asked and received clarification on 14.04.080 E. Awnings and Canopies - #2 and #3.

Consultant Jim Slocomb provided the history behind the sign ordinance implementation at Councilmember King's request.

Councilmember Sheiman recommended two Councilmembers work with the S.J.I. Chamber regarding the changes the Chamber would like to see implemented into the sign ordinance.

Councilmember Lackey liked the idea of publishing a sign ordinance booklet that was more "user friendly".

Councilmember Sheiman, Councilmember Dickinson, and Councilmember Wilson were of an accord to keep the present sign ordinance until the meeting with the Chamber and their recommendations returned to Council.

Councilmember King and Councilmember Lackey were of the accord to adopt the revision dated 1/12/98, and make further changes later as needed.

Following discussion, the consensus was to stay with the present sign ordinance until the recommendations return from the meeting with the S.J.I. Chamber. Mayor Boothman appointed Councilmember Sheiman and Councilmember Dickinson to meet with the Chamber and return with their recommendations at the 2<sup>nd</sup> meeting in February.

At 9:03 PM, Mayor Boothman declared a short recess.

The meeting reconvened at 9:08 PM.

At 9:08 PM, Mayor Boothman inquired of the Councilmembers their preference to the stringency of following Roberts Rules of Order. The consensus was to continue with the current implementation.

At 9:23 PM, Councilmember Lackey moved and Councilmember Sheiman seconded to continue the meeting until approximately 9:45 PM. The motion passed unanimously.

At 9:23 PM, Administrator Fitch gave his Administrator's report.

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Administrator Fitch asked Treasurer Picinich to speak on the funding of the Storm Water Bond. Treasurer Picinich explained the particulars of same. She also spoke on the refinancing of the 1986 Sewer Bond which will eventually save the Town of Friday Harbor approximately \$80,000. She informed Council that Jim Nelson of the bond company will come and speak with them regarding the refinancing of the 1986 Sewer Bond.

Administrator Fitch informed the Council that the Port Director, Steve Simpson is willing to meet on the 2<sup>nd</sup> or 4<sup>th</sup> Thursday of the month, but the time must be restricted to 3:30 PM to 5:30 PM. Council advised Administrator Fitch to request the 2<sup>nd</sup> Thursday.

Administrator Fitch notified Council of his office staff poll concerning the proposed change in Council meeting times from 7:30 PM to 9:30 PM to 5:30 PM to 7:30 PM. The staff was supportive of the change.

Administrator Fitch reminded Council of the need to complete a revision of the Shoreline Master Program.

At 9:45 PM, Mayor Boothman opened the floor to any non-agenda items.

Mayor Boothman explained his decision to delete the flag salute from the noon Council meetings.

Mayor Boothman informed the Council that ex-Councilmember Robinson will continue to be on the ad-hoc committee.

Mayor Boothman drew Council's attention to William J. Weissinger's letter dated 1/09/98 regarding possible Fire Department consolidation with Fire District #3.

Mayor Boothman presented to the Council a change of ownership application for a liquor license for the Hungry Clam Restaurant. He stated that he will notify the Council whenever he receives an application for a liquor license.

Councilmember Sheiman stated that Jim Smith would like to be considered for a position on the Planning Commission. Councilmember Wilson stated that Ron Wilson would also like that honor.

Councilmember Lackey moved and Councilmember Sheiman seconded to approve payment of claims warrants #14219 through #14243 in the amount of \$33,764.99. The motion passed unanimously.

At 9:54 PM, Councilmember Lackey moved and Councilmember Dickinson seconded to adjourn. The motion passed unanimously.

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Gary G. Boothman, Mayor

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Kelle' Wilson, Clerk Pro tem

**Town Council – February 5, 1998 @ 12:00 PM**

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1998

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

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

Following discussion, Councilmember Lackey moved and Councilmember Wilson seconded to accept the minutes of the January 15<sup>th</sup>, 1998 noon and evening Council meetings as amended. The motion passed unanimously.

There were no public access items forthcoming.

Sheriff Cumming reported that he had been appointed the Law Enforcement representative to the State Boating Safety Council, his department has hired a part-time records/clerical assistant, and that the State mandated E911 computer aided dispatch (CAD) system will be online before the end of the year.

Regarding the Summer Ferry Traffic Control Program, time constraints preclude the Sheriff's Department from managing the program this year, Jim Hodges, Town Marshall, will assume management responsibility. Sheriff Cumming stated that the County would pay for one-half of the program costs. He reiterated that this type of program is a State responsibility in other localities. He encouraged the Town to contact their State representatives regarding same.

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

Mayor Boothman thanked Sheriff Cumming for his report.

Cindy Destaffany, Assistant Fire Chief, reported that the Town Fire Department received 11 calls in January; 7 originating in Friday Harbor and 4 in Fire District #3. None of the calls were for significant fire events. The Department has 27 members, including 1 auxiliary member, 2 cadets, and 6 trainees. She mentioned that the Department is watching closely the County's readdressing efforts. The Department would like to see duplicate street names and ambiguous addresses changed.

Assistant Fire Chief Destaffany responded to various inquiries from the Council.

Mayor Boothman thanked Assistant Fire Chief Destaffany for her report.

At 12:11 PM, Maintenance Supervisor Reitan noted concerns regarding sledding on Nichols Street Hill and asked the Council for guidance regarding same.

The Council will address the issue as a non-agenda item.

Maintenance Supervisor Reitan reported on sludge hauling and disposal, various issues in the Water Department, finalizing plans for the Malcolm Street Stormdrain Project, and that the Wastewater Department is functioning well. He informed the Council that Roger Sandwith Jr. has been hired in the Solid Waste Department. Maintenance Supervisor Reitan mentioned that he is writing bid specifications for the acquisition of a new backhoe.

Mayor Boothman and the Council discussed various maintenance issues with Maintenance Supervisor Reitan.

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Mayor Boothman thanked Maintenance Supervisor Reitan for his report.

At 12:32 PM, Water Conservation Program Coordinator Nancy Larsen summarized the previously distributed Water Conservation Status Report. She noted the success of the washer rebate program and that an MFR (multi-family residential) conservation pilot program is starting next week. Ms. Larsen briefed the Council on current and upcoming conservation programs.

Ms. Larsen responded to various inquiries from Mayor Boothman and the Council.

Mayor Boothman thanked Ms. Larsen for her report.

At 12:43 PM, Permit Coordinator Warren Jones summarized the previously distributed Planning Department Project Report.

Mr. Jones responded to various inquiries from Mayor Boothman and the Council, including addressing issues.

Mayor Boothman thanked Mr. Jones for his report.

At 12:55 PM, Building Official Jim Hodges summarized the previously distributed Building Department Activity Report for January and reported on upcoming projects.

Mr. Hodges responded to various inquiries from Mayor Boothman and the Council.

Mayor Boothman thanked Mr. Hodges for his report.

At 1:04 PM, as a non-agenda item, Mayor Boothman, the Council, and staff discussed issues related to utilization of Nichols Street hill (from C Street to A Street) for sledding during snowy weather.

The consensus of the Council was to close the hill to vehicle traffic at the Maintenance Supervisor's discretion.

Mayor Boothman asked that at their evening meeting the Council consider confirmation of his appointment of Ruth Athearn to the Planning Commission.

The staff responded to various inquiries from the Council, including ongoing unemployment compensation for a previous Town employee and a letter received 2/05/98 from Toni Shiurba regarding wheelchair access on public right-of-ways.

Administrator Fitch noted a recent vehicle/pedestrian near-accident in front of the Community Theater. Establishing a 4-way stop at the Blair/Jensen/2<sup>nd</sup> Street/Guard Street intersection has been requested.

The Council and staff discussed various aspects of same.

Councilmember Wilson suggested that flashing crosswalk warning lights and/or visible traffic enforcement by the Sheriff's Department may be a viable alternative.

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Discussion continued on the heavy student pedestrian traffic in the area, sight distances, and coordinating traffic revision efforts with the anticipated realignment of traffic and parking on Reed Street.

Councilmember King suggested requesting visible traffic enforcement by the Sheriff's Department.

Councilmember Sheiman reiterated that the preponderance of pedestrian traffic in the area is from the High School and Middle School.

The lack of traffic enforcement was stressed.

At 1:30 PM, Councilmember Sheiman moved and Councilmember Lackey seconded to place temporary stop signs at the Blair/Jensen/2<sup>nd</sup> Street/Guard Street intersection. The motion carried with Councilmember Wilson opposed, all others in favor.

Mayor Boothman and the Council discussed a request that the Council forgive a parking ticket received on a holiday. The Council decided to reiterate the current policy that time limited parking shall be enforced uniformly.

Councilmember Lackey moved and Councilmember Sheiman seconded to approve payment of claims warrants #14254 through 14345 in the amount of \$79,323.65 and payroll warrants #5794 through 5832 in the amount of \$103,185.93. The motion passed unanimously.

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

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Gary G. Boothman, Mayor

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Steven Dubail, Town Clerk

### **Town Council – February 5, 1998 @ 7:30 PM**

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

Members present: Dickinson, King, Lackey, Sheiman, & Wilson

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

Mayor Boothman led the meeting in the Pledge of Allegiance.

Mayor Boothman asked the Council to consider confirmation of his appointment of John Hart to Position #4 on the Planning Commission.

Councilmember King noted that Mr. Hart is a practicing civil engineer.

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Councilmember King moved and Councilmember Lackey seconded to confirm the Mayor's appointment of Mr. Hart to the Planning Commission. The motion carried with Councilmember Wilson abstaining as he had not had the opportunity to review the appointment.

Mayor Boothman asked the Council to consider confirmation of his appointment of Ruth Athearn to Position #5 on the Planning Commission.

Councilmember Wilson moved and Councilmember Lackey seconded to confirm Mrs. Athearn's appointment. The motion passed unanimously.

Mayor Boothman introduced the draft Findings of Fact and Conclusions of Law regarding the appeal of SEPA Determination #165.

Administrator Fitch explained the particulars of same.

The Council and staff discussed various items in the draft document and the revision of same. Administrator Fitch noted that the appellant, the intervenor, and the agent for the applicants had reviewed and concurred with the draft document as revised.

Discussion continued on the draft document and Town SEPA appeal procedures.

At 7:55 PM, Councilmember Lackey moved and Council Sheiman seconded to accept the Findings of Fact and Conclusions of Law regarding the appeal of SEPA Determination #165, as amended. The motion passed unanimously.

Mayor Boothman introduced draft ordinance #1060, an ordinance concerning street and storm drainage standards.

Administrator Fitch explained the particulars of same.

The Council and staff reviewed the Administrator's authority to revise various provisions of the adopted Street and Storm Drainage Standards to address practical construction considerations and evolving technology.

At 8:28 PM, Councilmember Sheiman moved and Councilmember Lackey seconded to adopt Ordinance #1060. The motion passed unanimously.

Mayor Boothman introduced draft ordinance #1061, an ordinance concerning regulations for sidewalk maintenance.

Administrator Fitch explained the particulars of same.

Following discussion, Councilmember Lackey moved and Councilmember King seconded to adopt Ordinance #1061. The motion carried with Councilmember Wilson opposed, all others in favor.

Mayor Boothman introduced draft ordinance #1062, an ordinance concerning regulations for sidewalk use.

Administrator Fitch explained the particulars of same.

Following discussion, Councilmember Sheiman moved and Councilmember Lackey seconded to adopt Ordinance #1062. The motion passed unanimously.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1998

Mayor Boothman introduced draft ordinance #1063, an ordinance concerning regulations for hauling sand, gravel, and refuse.

Administrator Fitch explained the particulars of same.

Following discussion, Councilmember King moved and Councilmember Lackey seconded to adopt Ordinance #1063. The motion carried with Councilmember Sheiman opposed. It was noted that the Council may wish to reconsider the regulations following review of state statutes by the Town Attorney.

At 8:40 PM, Mayor Boothman introduced draft ordinance #1064, an ordinance concerning private use of public property and draft ordinance #1065, an ordinance concerning private structures on public property.

Attorney Eaton explained the provisions of same.

The Council and staff discussed various aspects of the proposed regulations. It was noted that the intent was not to preclude the Town's existing ability to lease public property for private use.

At 8:59 PM, Councilmember Lackey moved and Councilmember Dickinson seconded to adopt Ordinance #1064 and Ordinance #1065. The motion passed unanimously.

Mayor Boothman introduced draft ordinance #1066, an ordinance concerning regulations for a Street Utility.

Administrator Fitch explained the particulars of same. Section 7(c) was amended to include "... and sidewalks."

Councilmember King moved and Councilmember Dickinson seconded to adopt Ordinance #1066 as amended. The motion passed unanimously.

Mayor Boothman introduced draft ordinance #1067, an ordinance concerning regulations for public parks.

Administrator Fitch explained the particulars of same.

The Council and staff discussed various aspects of the proposed regulations. The draft ordinance was amended to include West Street Park.

Councilmember Lackey moved and Councilmember Sheiman seconded to adopt Ordinance #1067 as amended. The motion passed unanimously.

Mayor Boothman introduced draft ordinance #1068, an ordinance adopting State Building Code regulations.

Administrator Fitch explained the particulars of same.

At 9:10 PM, Councilmember King moved and Councilmember Lackey seconded to adopt Ordinance #1068. The motion passed unanimously.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1998

Mayor Boothman introduced draft ordinance #1069, an ordinance concerning regulations for numbering buildings.

Administrator Fitch explained the particulars of same.

Councilmember Sheiman moved and Councilmember King seconded to adopt Ordinance #1069. Following discussion, the motion passed unanimously.

Mayor Boothman introduced draft ordinance #1070, an ordinance concerning regulations for installation of mobile homes, commercial coaches, and use of recreational vehicles.

Administrator Fitch explained the particulars of same.

The Council and staff discussed various aspects of the proposed regulations.

At 9:18 PM, Councilmember Lackey moved and Councilmember King seconded to adopt Ordinance #1070. The motion passed unanimously.

At 9:20 PM, at Mayor Boothman's suggestion, the Council agreed to take up a non-agenda item.

Mayor Boothman introduced a Class H Liquor License Application by Nancy Gordon and Gerald Gordon for Friday's Crabhouse, 65 Front Street.

Attorney Eaton advised the Council that staff would like to research the approval process and criteria if the Council wishes to review liquor license applications.

Councilmember Sheiman recounted to the Council her personal knowledge of the thoroughness of the State's licensing process.

The Council and staff discussed various aspects of the issue, including whether they wished to be notified of, review, and take action on each application.

Councilmember Sheiman suggested that the Council invite a representative from the Liquor Control Board to explain the licensing process.

Mayor Boothman will take no action on this or subsequent applications pending a presentation from the Liquor Control Board and staff research.

At 9:34 PM, Mayor Boothman introduced draft resolution #1099, authorizing an inter-fund loan.

Councilmember Lackey moved and Councilmember Sheiman seconded to adopt Resolution #1099. The motion passed unanimously.

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

Mayor Boothman introduced draft ordinance #1071, an ordinance concerning regulations for transporting of structures.

Administrator Fitch explained the particulars of same.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1998

Councilmember Sheiman moved and Councilmember Lackey seconded to adopt Ordinance #1071. The motion passed unanimously.

Mayor Boothman introduced draft ordinance #1072, an ordinance concerning business license regulations.

Administrator Fitch explained the particulars of same.

Councilmember Sheiman moved and Councilmember Dickinson seconded to adopt Ordinance #1072. The motion passed unanimously.

Councilmember Sheiman and Councilmember Dickinson summarized the status of proposed changes to the Sign Ordinance and requested direction from the Council regarding consideration toward establishing a sign review board. Regulations developed in Marin County may provide a framework.

The Council discussed the topic and will review the sample regulations. The issue will be a future agenda topic.

At 9:50 PM, Councilmember Lackey moved and Councilmember King seconded to extend the meeting to 10:00 PM. The motion passed unanimously.

At 9:54 PM, Mayor Boothman opened for discussion the draft Council Legislative Agenda for 1998 as offered in his 1/27/98 memo to the Council.

The Councilmembers will provide written suggestions regarding same to the Town Administrator.

At 10:00 PM, the Council and staff took up discussion of the Malcolm Street Storm Drainage project. The need for timely completion of the downtown portion of the project and "handholding" of downtown business operators was discussed. Holding an informational "open house" was suggested.

At 10:06 PM, Councilmember Lackey moved and Councilmember Wilson seconded to continue the meeting for 10 minutes. The motion passed unanimously.

Administrator Fitch reported receipt and distribution to the Council of a letter dated 1/25/98 from Jay Westphalen regarding increasing traffic and congestion on Warbass Way and Harrison Street and asking the Town to urge the County to complete the Turn Point/Pear Point Access Road Alternative Study.

The Council reviewed a draft letter to State Senator Harriet Spanel regarding SB 6291 – Capron Funds. Following review the Council signed same.

Administrator Fitch reported receipt and distribution to the Council of a letter dated 01/16/98 from John Volk, Chairman, Fire District #3 Commissioners.

Mayor Boothman, the Council, and staff discussed same. Mayor Boothman will respond to the Fire District #3 Commissioners.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1998

At 10:13 PM, there being no further business to come before the Council, Mayor Boothman declared the meeting adjourned.

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Gary G. Boothman, Mayor

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Steven Dubail, Town Clerk

### **Town Council - February 19, 1998 @ 12:00 PM**

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

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

Councilmember Lackey moved and Councilmember Sheiman seconded to adopt the minutes of the 2/05/98 noon and 7:30 PM meetings as amended. The motion passed unanimously.

As a non-agenda item, Peter DeLorenzi, American Legion Post #163 Commander, asked the Mayor to consider re-instituting the flag salute at the noon meeting. He referred to a 1/20/98 letter from the Mayor regarding the issue.

As a non-agenda item, Clark McAlpine, Executive Director of the Whale Museum, asked that the Whale Museum be given time on a future agenda to request an exemption to a provision in the Sign Ordinance.

At 12:10 PM, at Mayor Boothman's request, Maintenance Supervisor Reitan gave a summary of Kevin Kirk's 20 years of service to the Town. On behalf of the Council and staff, Mayor Boothman presented Mr. Kirk with a certificate of appreciation for his years of service.

Treasurer Picinich introduced James Nelson, Senior Municipal Underwriter, Martin Nelson, & Co., Inc.

Mr. Nelson gave a presentation regarding Sewer and Stormwater Revenue Bond financing.

Mayor Boothman, the Council, and staff discussed various aspects of the refinancing proposal with Mr. Nelson.

Peter Newman, Bond Analyst, Martin Nelson, & Co., Inc. spoke of the current desirability of municipal bonds in the bond market.

At 12:35 PM, the consensus of the Council was to proceed with the proposed bond issue.

Mayor Boothman thanked Mr. Nelson for his presentation.

At 12:38 PM, the Council and staff reviewed and discussed suggested changes to the Sign Ordinance prepared by Councilmembers Sheiman and Dickinson.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1998

At 12:52 PM, Mayor Boothman introduced draft resolution #1100, a resolution authorizing the mayor to execute a contract with Aldergrove Construction Inc. for the construction of Phase III improvements to the water treatment plant in the amount of Three hundred eighty-four thousand two hundred seventy-one dollars and forty-five cents (\$384,271.45), which includes State sales tax.

Administrator Fitch explained the particulars of same.

Mayor Boothman, the Council, and staff discussed the project.

At 1:06 PM, Councilmember Lackey moved and Councilmember Sheiman seconded to adopt Resolution #1100. The motion passed unanimously.

Due to a work commitment, Councilmember Lackey left the meeting.

Councilmember Sheiman reported on the Law & Justice Committee and suggested that it was time for another Councilmember to serve on same.

Councilmember Dickinson volunteered to be the Town representative to the Law & Justice Committee.

Mayor Boothman noted that there were openings on the Solid Waste Advisory Committee (SWAC) and on the ADA Committee. The positions must be filled by an elected official.

Mayor Boothman proposed that Jim Slocomb be appointed to replace Warren Jones on the Marine Resources Committee.

Administrator Fitch reported that the Town is not insured against the interruption of Town utility services as the Town is not required to, nor claims to, provide uninterrupted service.

Administrator Fitch reported that the Town will be contracting for legal representation in the O'Neil SDP application issue.

Administrator Fitch noted distribution to Council of the 1995 draft revisions to the 1990 Shoreline Master Program for their review. The Council may wish to adopt the revisions as drafted or schedule additional work sessions on the matter.

At 1:17 PM, Councilmember Sheiman moved and Councilmember Wilson seconded to approve payment of claims warrants #14347 through 14417 in the amount of \$39,303.33. The motion passed unanimously.

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

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Gary G. Boothman, Mayor

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Steven Dubail, Town Clerk

**Town Council –February 19, 1998 @ 7:30 PM**

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1998

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

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

Mayor Boothman led the meeting in the Pledge of Allegiance.

There were no public access items forthcoming.

At Mayor Boothman's request, Administrator Fitch explained that, due to an error at the Journal, proper notice had not been published for the scheduled public hearing for the Shoreline Substantial Development Permit Application by the Port of Friday Harbor for marina reconfiguration. He suggested that the Mayor open the public hearing at the scheduled time, not allow any testimony or discussion, and continue the hearing to a date and time certain.

Following discussion with Steve Simpson, Port Direction, at 7:35 PM Mayor Boothman opened the above mentioned public hearing and tabled the matter to March 19, 1998 at 7:35 PM to allow for proper public notice. Mayor Boothman closed the public hearing.

At 7:38 PM, Nancy Larsen, Historic Preservation Program Director, referred to her memo to the Council of 2/10/98 regarding proposed candidates for the Historic Preservation Review Board.

Councilmember Sheiman suggested that the Town should advertise for people interested in serving on the board.

Mayor Boothman, the Council, and staff discussed various aspects of the Historic Preservation Review advisory body.

At Council's direction, staff will place a classified advertisement requesting letters of interest and resumes. The Council will consider the candidates at their March 19<sup>th</sup> meeting.

Mayor Boothman thanked Ms. Larsen for her presentation.

At 7:40 PM, the Council took up discussion of the upcoming Malcolm Street Storm Drainage Project.

Administrator Fitch explained revisions to the project design and warned that the project would disrupt many functions and operations downtown. He asked for direction from the Council as to the level of pre-construction "public handholding" they wished the Town to conduct. Administrator Fitch explained pipe alignment concerns, revisions to sidewalks and pedestrian routing on Front Street and Spring Street, provisions to protect adjacent structures and utilities, project timing, and construction contract provisions.

As to the level of handholding, the Council would like a letter sent to each business and property owner adjacent to the project and also scheduled an open house for 3/12/98 from 6 to 8 PM.

Discussion continued on the re-channeling of pedestrian traffic and the installation of a required ADA compliant ramp on Front Street.

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

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1998

The meeting reconvened at 9:00 PM.

The Council took up discussion of ranking the draft Council legislative agenda for 1998. Mayor Boothman suggested inclusion of an "indemnification" ordinance. The Council concurred. No additional items were included.

Mayor Boothman, the Council, and staff discussed various items on the proposed ranking list. The Council will return their ranked lists to Administrator Fitch in a timely manner.

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

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Gary G. Boothman, Mayor

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Steven Dubail, Town Clerk

### **Town Council – March 5, 1998 @ 12:00 PM**

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

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

The minutes of the February 19, 1998 noon and 7:30 PM meetings were approved as amended.

During the public access agenda time – Peter Delorenzi requested that the meeting join him in the Pledge of Allegiance.

Sheriff Cumming stated that the new 4-way stop at the 2<sup>nd</sup> Street/Blair Street intersection was a "welcome addition" and a "positive safety aspect" in the area.

At 12:06 PM, Councilmember Wilson joined the meeting.

The Sheriff and Council discussed the above mentioned traffic revision.

Mayor Boothman thanked Sheriff Cumming for his report.

Fire Chief Rosenfeld reported that his department had received only 3 calls in February. The department manpower strength was over the 24 firefighter statutory limit but he expected that to be reconciled shortly. Chief Rosenfeld reported on increased interaction with Fire District #3. The design specifications for the new engine have been completed and transmitted to the Town Administrator for review and addition of bidding instructions.

Mayor Boothman thanked Chief Rosenfeld for his report.

At 12:15 PM, Maintenance Supervisor Reitan reported that Trout Lake Reservoir is full. He mentioned rainfall patterns. The Water Treatment Plant is functioning well. Maintenance Supervisor Reitan outlined plans for the cross-connection control program. The new generator

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1998

has been installed at the **Wastewater Treatment Facility**. The facility is functioning well. The Street Department has started on the excavation for the new "Thrift House" building but the ground is still very wet. The crew is preparing for new ADA compliant ramp on Front Street across from the ferry landing. The crew is cleaning up the Town for spring. Refuse collection is functioning well. The new handheld recording devices are helpful. **The next load of biosolids will be hauled without lime stabilization.**

Maintenance Supervisor Reitan responded to various inquiries from Mayor Boothman and the Council.

Mayor Boothman thanked Maintenance Supervisor Reitan for his report.

At 12:25 PM, Permit Coordinator Warren Jones summarized the previously distributed Planning Department Activity Report.

Mr. Jones responded to various inquiries from Mayor Boothman and the Council.

Mayor Boothman thanked Mr. Jones for his report.

Mayor Boothman presented Certificates of Completion from the National Association of Parliamentarians to Councilmember Dickinson and DP/Payroll Clerk Kelle' Wilson for completing a 1-day class in parliamentary procedure. He noted that he and Water Conservation Program Coordinator/Historic Preservation Coordinator Nancy Larsen had also completed the class.

At 12:32 PM, Clark McAlpine, Executive Director of the Whale Museum, 62 First Street North, distributed and read a prepared statement dated 3/05/98 regarding the Museum's desire to add life-size "orca adornments" to the museum building. Mr. McAlpine asked for special exemption to certain provisions of the Sign Ordinance.

At Councilmember King's request, Kelly Balcolm-Bartok, 1357 Smugglers Cove Road, explained the proposed graphics and circulated a photographic depiction of the proposed graphic additions. He reiterated that the Whale Museum is a non-profit organization and a significant island tourist attraction.

Mr. McAlpine and Mr. Balcolm-Bartok responded to various inquiries from Mayor Boothman and the Council.

At 12:45 PM, Mayor Boothman thanked Mr. McAlpine and Mr. Balcolm-Bartok for their presentation.

Mayor Boothman introduced draft resolution #1101, a resolution to authorize conditional private use of a portion of the Sunken Park by the San Juan Island Goodtime Classic Jazz Association.

Lynn Pearson, 785 Argyle, representing the Jazz Association, stated he was present to answer questions.

At 12:47 PM, Councilmember Sheiman moved and Councilmember Lackey seconded to adopt Resolution #1101.

Councilmember Wilson expressed opposition to allowing the sale and consumption of alcohol on Town Park property.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1998

Councilmember Sheiman explained the financial incentives for the request to allow alcohol sales.

At 12:50 PM, the motion passed with Councilmember Wilson in opposition, all others in favor.

Mayor Boothman introduced draft resolution #1102, a resolution to authorize conditional private use of a portion of Spring Street by the San Juan Island Goodtime Classic Jazz Association.

Councilmember Sheiman moved and Councilmember King seconded to adopt Resolution #1102.

Administrator Fitch explained the particulars of same.

Mark Kendziorek, Jazz Festival Director, responded to inquiries from the Council.

At 12:52 PM, the motion passed unanimously.

Bill LaPorte, President of the Jazz Association, thanked Mayor Boothman and the Council and noted that excess proceeds from the festival are donated to community music groups.

Administrator Fitch informed the Council that Code City Handbooks are available in either paper or digital form.

Administrator Fitch reported on the bid opening for the Malcolm Street Storm Drain project and noted that the Town is awaiting the engineer's review of the bids and recommendation.

Administrator Fitch reported holding the pre-construction meeting for the Water Treatment Plant Improvements Phase III project (third filter).

Administrator Fitch noted receipt of several correspondence items and summarized same.

Administrator Fitch summarized the results of San Juan County's Request for Proposals (RFP) for septic processing. He briefed the Council on the history and status of the County's septic programs and outlined options for a joint Town/County project. Administrator Fitch recommended, because of seasonal treatment capacity concerns, that the Council consider declining to enter into a joint project at this time.

The Council and staff discussed various aspects of the issue.

Administrator Fitch reported that the County has developed a short list of new locations to site their public works yard and possibly new septic lagoons.

The Council and staff reviewed the site map and discussed aspects of the various locations.

Administrator Fitch reported that the County has notified the Town staff of an anticipated increase in solid waste program fees. The Council would like same to be an agenda item for the 3/18/98 joint BOCC/Council meeting.

The Council reviewed the preliminary agenda for said meeting.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1998

Administrator Fitch directed the Council's attention to the preliminary drawing of the new ADA compliant ramp on Front Street across from the ferry landing.

At 1:21 PM, under non-agenda items; Mayor Boothman informed the Council of receipt of a letter of resignation, effective this date, as Town Clerk from Steven Dubail. He accepted same and noted that Mr. Dubail will continue with the Town as the full-time Town System Administrator.

Mayor Boothman, the Council, and staff discussed various information services topics.

Councilmember Sheiman informed the Council that she is working with CTED (Washington Department of Community, Trade, and Economic Development) to arrange a visit to the community by the Governor in April. The Council would like to schedule a meeting during said visit.

The staff responded to Council inquiries regarding various claims.

Councilmember Lackey moved and Councilmember Dickinson seconded to approve payment claims warrants #14422 through 14495 in the amount of \$107,010.38 and payroll warrants #5873 through 5834 in the amount of \$97,005.08. The motion passed unanimously.

At 1:33 PM, there being no further business to come before the Council, Mayor Boothman declared the meeting adjourned.

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Gary G. Boothman, Mayor

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Steven Dubail, Town Clerk

### **Town Council – March 5, 1998 @ 7:30 PM**

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

Members present: Dickinson, King, Lackey, Sheiman, & Wilson

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

Mayor Boothman led the meeting in the Pledge of Allegiance.

There were no non-agenda items forthcoming.

Liz Matthews, Warner Brothers, thanked the Council for Resolution #1093 regarding movie production in the community. She explained her company's request for use of the public right-of-way for a period during April and May 1998 to facilitate filming the movie "Practical Magic" as specified in the letter and map from Warner Brothers dated 2/27/98.

Mayor Boothman, the Council, and staff discussed various aspects of the request with Ms. Matthews.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1998

Councilmember Sheiman recounted that businesses in the area were not opposed to the proposed uses.

The Council requested that staff draft a resolution to authorize the request.

At 7:47 PM, regarding draft resolution #1103, Administrator Fitch reported that neither the Town's engineering firm nor the staff recommendation was available at this time regarding the contract for Malcolm Street Storm Drainage Improvements. He asked the Council to consider continuing the meeting to March 9<sup>th</sup> at noon for 5 minutes to approve the selection of a contractor.

Following discussion, the Council will continue the meeting to 3/9/98 at 12:00 PM.

At 7:52 PM, the Council and staff took up discussion of the 1998 Legislative Agenda as prioritized by the Council.

Mayor Boothman gave a summary of recent activities regarding Fire Department reorganization/consolidation.

At 7:56 PM, Councilmember Wilson joined the meeting.

Discussion continued on various aspects of reorganization/consolidation, including organization, funding and financing, personnel and equipment allocation, and the cost benefits, if any.

Regarding the draft Intermodal Transportation Facilities Study, the Council requested that Mayor Boothman put the item on the joint Council/Port Commissioner meeting agenda.

Councilmember Sheiman suggested that Legal Defense for Town officials be moved up in the legislative agenda priority.

The Council and staff discussed the siting of public restrooms. The Council decided to site the portable restrooms for this season at the same locations as last season.

Attorney Eaton suggested that acquisition of land downtown for an urban park and restroom site may be advisable.

The Council discussed repealing the maximum 1" water meter ordinance.

Discussion continued on subsequent agenda items.

The Council eliminated the design of Reed Street from the Legislative Agenda.

The Council and staff discussed efforts toward developing a Watershed Management Plan.

At 8:30 PM, the Council and staff took up discussion of proposed changes to the Sign Ordinance. Administrator Fitch distributed a handout illustrating the effect of sign enforcement in Friday Harbor.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1998

Discussion continued on the purpose and effect of the Sign Ordinance. Councilmember Sheiman explained various proposed changes in the intent and regulations. The Sign Committee will meet with Town staff to review and discuss the proposed changes in the near future.

Councilmember King inquired as to the process for considering a request for an exemption to a provision of the Sign Ordinance.

Administrator Fitch explained the variance procedure.

The Council and staff discussed the request for an exemption by the Whale Museum.

At 8:58 PM, Mayor Boothman declared a short recess.

The meeting reconvened at 9:07 PM.

Administrator Fitch noted that he had conveyed the majority of his Administrator's Report at the noon meeting. He gave a summary of progress on the design of the new ADA compliant ramp on Front Street. The Council indicated approval of the design.

The Council and staff discussed the new proposed Harbor Boundary Line map. There was some uncertainty as to the purpose of the indicated "Administrative Line".

At 9:17 PM, Mayor Boothman appointed Kelle' Wilson Town Clerk and administered the oath of office.

At Mayor Boothman's inquiry, the Council suggested items for discussion at the upcoming joint Council/Port Commissioners meeting.

Councilmember King suggested that the Town may wish to participate in the Boy Scout Elm tree program and explained the cultivation of same.

Mayor Boothman distributed a photo of a model of the planned skate board park at the County Fairgrounds.

At 9:32 PM, Councilmember Sheiman moved and Councilmember Lackey seconded to continue the meeting to March 9, 1998 at 12:00 PM. The motion passed unanimously.

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Gary G. Boothman, Mayor

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Steven Dubail, Clerk Pro tem

### **Town Council – March 9, 1998 @ 12:00 PM**

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

Members present: Dickinson, Sheiman, & Wilson

Others present: Town Administrator Fitch & Treasurer Picinich

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1998

Mayor Boothman led the meeting in the flag salute.

Mayor Boothman distributed a memo regarding a proposed new appointment to the Planning Commission.

Mayor Boothman introduced draft resolution #1103, a resolution authorizing the Mayor to execute a contract with Friberg Construction, Inc. for the construction of Malcolm Street Storm Drainage Improvements in the amount of Five hundred eight-seven thousand five hundred eighty-nine and 66/100's dollars (\$587,589.66), which includes State sales tax.

Administrator Fitch explained the particulars of the, the bidding process, resolution, and the engineer's recommendation.

At 12:06 PM, Councilmember Sheiman moved and Councilmember Dickinson seconded to adopt Resolution #1103. The motion passed unanimously.

At 12:07 PM, Councilmember Sheiman moved and Councilmember Dickinson seconded to continue the meeting to 3/12/98 at 3:30 PM for a joint meeting with the Port Commissioners. The motion passed unanimously.

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Gary G. Boothman, Mayor

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Steven Dubail, Clerk Pro tem

### **Town Council – March 12, 1998 @ 3:30 PM**

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

Members present: Dickinson, King, Lackey, and Wilson

Others present: Port of Friday Harbor Commissioners: Hertel, Nash, Town Administrator Fitch, Port Director Simpson.

Mayor Boothman led the meeting in the Pledge of Allegiance.

Mayor Boothman and Port Commissioner Hertel agreed that they would alternate the chair of future quarterly meetings between the Council and Port Commissioners. It was agreed that Mayor Boothman would preside over this meeting and the Port would chair the next quarterly meeting.

At 3:37 PM, the Council, Port Commissioners and staffs took up discussion of the Harbor Boundary Lines and reviewed the latest Harbor Boundary Map prepared by San Juan County.

Port Commissioner Hertel indicated that it is more logical that the Port of Friday Harbor be under the jurisdiction of the Town of Friday Harbor than under the jurisdiction of San Juan County.

At 3:42 PM, Port Commissioner Calvert joined the meeting.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1998

It was mentioned that the topic of the Harbor Boundary Line may be discussed at the joint Town Council and San Juan County Commissioners meeting on March 18, 1998. Port Commissioner Calvert indicated he will attend this meeting as a representative for the Port.

At 3:45 PM, the Council, Port Commissioner, and staffs took up discussion of the Inter-modal Transportation Study.

Port Director, Steve Simpson passed out revised concept drawings of Inter-modal transportation elements along Front Street West from Circle Park and briefed the meeting on the status of the draft drawings.

Discussion continued on various vehicle and pedestrian traffic issues pertinent to the Town and Port including revised routing as suggested on the distributed drawings.

Mayor Boothman reminded the Port that Washington State DOT has not allocated any funds to help with any of the proposed improvements.

San Juan County Commissioner Nielsen requested clarification of how the new major elements, as distributed, fit into the final draft Inter-modal Transportation Study document.

Mayor Boothman noted the unification of the Inter-modal Study is starting to dissolve.

Discussion continued on the Inter-modal Study.

Mayor Boothman suggested the next step for the Town is to meet and discuss the issue with the San Juan County Commissioners.

San Juan County Commissioner Nielsen noted that the County may agree to the proposed plan as a conception, but not if it involves any funding from the county.

At 4:30 PM, Councilmember Lackey left the meeting due to a work commitment.

At 4:30 PM, Port Commissioner Hertel stated there is no need to have a discussion on the siting of San Juan County Public Works on Port property because the Port can not sell the proposed property and the County has informed them that they do not want to lease the proposed property.

At 4:32 PM, the Council, Port Commissioners and staffs took up discussion of juvenile problems. The Port stated that they worked extensively with local young adults and put into effect several of their suggestions. Not all of these suggestions were fruitful. The Port also stated they will continue to support the local parks and juvenile support programs.

At 4:40 PM, Mayor Boothman asked the Council and Port if anyone had any further issues for discussion.

Port Commissioner Hertel stated he hoped the Town and Port could continue to work together in developing the transportation plan and economic development of the Town. He also encouraged the Town to consider annexing the portion of the airport behind the terminal next to Skagit Valley College. The Port stated they would like to develop this area and without Town annexation and Town utilities the prospect of development is not as likely.

San Juan County Commissioner Nielsen reminded the Town Council and Port Commissioners that there is to be an economic development meeting tomorrow, 3/13/98, at Town Hall at 11:30 AM.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1998

At 4:50 PM, hearing no objection Mayor Boothman called a recess until 6:00 PM this evening.

At 6:00 PM, the Council Chambers were opened to the Public for the Malcolm Street Storm Drainage Project Open House.

At 6:40 PM, noting that a quorum had been obtained, Mayor Boothman reconvened the meeting. The informal Open House portion of the meeting continued.

Approximately twelve (12) people attended the Malcolm Street Storm Drainage Project Open House.

At 6:50 PM, Councilmember Lackey joined the open house.

At 7:51 PM, Councilmember Wilson moved and Councilmember Dickinson seconded to continue the meeting to March 18, 1998 at 1:30 PM, for a joint quarterly meeting with the Board of County Commissioners.

At 7:52 PM, hearing no objection, Mayor Boothman adjourned the meeting.

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Gary G. Boothman, Mayor

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Kelle' Wilson, Town Clerk

### **Town Council – March 18, 1998 @ 1:30 PM**

The Town Council met in continued regular session for their quarterly joint meeting with the Board of County Commissioners (BOCC), Mayor Boothman presiding.

Members present: Dickinson, King, Sheiman, & Wilson  
Others present: Town Administrator Fitch

County Commissioners present: Evans, Miller, Nielsen  
SJC staff present: Planning Director Arnold, Prosecuting Attorney Gaylord, Public Works Director Loewen

Mayor Boothman led meeting in the Pledge of Allegiance.

Mayor Boothman and Commissioner Nielsen, Chairman of the BOCC, decided that the Mayor would chair the first joint meeting and the chair would alternate thereafter.

Commissioner Nielsen briefed the meeting on the status of proposed summer ferry scheduling.

Ron Loewen summarized the status of research into developing legislation to allow sharing of County Road funds with the Town. Same will require a change at the State level. ISTEA funding may be available for expenditure on Town streets.

The Council, BOCC, and staffs discussed various aspects of same.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1998

Randall Gaylord summarized the history and status of the proposed Harbor Boundary Lines.

Jeff Iverson, Iverson Surveying, explained the line demarcation process.

The Council and BOCC discussed various aspects of the issue with Mr. Iverson and Mr. Gaylord. Mr. Gaylord explained his concept of the purpose of an "Administrative" boundary as distinct from a "Jurisdictional" boundary. He noted the respective legislative bodies have wide flexibility in arriving at a location for the Administrative boundary.

Councilmember Sheiman expressed reservations about bisecting the Port marina facility with the Jurisdictional line.

The possibility of the Town annexing a portion of the UW property to change the north terminus of the Jurisdictional line was discussed.

Commissioner Evans felt that "cutting the Port in half" was not an acceptable solution.

Administrator Fitch spoke to annexation concerns and requested that Ms. Arnold explain an option for an interlocal agreement.

Ms. Arnold summarized same.

Following discussion, Ms. Arnold suggested that the issue be referred to the Joint Planning Policy Group (JPPG).

Discussion continued on the guidance given by existing statute and case law, options, and the desire for a mutually acceptable solution.

The meeting took up discussion of developing an interlocal agreement to jointly adopt the draft Intermodal Transportation Study as a conceptual plan.

The BOCC, Council, and staffs discussed the lack of funding for implementing the plan, primarily due to lack of economic participation by the Washington State Ferries, adopting the plan and then trying to find funding, determining what version of the draft document is to be considered for adoption, recent revisions to the draft plan by the Port, upland impacts of the plan, and the requirement for consistency with GMA.

At Commissioner Nielsen's suggestion, the issue will be referred to Administrator Fitch, Ms. Arnold, and Port Director Simpson to finalize the draft document for possible action at the next joint quarterly meeting.

At 2:50 PM, Mr. Loewen briefed the meeting on the status of the proposed Turn Point/Pear Point Traffic Study. The need to determine planned population densities in the area was reiterated.

Mr. Loewen briefed the meeting on a short list of three proposed sites for relocation of the San Juan County Public Works yard.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1998

Commissioner Miller noted that the new site may also be the site of a County **septage** treatment facility.

The Council, BOCC, and staffs discussed the proposed County **septage**/greenhouse facility.

Commissioner Nielsen expressed her philosophy regarding County/Town joint space use. She summarized four options regarding the County's need for a minimum of 8,000 square feet of additional office space. The County will be issuing a Request for Qualifications (RFQ) for review of same soon.

At Administrator Fitch's inquiry, the BOCC indicated that they understood and were planning to meet current Town parking regulations for which ever option they choose.

The group discussed various law & justice needs.

Mr. Loewen informed the group that San Juan County solid waste self-haul costs had gone up by 3% and that the rate to the Town would be increasing. He will send a letter to the Town including a detailed explanation of any rate increase to the Town. Commissioner miller noted that the County remains committed to free recycling.

Mayor Boothman summarized the history of the Joint Planning Policy Group and proposed the reactivation of same.

The Council and BOCC discussed the issue. The consensus was to proceed with reactivation.

At 3:25 PM, Commissioner Evans left the meeting to catch the ferry.

The composition of the JPPG was discussed. Same will be agenda items for the Council and the BOCC.

Administrator Fitch reported that the Trout Lake Dam Feasibility Study may be adopted by DOE in April. He noted that, by their adoption of the document, the Council has committed to construction.

Commissioner Nielsen reported that the Economic Development Council (EDC) is coming together well. Councilmember Dickinson has been named the new chairman of same.

Commissioner Nielsen suggested that, regarding forming a Council of Governments, the issue be a topic for the JPPG or a Council agenda item.

At 3:30 PM, there being no further business to come before the Council, Mayor Boothman declared the meeting adjourned.

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Gary G. Boothman, Mayor

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Steven Dubail, Clerk Pro tem

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1998

### **Town Council – March 19, 1998 @ 12:00 PM**

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

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

The minutes of the 3/5/98 noon and 7:30 PM and the 3/9/98 noon meetings were approved as amended.

As a public access item, Frank Penwell, 6999 Forest Drive, spoke of the spirit of deceased veterans and asked the meeting to join him in the Pledge of Allegiance.

As a public access item, Peter DeLorenzi reiterated his desire that all meetings start with the Pledge of Allegiance.

Following same, Mayor Boothman assured the above that he would be happy to address the issue during the scheduled non-agenda time of the meeting. He invited all interest parties to remain in the audience for same.

Bob Jarman representing PTI Telecommunications introduced Mr. Douglas Alden, Washington Division Vice President, Century Telephone. Century Telephone recently acquired PTI.

Mr. Penwell and Mr. DeLorenzi left the meeting.

Mr. Alden noted that he is new to the area. He stated that now that Century Telephone has acquired PTI the company will stress customer service and improving their infrastructure.

Mr. Alden responded to inquiries from the Council. He reiterated that Century will be upgrading the local telecommunications infrastructure, including eventual replacement of the central office switch. Mr. Alden stated that T1 lines are now readily available locally.

Mayor Boothman thanked Mr. Alden for his presentation.

Mayor Boothman presented a plaque to System Administrator Dubail in appreciation of his service as Town Clerk from 1989 to 1998.

Mayor Boothman asked the Council to confirm his appointment of Janet Wilson to Planning Commission position #6.

Councilmember Wilson moved and Councilmember Lackey seconded to confirm said appointment. The motion passed unanimously.

Mayor Boothman, Council, and staff discussed water conservation issues.

At 12:18 PM, Mayor Boothman articulated his convictions as to not degrading the flag salute with rote repetition. He reiterated his suggestion made when the issue was first raised that, if the Council wished to follow a different course of action, they need only adopt an ordinance to that effect.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1998

The Mayor and Council discussed various aspects of the issue.

At 12:25 PM, Mayor Boothman introduced Ms. Maya Burnett and Ms. Shelley Shelton-Wilson, Camp Fire Kids co-leaders.

Ms. Burnett explained the concept of Absolutely Incredible Kid Day and the purpose of Camp Fire Kids. She mentioned the need for more adult Camp Fire Kid group leaders.

The 13 Camp Fire Kids introduced themselves and sang a song for the meeting.

Mayor Boothman proclaimed March 19, 1998 as Absolutely Incredible Kid Day in Friday Harbor and presented the group with an original proclamation.

At 12:33 PM, architect David Kinderfather gave a presentation as to how the Town might maximize space utilization of the current Town Hall site. Mr. Kinderfather displayed preliminary drawings and explained the project concept. He mentioned that the project was designed to be a phased project.

Mayor Boothman, the Council, and staff reviewed the drawings and discussed various aspects of the proposal with Mr. Kinderfather. It was estimated that build-out of the project would result in an increase of 9,500 square feet to the existing 3,000 square feet in Town Hall.

Discussion continued on estimated construction costs, acquiring adjacent property, parking requirements, and relocating Town Hall to another site.

County Commissioner Darcie Nielsen reiterated her desire for cooperation between the Town and County to help meet common needs.

The Council indicated that staff should move forward with the concept of development on the current site.

Mayor Boothman thanked Mr. Kinderfather for his presentation.

At 1:01 PM, Administrator Fitch asked the Council to formally authorize purchase of additional office space at Unit #1 of the Phifer Building Condominium, 30 Spring Street, as previously discussed. Administrator Fitch explained the particulars of the proposed acquisition.

Councilmember Lackey moved and Councilmember Sheiman seconded to authorize the Mayor to sign a purchase agreement for the above mentioned office space. The motion passed unanimously.

At 1:05 PM, as a non-agenda item, Nancy Larsen, Water Conservation Program Director informed the Council that the Town is sponsoring water conservation workshops this coming Saturday at Friday Harbor High School and invited interested members to attend.

Councilmember Dickinson notified the Council that she will be out of Town for the 1<sup>st</sup> regularly scheduled meetings in April.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1998

Treasurer Picinich notified the Council that the 1998 Town Budget is available for Council review.

At Councilmember Dickinson's inquiry, Mayor Boothman and the Council discussed the makeup of the Joint Planning Policy Group (JPPG).

Mayor Boothman suggested that Councilmember King be the Council's representative to the group.

Councilmember King agreed, contingent upon meeting times.

Councilmember Wilson suggested that the Town representation to the group be comprised of the original members (Mayor Boothman, Administrator Fitch, Consultant Jim Slocomb) plus Councilmember King and a member of the Town Planning Commission.

Discussion continued on various aspects of the complement and format of the group.

The Council approved the Town members as proposed.

At 1:18 PM, Councilmember Lackey moved and Councilmember Sheiman seconded to approve payment of claims warrants #14497 through 14538 in the amount of \$36,959.19. Following discussion, the motion passed unanimously.

At 1:21 PM, there being no further business to come before the Council, Mayor Boothman declared the meeting adjourned.

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Gary G. Boothman, Mayor

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Steven Dubail, Clerk Pro tem

### **Town Council – March 19, 1998 @ 7:30 PM**

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

Members present: Dickinson, King, Lackey, Sheiman, & Wilson

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

Mayor Boothman led the meeting in the Pledge of Allegiance.

There were no non-agenda items forthcoming.

Administrator Fitch requested that 1998 Legislative Agenda item #4, revision of the Shoreline Master Program, be a topic for a worksession at the April 4, 1998 Council meeting. The Council concurred.

Attorney Eaton requested authorization to research drafting legislation, as the Council had previously discussed, to provide for additional legal representation for elected Town officials, if the Council was still so inclined. He briefed the Council on existing protection under the law.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1998

Mayor Boothman, the Council, and staff discussed the issue. The Council will discuss it further at a later date.

At 7:40 PM, Mayor Boothman opened the Public Hearing for Shoreline Substantial Development Permit Application #65 and instructed the meeting in the procedure that would be followed.

Roger Bennett, 1 Spring Street, raised an Appearance of Fairness challenge regarding Councilmember Sheiman's participation in the hearing. Mr. Bennett summarized his concerns as set forth in a letter and attached photographs received 3/17/98.

Attorney Eaton briefed the Council on the Appearance of Fairness doctrine.

Councilmember Sheiman noted receipt of a letter from the Port regarding the point raised by Mr. Bennett and her efforts to comply with same. She declined to step down.

Hearing no further challenges, Mayor Boothman completed the instructions and asked Permit Coordinator Warren Jones to present the staff report.

Mr. Jones referred to, and summarized, the staff report dated 02/11/98 and subsequent correspondence. The staff recommendation is for approval with the SEPA mitigation conditions as set forth in the staff report.

Ed Barrett, Port of Friday Harbor, summarized the intent and scope of the proposed project.

At 7:59 PM, Mayor Boothman opened the hearing for public comment.

Roger Bennett expressed concerns over the location of the proposed project and also the omission of the Town as a property owner adjacent to a portion of the proposal. He referred to and summarized a letter from his attorney, Stephanie O'Day, received 02/12/98. Mr. Bennett distributed color photographs and an extract from the SMP Handbook, 1994 edition, to illustrate his concerns. He requested that the length of the proposed finger floats be reduced by 25 feet to allow for navigation.

Marguerite Bennett pointed out that boats moored to the "Brown Island" float and other floats at the adjacent Port facility frequently drift back and impede the fairway.

Steve Simpson, Port Director, referred to a diagram of the Port prepared by MPD Engineering, identified as Exhibit A, and explained that the majority of the proposed project is at the north end of the harbor in front of the San Juan Island Yacht Club area.

Greg Hertel, Port Commissioner, gave a history of, and his perspective on, the proposed project.

Mr. Simpson stated that the Port had no objection to the curb, gutter, sidewalk, and stormdrain requirements for the project. He suggested that they be integrated into the draft Intermodal Transportation Study.

Mayor Boothman asked if there were any comments from the staff.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1998

Administrator Fitch asked Tom Metke, MPD Engineering, Port Engineer, to clarify what leases the Port has with the Department of Natural Resources (DNR).

Administrator Fitch and Mr. Metke referred to a drawing identified as Exhibit B and Mr. Metke explained his understanding that the proposed project would not move any portion of the reconfiguration outside the 1982 DNR lease boundary.

The Council reviewed Exhibit B.

At 8:20 PM, John Linde, Port Attorney, responded to Mr. Bennett's concerns and reiterated the Port's desire to "be a good neighbor".

Mr. Jones clarified a point in the previously referenced 02/12/98 letter regarding "fairways".

Mr. Bennett reiterated and expanded on his previous points.

At Councilmember Sheiman's inquiry, Mr. Jones clarified that the location is 2, 100, and 200 Front Street.

At 8:30 PM, hearing no further public comment, Mayor Boothman closed the hearing for public input, noting that the Council reserves the right to reopen the public input portion of the hearing at a later time or date, and opened the hearing for Council deliberation.

Councilmember Dickinson moved and Councilmember King seconded to approve Shoreline Substantial Development Permit Application #65 and direct the staff to prepare draft Findings of Fact and Conclusions of Law.

At Councilmember Wilson's comment, Administrator Fitch noted the provision for the Port to bond for the required curb, gutter, sidewalk, and stormdrain improvements.

The motion passed unanimously.

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

The meeting reconvened at 8:38 PM.

Mayor Boothman opened the Public Hearing for Shoreline Substantial Development Permit Application #67 and instructed the meeting in the procedure that would be followed. Hearing no objection to his or any Councilmember's participation in the hearing, Mayor Boothman asked Permit Coordinator Jones to present the staff report.

Mr. Jones referred to, and summarized, the staff report dated 03/06/98 and subsequent correspondence. The staff recommendation is that the application be approved.

Richard Kiesser, Area Terminal Manager, Washington State Ferries (WSF), briefed the Council on the history and logistics of the U.S. Customs presence on the international ferry runs.

At 8:51 PM, Mayor Boothman opened the hearing for public input.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1998

The Council and staff discussed various aspects of the application.

At 8:54 PM, hearing no input from the audience, Mayor Boothman closed the hearing for public input, noting that the Council reserves the right to reopen the public input portion of the hearing at a later time or date, and opened the hearing for Council deliberation.

Councilmember Sheiman moved and Councilmember Lackey seconded to approve Shoreline Substantial Development Permit Application #67 and direct staff to prepare draft Findings of Fact and Conclusions of Law. The motion passed unanimously.

At 8:55 PM, the Council heard a presentation by Sharon Richards, San Juan Island School Board, requesting special exemption to the adopted Street Standards, abandonment of a portion of the public right-of-way on Park Street, and modification of the approved construction plan for the remodel of the Middle School at Spring and Park Streets.

Administrator Fitch noted that the above request was due to school officials not realizing the proximity of their project to the property line. He outlined the established public process for vacation of public property as the request by the school necessitates. He pointed out that the school is in the final phases of their construction project and desires a timely decision. Administrator Fitch summarized the adopted Street Standards and associated variance application process. He noted that the school has not chosen to apply either for a street vacation or a variance to the Street Standards. Administrator Fitch explained additional traffic engineering conflicts that would result from vacating a significant portion of the public right-of-way in the area as well as current and anticipated concerns of adjacent property owners and business operators.

At Mayor Boothman's inquiry, Attorney Eaton advised the meeting as to the public street vacation process, liability, street franchises, and the adopted variance process. He cautioned the Council about deviating from their adopted regulations.

The Council and staff discussed various aspects of the request, including loss of public parking and that a street vacation proceeding and a variance proceeding are both quasi-judicial actions.

At 9:15 PM, Councilmember King moved and Councilmember Sheiman seconded to reject the proposal by the school for lack of sufficient information at this time.

At Administrator Fitch's inquiry, John Berg, 530 Tucker Avenue, Clerk of the Works for the school project, clarified the school's design problems. He agreed that options suggested by the Town Administrator such as screening and a loading zone would alleviate the school's concerns.

At 9:22 PM, following discussion, the motion carried with Councilmember Lackey opposed.

At Mayor Boothman's inquiry, Administrator Fitch outlined how the school's problem could be mitigated under adopted standards. He requested direction from the Council as whether they wished to have diagonal rather than parallel parking on the school side of Park Street.

The Council and staff discussed parking and the impact on adjacent property owners. Staff will research the issue, contact property owners in the area, and advise the school as to the options available.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1998

At 9:30 PM, Councilmember Sheiman suggested that the next agenda item, appointments to the Historic Preservation Review Board, be moved to a future agenda.

Councilmember King and Councilmember Lackey felt it important that the Council move ahead on the issue.

At 9:31 PM, Councilmember Wilson moved and Councilmember Lackey seconded to continue the meeting to 10:00 PM. The motion passed unanimously.

The Council and staff referred to a 03/16/98 memo from Nancy Larsen, discussed the slate of candidates, and reviewed the submitted resumes. The Council decided that the four positions are to be numbered as listed in FHMC 2.56.030(A)(B)(C)(D). The staggered terms were designated; A & C – 1 year, B & D – 2 year.

Councilmember King suggested that the program director's recommendations be given due consideration.

At 9:44 PM, Councilmember King moved and Councilmember Dickinson seconded to appoint David Waldron to position A, Nancy Jones to position B, Sam Pope to position C, and Mona Meeker to position D.

Following discussion, the motion passed unanimously.

The Council and staff discussed the process, Council involvement with, and the advisory role of the Historic Review Board. Ms. Larsen invited the Council and the public to attend board meetings.

Attorney Eaton will meet with the board to brief them on the Open Public Meetings Act.

At 9:53 PM, Mayor Boothman introduced draft resolution #1104, a resolution authorizing the Mayor to execute an amendment to the contract with the engineering firm of Gray & Osborne, Inc. for inspection services in conjunction with the Malcolm Street Storm Drainage Project.

Administrator Fitch explained the particulars of same.

Councilmember Lackey moved and Councilmember King seconded to adopt Resolution #1104. The motion passed unanimously.

Administrator Fitch distributed the preliminary issue statement for the upcoming **sewer** bond refinancing and the stormwater project.

The Council decided to consider drafting an ordinance regarding the issue of the flag salute at each meeting.

At 10:00 PM, there being no further business to come before the Council, Mayor Boothman declared the meeting adjourned.

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Gary G. Boothman, Mayor

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1998

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Steven Dubail, Clerk Pro tem

### Town Council – April 2, 1998 @ 12:00 PM

The Town Council met in regular session.

Mayor Boothman was out-of-town on business.

Members present: King, Lackey, Sheiman, & Wilson

Others present: Town Administrator Fitch & Treasurer Picinich

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

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

The minutes of the 3/18/98 noon and the 3/19/98 noon and 7:30 PM, meetings were approved as amended.

At 12:05 PM, Jim Nelson of Martin Nelson & Co., Inc. of Seattle explained the particulars of the Stormwater Revenue Bonds addressed in draft ordinance #1073 and the **Sewer** Revenue Refunding Bonds addressed in draft ordinance #1074.

Cynthia Weed of Preston, Gates & Ellis Law Offices in Seattle spoke to Council on the legalities of the Stormwater Revenue Bond and the **Sewer** Revenue Refunding Bond.

Councilmember Lackey moved and Councilmember King seconded to adopt Ordinance #1073 authorizing issuance of stormwater revenue bonds for the stormwater system and Ordinance #1074 authorizing issuance of **sewer** revenue bonds for the sanitary **sewer** system. The motion passed unanimously.

At 12:17 PM, during Department reports Sheriff Bill Cumming stated his office was ready to assist with traffic control due to the congestion caused by the Malcolm Street Storm Drainage project and the approaching Warner Bros. movie production when it is needed.

Sheriff Cumming enlightened Council of the upcoming retirement on June 1<sup>st</sup> 1998, of undersheriff, Larry Talbott. He informed Council that Sergeant John Zerby will be the new undersheriff effective June 1<sup>st</sup>, 1998.

Mayor Pro tem Sheiman asked Sheriff Cumming to pass on the congratulations of the Council to both Larry Talbott and John Zerby.

Mayor Pro tem Sheiman thanked the Sheriff for his report.

At 12:22 PM, Mayor Pro tem Sheiman stated her regret at the recent resignation of Fire Chief Rosenfeld. Fire Chief Rosenfeld thanked the Mayor Pro tem and encouraged the Council to move forward with the negotiations with San Juan County District #3 Fire department regarding an inter-local agreement. He brought Council current on the particulars of the inter-local

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1998

agreement. Additionally, Chief Rosenfeld reported, as of 3/31/98, there have been 18 calls this year. Which is 40% lower than normal.

Mayor Pro tem Sheiman thanked Fire Chief Rosenfeld for his report.

At 12:27 PM, Maintenance Supervisor Reitan spoke to Council regarding various projects within the Water Department. He mentioned to Council that Department of Health (DOH) wants the water department to inform all water users of recent testing for Trihalomethanes.

Maintenance Supervisor Reitan noted various projects happening within the Sewer Department. He informed Council that he submitted to Administrator Fitch his recommendations regarding the recent bid opening for a backhoe. He stated that only one of the bidders met all of the bid specifications. He said the Street department was hoping to start on the upgrade of Reed Street next week. He mentioned that the Refuse department was functioning well.

Councilmember King requested Maintenance Supervisor Reitan add a center line mark to Blair Street.

Maintenance Supervisor Reitan responded to several inquires from Council.

Mayor Pro-tem Sheiman thanked Maintenance Supervisor Reitan for his report.

At 12:40 PM, Nancy Larsen, Water Conservation Program Coordinator informed Council of the closing of the washing machine rebate program. She stated there were 28 rebates given with the Town of Friday Harbor rebating \$700 total. She noted various projects happening within the water conservation program.

Mayor Pro-tem thanked Nancy Larsen for her information.

The Planning Department report was canceled.

Administrator Fitch responded to inquires from the Council regarding the Building department report dated March 1998.

At 12:48 PM, Administrator Fitch introduced draft resolution #1106 authorizing the Mayor to execute an agreement for portable restroom servicing and cleaning in 1998, to be addressed at the 4/2/98 evening meeting.

Administrator Fitch also introduced draft ordinance #1076 amending the wage and salary ordinance to increase the compensation paid to the volunteer Fire Fighters. Councilmember Lackey moved and Councilmember King seconded to adopt Ordinance #1076. The motion passed unanimously.

Administrator Fitch spoke to Council concerning the letter from Steve Swanberg, of Swanberg/Judkins Insurance dated 3/31/98. The letter asks Council to consider creating two-hour parking on Blair Avenue. After discussion, Council directed Administrator Fitch to draft an ordinance to implement two-hour parking on Blair Avenue.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1998

Administrator Fitch asked Council if they had any objections to approving an Event Permit for Cynthia Landi to take Easter Bunny pictures in Sunken Park on April 11, 1998, from 10:00 AM to 7:00 PM. The Council had no objections.

Administrator Fitch explained the current progress of the Malcolm Street Storm drainage project. Administrator Fitch stated he anticipates a change order due to a pipe size enlargement from 18" to 24" in certain areas of the project.

At 1:06 PM, Councilmember Lackey moved and Councilmember Wilson seconded to approve payroll warrants #5875 through #5947 in the amount of \$117,887.07 and claims warrants #14546 through #14625 in the amount of \$52,450.64. The motion passed unanimously.

At 1:10 PM, Councilmember Lackey moved and Councilmember Wilson seconded to adjourn. The motion passed unanimously.

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Vonda Sheiman, Mayor Pro-Tem

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Kelle Wilson, Town Clerk

### **Town Council – April 2, 1998 @ 7:30 PM**

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

Members present: King, Lackey, Sheiman, & Wilson

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

The Mayor led the meeting in the Pledge of Allegiance.

At 7:32 PM, no one addressed the Council during public access.

At 7:35 PM, draft ordinance #1075 requiring the flag salute at all Council meetings was introduced. Councilmember Sheiman moved and Councilmember Lackey seconded to adopt Ordinance #1075. The motion passed unanimously.

At 7:37 PM, draft resolution #1105 authorizing the Mayor to execute a contract with Skagit County Medical Bureau for medical insurance for 1998 was introduced. Administrator Fitch explained the particulars of same. Councilmember Lackey moved and Councilmember King seconded to adopt Resolution #1105. The motion passed unanimously.

At 7:40 PM, Mayor Boothman introduced draft resolution #1106 authorizing the Mayor to execute a contract for portable restroom servicing and cleaning for 1998. Councilmember Sheiman moved and Councilmember Lackey seconded to approve Resolution #1106. The motion passed unanimously.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1998

At 7:42 PM, the work session on revision to the sign ordinance commenced. Administrator Fitch mentioned his conversation with Jim Skoog, SJI Chamber member, and Mr. Skoog's favorable comments regarding the present draft revision.

Consultant Jim Slocomb explained the history of the current version of revisions to the sign ordinance presented to Council.

Discussion continued on the various changes in the proposed sign ordinance. Administrator Fitch mentioned the possibility of a "user friendly" picture book introduction in the future depending on funding.

Council requested that Administrator Fitch draft an ordinance reviewing the current sign ordinance revision.

Mayor Boothman complimented the sign ordinance committee on their hard work.

At 8:15 PM, Mayor Boothman called a short recess.

At 8:20 PM, the work session on revisions to the Shoreline Master Program commenced. Administrator Fitch described the historical particulars of the Shoreline Master Program revisions in existence since 1995. He explained to Council that he would like to see this process completed in 60 days to satisfy Community, Trade & Economic Development (CTED) concerns.

Consultant Slocomb mentioned the GMA process brought only a few changes to the present Shoreline Master Program.

Attorney Eaton suggested Council finish the process with the suggested 1995 revisions to the Shoreline Master program and perhaps revisit the issue later in the legislative year.

After discussion it was the consensus of Council to request staff to make the GMA changes as well as some language clarifications and bring them a newly revised draft of the Shoreline Master Program so that it could be forwarded to the Planning Commission for their review.

At 8:57 PM, Administrator Fitch gave his Administrator's report.

He informed Council of his latest meeting with the SJI School District #149 regarding their continuing surveying/building problems on Blair Avenue.

Administrator Fitch brought the Council's attention to a letter from Dick Kneipp dated 4/2/98 regarding parking along Blair Avenue and Park Streets.

Administrator Fitch responded to various other inquires from the Mayor and Council.

Mayor Boothman thanked Administrator Fitch for his report.

At 9:10 PM, hearing no objection Council went into executive session to discuss existing litigation.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1998

At 9:27 PM, Councilmember Sheiman and Councilmember Lackey seconded to come out of executive session. The motion passed unanimously.

No action was taken in executive session.

At 9:28 PM, Councilmember Sheiman moved and Councilmember Lackey seconded to continue the meeting to April 7<sup>th</sup>, 1998, at 12:30 PM to discuss the purchase of a wheel loader backhoe and a request for a change order on the Malcolm Street storm drainage project.. The motion passed unanimously.

At 9:30 PM, hearing no objection Mayor Boothman adjourned the meeting.

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Gary Boothman, Mayor

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Kelle Wilson, Town Clerk

### **Town Council –April 16<sup>th</sup>, 1998 @ 12:00 PM**

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

Members present: Dickinson, King, Lackey, Sheiman, & Wilson

Others present: Town Administrator Fitch

Mayor Boothman led the meeting in the Pledge of Allegiance.

Following discussion, hearing no objection Mayor Boothman stated the minutes were approved as amended.

There were no public access items forthcoming.

At 12:02 PM, Mayor Boothman introduced draft resolution #1109 concerning the private use and control of certain portions of public property in the Town of Friday Harbor for the purpose of filming a motion picture.

Administrator Fitch explained a recent revision to draft resolution #1109 earlier distributed to Council.

Madelyn Bell, Assistant Location Manager, of Warner Brothers Studios explained Warner Brothers' preferences of location for private use of public property in the Town. She asked Council for guidance on which location would least disrupt the Town of Friday Harbor.

Councilmember Dickinson inquired at what stage the Malcolm Street storm drainage improvement project will be at the time Warner Brothers Studios need to use the area and block off public parking spaces.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1998

John Friberg, President of Friberg Construction and contractor for the Malcolm Street storm drainage improvement project stated that many variables were involved and he could not be sure of the location of construction at this time.

Melisa Floyd, Gray and Osborne Project Engineer Inspector concurred with Mr. Friberg's assessment of the project.

Administrator Fitch explained the origin of the \$18 per parking space amount to be charged to Warner Brothers.

Madelyn Bell stated Warner Brothers' request for special consideration on the cost of the parking spaces at the First Street area and the Nichols Street area.

Councilmember Lackey suggested charging Warner Brothers a flat fee of \$250 per day for the parking spaces to be occupied on First Street. Councilmember King suggested a flat fee rate of \$20 per day for the three parking spaces to be occupied on Nichols Street.

After discussion it was the consensus of Council to request staff redraft resolution #1109 with the stated changes and address this issue again at evening meeting.

Mayor Boothman thanked everyone for their input.

At 12:37 PM, Mayor Boothman opened the discussion of a parks improvement plan.

Mayor Boothman invited Chris Nelson, San Juan Island Parks and Recreation District representative, to address the Council.

Mr. Nelson stated that the District has an annual budget of approximately \$55,000 from property tax revenue. He said the District can not afford to purchase land and build their own parks, yet are eager to help finance any improvements the Town may want to make to existing parks within the Town limits. He suggested Council poll neighbors near Town parks and ask their suggestions or preferences.

Councilmember King and Councilmember Dickinson volunteered to poll local homeowners near Town parks for their opinions and suggestions.

Mayor Boothman thanked Mr. Nelson for his information.

Mayor Boothman informed Council that Councilmember Dickinson volunteered to represent Council at the Homes for Islanders, a new non-profit community group, meeting. Councilmember Dickinson asked Mayor Boothman to represent her at the organizational meeting on Saturday April 18, as she will be unable to attend due to a prior commitment. Mayor Boothman agreed to attend this meeting on behalf of Councilmember Dickinson.

At 12:49 PM, Mayor Boothman proclaimed April 16<sup>th</sup>, 1998 Inez Brown Day for her many years of service to the community.

At 12:50 PM, hearing no objection Mayor Boothman adjourned the meeting.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1998

### Town Council – April 16, 1998 @ 7:30 PM

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

Members present: Dickinson, King, Lackey, & Sheiman  
Others present: Town Administrator Fitch & Attorney Eaton

Mayor Boothman led the meeting in the Pledge of Allegiance.

Councilmember Sheiman moved and Councilmember Lackey seconded to approve payment of claims warrants #14627 through 14693 in the amount of \$69,595.30. The motion passed unanimously.

During the public access portion of the meeting, Kathleen McKenzie of 120 Nichols Street spoke against the expansion of two-hour limited parking being considered on Blair Avenue. She asked Council to wait and reconsider this revision after the construction along Blair, Reed and Park Streets is finished.

Mayor Boothman thanked Ms. McKenzie for her input.

At 7:32 PM, Councilmember Wilson joined the meeting.

At 7:32 PM, Mayor Boothman introduced draft resolution #1109, revised per Council's suggestions, concerning the private use and control of certain portions of public property in the Town of Friday Harbor for the purpose of filming a motion picture.

Administrator Fitch explained the particulars of same.

Councilmember Lackey moved and Councilmember King seconded to approve Resolution #1109. The motion passed unanimously.

At 7:34 PM, Mayor Boothman opened the appeal of Administrator's interpretations and application of the Development Code to 250 and 270 Warbass Way.

Councilmember King stated she has prior knowledge of this issue, but felt she could be fair and impartial.

Administrator Fitch explained the particulars of his letter to Jack Cory dated April 10<sup>th</sup>, 1998 addressing his position on this issue.

At 7:37 PM, Jack Cory, representative of Mr. Graham, explained his client's proposal to Council. He showed Council the diagram of the proposed roofline adjustment. He stated the reason behind the proposed roofline adjustment was for continued maintenance problems and aesthetics. He stated and acknowledged the legal non-conforming use of the property that is, multi-family use in a single-family zone. He established that making this roofline adjustment would not change the current non-conforming use of the property. Mr. Cory stated he believes staff is doing their jobs correctly, but asked Council to consider the intent of the current law rather than the exact letter of the law.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1998

Permit Coordinator Jones responded to various questions from Mayor Boothman and Councilmembers.

Administrator Fitch expressed his continued concerns to Council. He expressed this roofline change falls within the Shoreline. He asked Council to look at the current Land Use Regulations and Shoreline Master Program when considering their decision. He stated these programs might need to be revised in the future if Council approves appeals such as this.

Cathy Cavenaugh, friend of the Grahams, mentioned her support of the proposed change to the roofline.

Roger Graham, owner of the subject property, requested Council let him make aesthetic changes to his roofline and reiterated making the change or not making the change would not alter the current legal non-conforming use of the property.

Attorney Eaton cautioned Council to plan for the future when they make their decision to forego the current Land Use Regulations. He spoke to Council regarding the logic of our ability to defend our regulations in future.

Councilmember Sheiman asked the applicant if he would be willing to give up the use of one of the non-conforming apartments on this property. Mr. Graham said he would be willing to reduce the dwelling units on this property from three dwelling units to two dwelling units if allowed to make this proposed roofline change.

Attorney Eaton responded to further questions from Mayor Boothman and Council.

Councilmember Wilson stated that the issue to address is whether or not to uphold Administrator Fitch's interpretation and application of the Development Code. He suggested if Council wants to allow this type of exception to the land use laws they should deny the appeal, change the law and let the applicant re-apply in the future. Mayor Boothman advised Council against making any guarantees to the applicant. He stated if Council changed the current Land Use Regulations, re-application in the future would not guarantee the applicant acceptance. Council concurred.

Councilmember Wilson moved and Councilmember King seconded to uphold Administrator Fitch's interpretation and application of Development Code to 250 and 270 Warbass Way and therefore deny the appeal. The motion passed unanimously.

At 8:35 PM, Mayor Boothman declared a short recess.

At 8:40 PM, the meeting reconvened.

Mayor Boothman introduced draft resolution #1110 designating the Journal of the San Juan Islands as the source for legal printing and other official publications for the Town of Friday Harbor.

Councilmember King moved and Councilmember Lackey seconded to approve Resolution #1110 as stated. The motion passed unanimously.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1998

At 8:42 PM, Mayor Boothman opened the discussion of the Fire Department reorganization process. Mayor Boothman explained his recent meeting with Chief Rosenfeld. Mayor Boothman recommended establishing a committee made up of two Town elected officials, two Fire District #3 commissioners, two Friday Harbor volunteer fire fighters, and two Fire District #3 volunteer members. He stated that Administrator Fitch agreed to participate in these committee meetings. Council concurred with the Mayor's recommendation. Councilmember Sheiman suggested Mayor Boothman and Councilmember Wilson represent Council at these meetings. Mayor Boothman and Councilmember Wilson agreed to participate on this committee.

At 8:57 PM, Mayor Boothman opened Council discussion of 1998 legislative agenda.

Councilmember Lackey volunteered to meet with System Administrator Dubail regarding legislative agenda items: #18) develop electronic public information service, 19) implement web broadcasting of Council meetings, and 20) develop "paperless office" for Councilmembers. Council was agreeable to this suggestion.

After discussion it was Council consensus to eliminate legislative agenda #13 as the Historic Preservation Review Board is handling it.

Councilmember Wilson reiterated that he would like item #9 Watershed Management Plan to remain on the legislative agenda. Administrator Fitch suggested Councilmember Wilson attend the next San Juan County Watershed Management Grant meeting.

Councilmember Sheiman suggested Council develop Film Regulations and Guidelines. She volunteered to research other city's film regulations and guidelines and their findings. It was the consensus of Council to add the development of film regulations and guidelines as item #22 on the legislative agenda.

Additionally, Council requested staff identify double street names located within the Town limits so that alternative street names can be discussed.

At 9:14 PM, Mayor Boothman opened Council discussion of joint meeting with the Planning Commission. Mayor Boothman asked Consultant Jim Slocomb if he had any comments regarding the Planning Commission.

Consultant Slocomb stated the Planning Commission would like to meet with the Town Council once every four months. Council consensus was to call for a joint meeting on May 14<sup>th</sup>, 1998 at 7:00 PM in the Council Chambers to meet with the Planning Commission.

At 9:20 PM, Mayor Boothman introduced draft ordinance #1077, an ordinance revising the Sign Ordinance.

Consultant Slocomb explained the particulars of same.

Councilmember King moved and Councilmember Lackey seconded to adopt Ordinance #1077. Following discussion the motion passed unanimously.

Council requested staff begin diligent enforcement of the newly revised Sign Ordinance.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1998

At 9:23 PM, Councilmember Sheiman moved and Councilmember Lackey seconded to table draft ordinance #1078, expanding time limited parking on Blair Avenue until the construction on Park and Reed Street is finished. Following discussion, the motion passed unanimously.

At 9:25 PM, Mayor Boothman introduced draft ordinance #1079, an ordinance repealing Ordinance #344 designating arterial streets.

Administrator Fitch explained particulars of same.

Councilmember King moved and Councilmember Lackey seconded to adopt Ordinance #1079. Following discussion, the motion passed unanimously.

At 9:27 PM, hearing no public access items forthcoming, Mayor Boothman asked Administrator Fitch to present his Administrator's report.

Administrator Fitch brought Council current on the progress of the Malcolm Street storm drainage improvement project.

Administrator Fitch responded to questions from Mayor Boothman and Council.

Administrator Fitch informed Council of another change order forthcoming from Friberg Construction, the contractor for the Malcolm Street storm drainage improvement project.

At 9:35 PM, Councilmember Sheiman moved and Councilmember Dickinson seconded to continue the meeting to Monday, April 20, 1998 at 1:00 PM to discuss a request for change order #2 on the Malcolm Street storm drainage project.

At 9:37 PM, hearing no objection Mayor Boothman adjourned the meeting.

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Gary G. Boothman, Mayor

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Kelle Wilson, Town Clerk

### **Town Council – April 20, 1998 @ 1:00 PM**

The Town Council met in continued regular session.

Members present: Dickinson, King, Lackey, & Sheiman  
Others present: Town Administrator Fitch

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

Mayor Pro tem Sheiman led the meeting in the flag salute.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1998

Mayor Pro tem Sheiman introduced draft resolution #1111, a resolution authorizing the Mayor to execute Change Order #2 on the contract with Friberg Construction for the Malcolm Street Storm Drainage Improvement Project in the amount of Four thousand two hundred sixty-two and 50/100's dollars (\$4,262.50).

Administrator Fitch explained the particulars of the proposed change order.

Councilmember Lackey moved and Councilmember Dickinson seconded to adopt Resolution #1111. The motion passed unanimously.

At 1:05 PM, Councilmember Lackey moved and Councilmember King seconded to adjourn. The motion passed unanimously.

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Vonda L. Sheiman, Mayor Pro tem

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Steven Dubail, Clerk Pro tem

### **Town Council – April 30, 1998 @ 12:00 PM**

The Town Council met in special session with Mayor Boothman presiding.

Notice was given per RCW 42.30.080.

Members present: King, Lackey, Sheiman, & Wilson

Others present: Town Administrator Fitch, & Treasurer Picinich

Mayor Boothman led the meeting in the flag salute.

Mayor Boothman introduced draft resolution #1113.

Administrator Fitch explained the particulars of draft resolution #1113 and the different alternatives listed in the letter from Tamara Nack, the Gray & Osborne, Inc., Project Engineer dated April 29, 1998.

Administrator Fitch expressed Ms Nack's recommendation as alternative #2. Which is to allow the alternative for the contractor to blast, without any additional compensation.

Mayor Boothman asked Melisa Floyd, Gray & Osborne, Inc., project inspector to address Council and give her recommendation. Ms. Floyd explained the rock particulars and expressed her recommendation of allowing the contractor to use blasting as a method to remove rock and to additionally compensate the contractor as specified in alternative #3 in stated letter.

Blasting expert, Ed Rouleau responded to questions from Council regarding the safety of blasting in the downtown area. Mr. Rouleau stated, in his opinion, it would not be unduly endangering to blast in the downtown area.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1998

Mike Wilks, Water Department Leadman, responded to questions from Council regarding the safety of the Town's water lines. Mr. Wilks notified Council if the blasting methods to be used described to him by Ed Rouleau was utilized, the Town's underground water lines should be safe.

Mr. Rouleau responded to additional questions from Council regarding the type of blasting materials that will be put to use.

Administrator Fitch responded to additional questions from Council regarding the precautions that will be taken and the time of day that blasting will be executed.

Administrator Fitch reminded John Friberg, President of Friberg Construction and contractor for the Malcolm Street Storm Drainage Improvement project, of the insurance compliance requirements.

Following discussion, Councilmember Sheiman moved and Councilmember King seconded to adopt Resolution #1113 authorizing the Mayor to execute Change Order #3 on the contract with Friberg Construction for the Malcolm Street Stormwater Project utilizing alternative #3 as outlined in the April 29<sup>th</sup>, 1998 letter from Tamara Nack, Project Engineer from Gray & Osborne, Inc. The motion passed unanimously.

At 12:25 PM, hearing no objection Mayor Boothman adjourned the meeting.

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Gary G. Boothman, Mayor

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Kelle Wilson, Town Clerk

### **Town Council – May 7, 1998 @ 12:00 PM**

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

Members present: Dickinson, King, Lackey, & Sheiman

Others present: Town Administrator Fitch, Attorney Pro Tem Morris, & Treasurer Picinich

Mayor Boothman led the meeting in the Flag Salute.

Mayor Boothman apologized to the public for the absence of the public access portion of this meeting.

Mayor Boothman opened the public hearing for the application by Robert O'Neill for a Shoreline Substantial Development Permit, Conditional Use Permit, and a Land Use Variance for construction of a 21 slip marina, with associated upland parking facilities and commercial use of property located at 622 & 629 Turn Point Road and 615 Harrison Street.

Hearing no objection to his or any Councilmembers participation, Mayor Boothman instructed the meeting in the procedure that would be followed and asked Permit Coordinator Jones to present the staff report dated April 30<sup>th</sup>, 1998.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1998

Mayor Boothman thanked Permit Coordinator Jones for his presentation.

Mayor Boothman asked the applicant if he wished to comment.

Robert O'Neill, 15041 Skogen Lane, Bainbridge Island, WA 98110, gave some personal history and distributed a zoning map showing his property's commercial status. He reminded Council that a marina is a permitted use in a commercially zoned area. He further described the lengthy process of his efforts to make a quality marina.

Mayor Boothman thanked Mr. O'Neill for his input.

Lynne Barnes, 880 Turn Point Road, distributed a letter dated May 3, 1998, asking Council to take under consideration the mooring buoy located seaward of 628A Turn Point Road.

Arthur Lohrey, 630 Turn Point Road introduced Jeff Iverson, his surveyor representative. Mr. Iverson explained his interpretation of preferential lease lines.

At 12:45 PM, Paul Brophy, Real Estate agent for Windemere San Juan, reminded Council of the availability of the subject properties prior to Mr. O'Neill's purchase. He spoke of his support of Mr. O'Neill's project and asked Council to approve the Shoreline Substantial Development permit.

At 12:50 PM, Keith Moxon, attorney for Seattle Yacht Club, outlined his clients concerns, including the adequacy of "fairway" between the moorage facilities, and suggested modification of the proposal to reduce the slip lengths to 50 foot slips instead of 60 foot slips. He felt the 60 foot slips may be a hazard for navigation.

At 12:57 PM, Mr. Lohrey questioned the preferential lease lines and stated his belief that the scale of the O'Neill project impacts his property.

At 1:05 PM, David Ellingson, local surveyor representative for Mr. O'Neill explained his interpretation of the preferential lease lines. Mr. Ellingson distributed a map (Exhibit D) for Council review. He supported his interpretation of preferential lease lines with Exhibit F, which displayed the line of extreme low water. He also introduced Exhibit G and explained the particulars.

Mr. Ellingson thanked the Council for their attention.

Chad Unland, Dept. of Natural Resources (DNR) Land Manager, stated that DNR is aware of the questions involved in this Shoreline Substantial Development Permit and they were presently researching the issues with Mike Grossman at the Attorney General's office.

Mayor Boothman thanked Mr. Unland for his input.

Administrator Fitch explained the legislative process for a Shoreline Substantial Development permit and how the Town of Friday Harbor is only the first step in the process. He explained that if this permit is approved the applicant will still need to go through the permitting process with the Army Corp of Engineers, Dept. of Fish and Wildlife and the Dept. of Natural Resources.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1998

At 1:33 PM, Councilmember Lackey moved and Councilmember Sheiman seconded to continue the hearing to May 13<sup>th</sup>, 1998 at 7:30 PM with the cut-off date for new information to be received into Town Hall by the closing of business on May 8<sup>th</sup>, 1998. The motion passed unanimously.

At 1:34 PM, hearing no objection Mayor Boothman declared the meeting adjourned.

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Gary G. Boothman, Mayor

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Kelle Wilson, Town Clerk

### **Town Council – May 7, 1998 @ 7:30 PM**

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

Members present: Dickinson, King, Lackey, Sheiman, & Wilson  
Others present: Town Administrator Fitch, & Attorney Eaton

At Mayor Boothman led the meeting in the Pledge of Allegiance.

In the public access portion of the meeting Claudia Ross, 1405 Terrace Drive led Mayor Boothman and Council in singing Happy Birthday to Councilmember Sheiman.

No other public access items were presented.

Hearing no objection Mayor Boothman stated the minutes of the April 16<sup>th</sup> noon and 7:30 PM and April 20<sup>th</sup>, 1998 1:00 PM meetings were approved as submitted.

Mayor Boothman introduced draft ordinance #1080 regarding water use regulations, draft ordinance #1081 regarding water line specifications, draft ordinance #1082 regarding limitations on out-of-town water services, draft ordinance #1083 regarding emergency water use regulations, draft ordinance #1084 regarding water rates and charges, and draft ordinance #1085 adopting water rate tables. Mayor Boothman also introduced draft resolution #1112 identifying out-of-town properties which are entitled to connect to the Town's water system.

Administrator Fitch explained the particulars of said.

At 7:37 PM, Treasure Picinich joined the meeting.

Councilmember King questioned if certain property owners listed in draft resolution #1112 would be notified by letter prior to the loss of their right to hookup to the Town water system. Administrator Fitch assured the Council he had notified the concerned parties by certified mail.

Councilmember Wilson requested a change to draft ordinance #1083 with the insertion of the words "to use of water from the Town water supply system:" at the end of the first paragraph of Section 2.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1998

Councilmember Sheiman moved and Councilmember Lackey seconded to adopt Ordinance #1080 through 1085 with the stated changes requested by Councilmember Wilson. The motion passed unanimously.

Councilmember Dickinson questioned the need for the one-inch water meter prohibition Ordinance. Following discussion, Council requested Water Conservationist, Nancy Larsen speak to Council regarding this issue. Council also requested staff to draft an ordinance repealing the prohibition to exceed a one-inch water meter size.

Councilmember Lackey moved and Councilmember King seconded to adopt Resolution #1112 identifying out-of-town properties which are entitled to connect to the Town's water system. The motion passed unanimously..

At 8:20 PM, Mayor Boothman presented Treasure Picinich with a plaque from the Washington Municipal Treasurer's Association for "Certificate of Excellence for the Town's Investment Policy". Mayor Boothman congratulated Treasure Picinich on this achievement.

At 8:23 PM, Mayor Boothman declared a short recess.

At 8:35 PM the meeting reconvened.

Mayor Boothman introduced Findings of Fact and Conclusions of Law on Shoreline Substantial Development Permit #65 for the Port of Friday Harbor.

Councilmember Lackey moved and Councilmember Sheiman seconded to adopt the Findings of Fact and Conclusions of Law on Shoreline Substantial Development Permit #65 for the Port of Friday Harbor.

Administrator Fitch explained the particulars of said.

Following discussion, the motion passed unanimously.

At 8:43 PM, Mayor Boothman introduced Findings of Fact and Conclusions of Law on Shoreline Substantial Development Permit #67 for the Washington State Department of Transportation (DOT).

Councilmember Sheiman moved and Councilmember Dickinson seconded to adopt the Findings of Fact and Conclusions of Law on Shoreline Substantial Development Permit #67 for the Washington State Department of Transportation (DOT). Following discussion, the motion passed unanimously.

At 8:45 PM, Administrator Fitch requested Councilmembers make an extra effort to attend the noon May 21<sup>st</sup>, 1998 council meeting because Pat Mason, from the Municipal Research Center will be here to speak on the subject of Code City formation.

Administrator Fitch explained some of the differences between the laws governing a Town and a Code City. Administrator Fitch responded to questions and concerns from Mayor Boothman and Council.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1998

Administrator Fitch introduced a letter from Debbie Dardanelli dated 4/23/98 addressed to Town Marshall Jim Hodges, regarding a growing parking problem in front of her retail store on Spring Street. Administrator Fitch asked Council if they wanted to accommodate business owners for unloading/loading zones or accommodate the public with time limited parking spaces.

Administrator Fitch responded to questions from Council. After discussion the consensus of Council was to leave the parking on Spring Street the same as at present.

Administrator Fitch explained a request received from the owners of the Sustainable Technology Building for relief of the **sewer** connection fees. The connection would be made but a locked valve would be installed. Following discussion it was the consensus of Council that the Sustainable Technology Buildings need to pay the required **sewer** connection fees if they wish to connect in any way.

Councilmember Sheiman welcomed a Sustainable Technology Building representative to come and address Council in the future if needed.

At 9:25 PM, Administrator Fitch gave Council an update on the progress of the Malcolm Street Stormwater Improvement Project, including the particulars of the rock blasting plans.

Councilmember Lackey moved and Councilmember Sheiman seconded to approave payment of claims warrants #14702 through 14780 in the amount of \$433,034.90 and payroll warrants #5949 through 5989 in the amount of \$109,452.63. The motion passed unanimously.

At 9:35 PM, hearing no objection Mayor Boothman declared the meeting adjourned.

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Gary G. Boothman, Mayor

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Kelle Wilson, Town Clerk

### **Town Council – May 13, 1998 @ 7:30 PM**

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

Members present: Dickinson, King, Lackey, & Sheiman

Others present: Town Administrator Fitch, Attorney Pro-Tem Morris & Permit Coordinator Jones.

Mayor Boothman led the meeting in the Pledge of Allegiance.

At 7:31 PM, Mayor Boothman re-opened the continued public hearing for the application by Robert O'Neill for a Shoreline Substantial Development Permit, Shoreline Conditional Use, and a Land Use Variance for construction of a 21 slip marina, with associated upland parking facilities and commercial use of property located at 622 & 629 Turn Point Road and 615 Harrison Street.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1998

Hearing no objection to his or any Councilmembers participation, Mayor Boothman instructed the meeting in the procedure that would be followed and asked Administrator Fitch to present the amended staff report dated May 13<sup>th</sup>, 1998.

Administrator Fitch explained the particulars of the amended staff report. Administrator Fitch had marked all earlier submitted exhibits (A-L) and entered six new exhibits (exhibits M – R) received by the Town regarding the O'Neill project.

1. Exhibit M. A letter addressed to the Town of Friday Harbor from David Beller dated May 8<sup>th</sup>, 1998.
2. Exhibit N. A letter received by the Town on May 8<sup>th</sup>, 1998 addressed to Permit Coordinator Jones from Jeffery A. Iverson, Registered Land Surveyor. This letter includes two drawings that have been marked Exhibits N-1 and N-2.
3. Exhibit O. A letter dated May 8<sup>th</sup>, 1998 addressed to the Town Council from David Ellingson, Senior Surveyor for Metke, Parrish & Drahns, PS. This letter includes two drawings that have been marked Exhibits O-1 and O-2.
4. Exhibit P. A letter received by the Town on May 8<sup>th</sup>, 1998 addressed to Town Administrator Fitch from Craig Goring of 620 Warbass Way #11.
5. Exhibit Q. A letter dated May 8<sup>th</sup>, 1998 to the Town Council from Mr. & Mrs. Otto of 2345 Garry Oak Lane.
6. Exhibit R. A letter dated May 12, 1998 addressed to David Ellingson, PLS from Chad Unland, Land Manager for Washington State Department of Natural Resources with a copy directed to Warren Jones, received by the Town of Friday Harbor on May 13<sup>th</sup>, 1998.

At 7:48 PM, David Beller of 120 Myers Road and investor in the Mariella Inn addressed the Council. He explained that in his opinion a marina is a not permitted use under the Town's definition of commercial uses. He expressed how he doesn't feel the proposed parking variance meets the legal requirements. He distributed a copy of page 23 of the original staff report with his overlay which allows for more parking on the applicant's property, rather than off-site. He also distributed a highlighted colored map and explained the particulars. He asked Council to consider the impact the O'Neill marina will have on neighboring property owners. He suggested if Council were to approve the O'Neill Shoreline Substantial Development Permit with Shoreline Conditional Use and a Land Use Variance that they put certain restrictions on the approval. Such as; no boat masts over 50 foot high, no boats higher than 15 feet, no boats longer than the slips, no lights visible to the Mariella Inn and no noise to be heard from the Mariella Inn.

At 8:15 PM, Paul Brophy, Windemere Real Estate Agent, spoke of the need for a new marina in the Friday Harbor aquatic area.

At 8:20 PM, Arthur Lohrey, 630 Turn Point Road appealed to Council to consider adjoining property owners when making their decision.

At 8:23 PM, David Ellingson, of MPD, agents for the applicant, addressed the local support of non-benefiting neighbors. He spoke of the need for the marina in the Friday Harbor area. He

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1998

addressed the DNR's recommendation to negotiate a fair and equitable solution and how it does not seem possible. He spoke against regulating the heights of boats at this marina.

At 8:36 PM, Keith Moxon, attorney for Seattle Yacht Club, addressed Council regarding preferential lease lines and the willingness of Seattle Yacht Club to sit down and work out a compromise with Mr. O'Neill.

At 8:39 PM, Robert O'Neill, owner of subject property, asked Council to make a decision this evening and let his proposal continue forward. He reiterated his economic hardships regarding this project.

At 8:48 PM, Mr. Beller reminded Council of the physical dimensions of the project.

At 8:50 PM, Mayor Boothman asked staff for comments.

Attorney Pro-Tem Morris addressed several of the issues brought up by the public. She stated that parking on site according to the Shoreline Master Program is discouraged. She said a marina is a permitted use under the commercial zoning definition. She advised Council to look at the project as a whole, not just focus on parking.

Permit Coordinator Jones explained some particulars of his staff recommendation.

Mayor Boothman asked Council if they had any more questions.

Administrator Fitch and Permit Coordinator Jones responded to questions from Councilmember Sheiman regarding the quasi-judicial process and the legality of putting fill in for parking on the subject property.

Councilmember Sheiman questioned Mr. O'Neill regarding his property boundaries.

Councilmember Sheiman asked Mr. Beller for clarification of his submitted map.

At 9:02 PM, hearing no further questions, Mayor Boothman closed the Public Hearing portion of the meeting.

Following discussion, Councilmember Sheiman moved and Councilmember Lackey seconded to approve Shoreline Substantial Development Permit #66 with Shoreline Conditional Use and Land Use Variance #21 and requested staff to prepare Finds of Fact and Conclusions of Law to support the staff report. The motion passed unanimously.

At 9:08 PM, Mayor Boothman closed the continued Public Hearing and hearing no objection declared the meeting adjourned.

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Gary G. Boothman, Mayor

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Kelle Wilson, Town Clerk

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1998

### **Town Council – May 14, 1998 @ 7:00 PM**

The Town Council met in special session with Mayor Boothman presiding.

Notice was given per RCW 42.30.080.

Members present: Dickinson, King, Lackey, Sheiman, & Wilson

Others present: Town of Friday Harbor Planning Commission members: Athearn, Ghatan, Hart, Westphalen, J. Wilson and Town Administrator Fitch

Mayor Boothman led the meeting in the Pledge of Allegiance.

Mayor Boothman explained the purpose of the joint meeting between the Planning Commission (PC) and the Town Council.

PC Vice Chairman Ghatan moved and PC member Hart seconded to accept the PC minutes of April 23, 1998 as amended.

Farhad Ghatan inquired about the progress of locating a new Fire Chief. Mayor Boothman explained the particulars of the process.

Discussion began regarding the Town of Friday Harbor Fire Department, Emergency Medical Service, and Law Enforcement levels of service for concurrency purposes.

Farhad Ghatan clarified the meaning of the current level of service rating the Fire Department has received. He stated it is an insurance classification and if the Town were to get an upgrade in the present rating, it may benefit some of the single-family residential homeowner's insurance rates.

At 7:14 PM, Consultant Jim Slocomb joined the meeting.

Mayor Boothman made inquiry regarding the current response time for the Fire Department. Chief Rosenfeld explained how response time is a critical aspect of any fire department. He stated, at this time, the Fire Department does not have a system, other than the San Juan County dispatchers, to track response times. He is currently investigating new computer software to keep track of the fire department's response time. Although he expressed the cost of the software was restrictive.

Mayor Boothman stated the Council should identify a level of service and then agree to fund the Town Fire Department at that level of service with manpower and equipment, etc.

Consultant Slocomb clarified response time expectations and the impact to the Town if the level of service drops below the agreed upon level of service in regards to the Comprehensive Plan.

Administrator Fitch cautioned the PC to use the correct terminology when determining an appropriate response time for Emergency Medical Services (EMS) as there was some discrepancy on page #3 of the EMS report.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1998

Councilmember Sheiman expressed her concern regarding the higher cost of emergency medical services to visitors, versus the lower cost to Friday Harbor residents.

Mayor Boothman asked Consultant Slocomb to explain the particulars of the Law Enforcement Level of Service.

Discussion continued as to the accuracy of the statistics received regarding law enforcement and the need for a new system to rate crimes. Discussion followed regarding the necessity for a visible officer in the downtown area as a deterrent to crime.

Consultant Slocomb informed Council the level of service reported is not a guarantee of service or of response time.

PC member Janet Wilson made inquiry regarding the formula used for measuring the rating system for level of service.

Consensus of Council was to encourage the feelings of safety in the Town of Friday Harbor. They determined the levels of service in the distributed reports were acceptable.

Council thanked the Planning Commission for a job well done.

At 8:32 PM, Councilmember Sheiman moved and Councilmember Lackey seconded to adjourn the Town Council portion of the meeting. The motion passed unanimously.

The Planning Commission meeting continued.

It was suggested that the Historical Preservation Review Board (HPRB) meet with the Planning Commission occasionally. PC member Ghatan volunteered to speak with HPRB member Nancy Larsen regarding this possibility.

Chair Westphalen expressed the need for more press involvement regarding the consistency and concurrency evaluation process. He directed Consultant Slocomb to draft an "As I See It" overview article and return with it to the Planning Commission for approval.

It was affirmed the next Planning Commission meeting would be on May 28<sup>th</sup>, 1998 at 7:00 PM. Chair Westphalen announced he will be resigning as Chair at the meeting on May 28<sup>th</sup>, and asked Planning Commission members to be thinking of a replacement for the Chair and Vice Chair positions. He asked for this discussion to be placed on the next agenda.

Chair Westphalen asked PC members to please report their absentees as soon as possible to Permit Coordinator Jones. He requested a two-week advance warning if possible.

At 8:42 PM, PC member Ghatan moved and PC member Hart seconded to adjourn. The motion passed unanimously.

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Gary G. Boothman, Mayor

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1998

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Kelle Wilson, Town Clerk

### **Town Council – May 20, 1998 @ 1:00 PM**

The Town Council met in special session with Mayor Boothman presiding.

Notice was given per RCW 42.30.080.

Members present: Dickinson, Lackey, Sheiman, & Wilson

Others present: Town Administrator Fitch & Treasurer Picinich

Mayor Boothman led the meeting in the Pledge of Allegiance.

Councilmember King arrived at the meeting during the Pledge of Allegiance.

Mayor Boothman explained the purpose of the meeting and the public process to be followed.

At 1:02 PM, Warren Michael, owner of the A Tisket-a-Tasket business located at 187 First Street, inquired about the rock core samples and the discrepancy of the report given to the contractor versus what was actually discovered.

Mayor Boothman explained the core sample gathering process the Town followed.

Administrator Fitch explained the diagnostic testing of core samples, the Town's decision not to blast, and the contract terms. He also gave a brief history of the Malcolm Street Storm Water Improvement Project and how the development of Town has necessitated the need for this project.

John Gresseth, proprietor of the Garden Path *Café*, asked if the construction project is allowed to continue if the contractors would definitely be gone by June 18<sup>th</sup>, and not return in September.

Administrator Fitch responded that the Town could not guarantee the contractor could complete the required work by June 18<sup>th</sup>, and if the project were not finished, per contractual agreement the contractor could return on September 9<sup>th</sup>, 1998.

Anne Sheridan, proprietor of Annikan read a letter regarding her frustration on the progress of the project.

Kirstin Danielle, proprietor of the Hungry Clam Restaurant asked if the contractual dates of the project could be changed so that the project was not performed during the high business income time of year.

Mayor Boothman explained the weather rational of the dates selected for the project.

Mike Akin, Friday Harbor Ferry Terminal Agent, expressed his traffic concerns and his preference for the project to be completed in early June.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1998

David Baughn, proprietor of Island Wine Company, asserted his preference in the construction continuing after Columbus Day. He asked who distributed a petition expressing support for continuing the work at this time.

Administrator Fitch clarified that the petition was distributed by Friberg Construction.

Mr. Nassrallah, of Maloula's Restaurant spoke of his economic frustrations.

Ray Bigler, proprietor of Friday Harbor Grocery, inquired about the possibility of the construction project working twenty-four hours per day. If working 24 hours per day was not a possibility, he asked Council to stop the construction project and have it resume in October.

Diane Coe, proprietor of Garuda and I, concurred with the previous business owners to have construction resume in October.

Bob Carrieri, of Roberto's Restaurant agreed with previous speakers.

Kevin Potter, of San Juan Fast Foto & Fax, stated his desire for the construction to take place at night.

Dette James, of the Fat Cat *Café*, concurred with previous speakers to have the construction project continue through the current cut-off day of May 29<sup>th</sup>, 1998 and resume in October.

Rick Carroll, new owner of Madelyn's Bagels, agreed with the audience's proposal to have the construction resume in October.

Vivien Burnett, proprietor of Dolphin Arts, harmonized with the audience's proposal to have the construction resume in October.

Rich Thompson, owner of Mystical Mermaid, expressed his concerns regarding the timeliness of the current project. He wants the construction project to continue through the current cut-off day of May 29<sup>th</sup>, 1998 and resume in October.

Dan Levin, of Dan Levin Originals, agreed that October would be less impacting to the business community.

John Friberg, President of Friberg Construction, explained the intent of the petition his company distributed was to get a feel from the business community and what their preferences were regarding his continuance of the construction project into June. He expressed his safety concerns regarding working into the night. He explained how the blasting expert he is using is the best in the country in his opinion. He stated that it will take his crew at least four days to pave and clean up the streets prior to leaving Friday Harbor for the summer. He gave some explanation of why the progress of the project is not on schedule. He apologized to the audience for the project taking longer than scheduled. He stated he could return in October, if his current blaster is available.

Councilmember Sheiman moved and Councilmember Dickinson seconded to continue the meeting until 2:30 PM. The motion passed unanimously.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1998

At 2:12 PM, Councilmember Lackey left due to a work commitment.

John Friberg responded to various questions from the Mayor and Council regarding safety issues, rainfall and how much time is needed to complete the project.

Councilmember Wilson stated his experience of the difficulties in any road construction project. He also commiserated with the business community's experiences. He stated the business community has been inconvenienced enough and the construction project should leave as scheduled on the 29<sup>th</sup> of May 1998.

Councilmember King suggested they extend the construction project to June 6<sup>th</sup> 1998 and give Mr. Friberg the opportunity to finish the blasting needed to reach the intersection of 1<sup>st</sup> and A Streets and the time needed to connect the Sunshine Alley catch basin.

Mayor Boothman, hearing no objection, continued the meeting until 3:00 PM.

Following discussion, Administrator Fitch suggested inserting the words "a portion of" after the fourth WHEREAS on draft Resolution #1114. He also suggested that Change Order #4 page one (1) will remain the same and page two (2) of Change Order #4, Item No. 1 shall be changed to read: The Town of Friday Harbor agrees to allow Friberg Construction to work downstream of station 9+50 through June 4<sup>th</sup>, 1998 during normal business hours with the exception that no work will be allowed from May 21<sup>nd</sup>, 1998, 7:00 PM through May 26<sup>th</sup>, 1998, 7:00 AM. The roadway between Sta. 0+00 and Sta. 7+00 shall be cleaned and fully open to traffic by 7:00 AM May 22, 1998 for the Memorial Day Weekend.

Councilmember King moved and Councilmember Sheiman seconded to adopt Resolution #1114 authorizing the Mayor to execute Change Order #4 on the contract with Friberg Construction for the Malcolm Street Storm Drainage Improvement Project as amended. The motion passed unanimously.

Mr. Friberg answered further inquires from the Council.

Mr. Thompson, of the Mystical Mermaid, asked the Mayor to please direct the Town crew to water the exposed gravel areas of the project to help keep dust down.

At 2:58 PM, Mayor Boothman, hearing no objection, declared the meeting adjourned.

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Gary G. Boothman, Mayor

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Kelle Wilson, Town Clerk

### **Town Council – May 21, 1998 @ 12:00 PM**

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

Members present: Dickinson, King, Lackey, & Wilson

Others present: Town Administrator & Treasurer Picinich

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1998

Mayor Boothman led the meeting in the Pledge of Allegiance.

Administrator Fitch introduced Pat Mason, a representative from Municipal Research & Services Center to discuss the process of code city formation.

At 12:03 PM, Attorney Eaton joined the meeting.

Mr. Mason gave an overview of the services Municipal Research provides to cities and towns.

Mr. Mason explained the differences of the Town and City classifications. He stated that most second class cities are changing to code city status.

He explained that currently Towns have only those powers that are expressly or impliedly granted to it by the state legislature. Whereas a code city is given more "home rule" authority. Which allows the city a broader statutory rule authority in all matters of local concern. He explained that a code city is allowed to use the same state statutes that are granted to a first class city. Mr. Mason distributed "A Comparison of the Powers of a Town and a Noncharter Code city" and explained the particulars of said.

Mr. Mason responded to various questions and concerns from the Mayor, Council, Town Administrator and staff.

Mayor Boothman asked Mr. Mason to compile a list of success stories from towns or cities that have recently changed over to a code city. Mr. Mason said he would send a list to the staff in the near future.

Mayor Boothman and Council thanked Mr. Mason for his presentation.

Councilmember Lackey moved and Councilmember King seconded to approve payment of claims warrants #14782 through 14854 in the amount of \$72,049.64. The motion passed unanimously.

At 1:28 PM, hearing no objection Mayor Boothman declared the meeting adjourned.

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Gary G. Boothman, Mayor

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Kelle Wilson, Town Clerk

### **Town Council – May 21, 1998 @ 7:30 PM**

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

Members present: Dickinson, King, Lackey & Wilson

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

Mayor Boothman led the meeting in the Pledge of Allegiance.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1998

Hearing no objection Mayor Boothman declared the minutes of 4/30/98 noon, 5/7/98 noon and 7:30 PM, and 5/13/98 7:30 PM meetings adopted as amended.

During the public access portion of the meeting Farhad Ghatan of 235 Harrison Street and speaking on behalf of the Friday Harbor Planning Commission asked Council to use restraint when reviewing water use issues. He reminded Council that the Planning Commission has not had the opportunity to review the water system concurrency issue.

At 7:36 PM, Mayor Boothman opened the discussion regarding the request by San Juan County Health to allow the Lange property to connect to the Town's sewer system.

Administrator Fitch explained the particulars of the letter dated 5/5/98 received from Gary Covington informing the Town of the failed septic system at 651 Argyle Road. Administrator Fitch further explained Ordinance #981 pertaining to conditions of annexation and the current laws that govern a hookup to the Town's sewer system. He expressed that this property is a good candidate for Council to consider for a sewer hookup because the sewage will flow downhill to the Town's pump station; the impact to the Town's sewer system should be minimal due to the historical low water usage at this address; the subject property has the right to hookup to the Town's sewer system in three years time; and the failing septic system creates a health issue for the safety and welfare of the community.

Administrator Fitch responded to inquires and clarifications from Council.

Councilmember Wilson moved and Councilmember Lackey seconded that the Town allow a sewer connection hookup for the existing building at 651 Argyle Road with a stipulation that this is the only hookup allowed at this property until the full three years are complete. Following discussion regarding the prudence in allowing a hookup due to the public safety and welfare of the community and the favorable conditions outlined by Administrator Fitch the motion passed unanimously.

At 7:52 PM, Mayor Boothman introduced Water Conservation Specialist Nancy Larsen. Ms. Larsen summarized previously distributed "Overview of Water Conservation Elements"

Ms. Larsen advised Council that it would be prudent to put off any water system changes until after the Town has developed a water conservation plan. She expressed that the water conservation plan should have a good foundation for analysis by September.

Consultant Jim Slocomb explained that the water conservation plan is a small part of the water comprehensive plan.

Ms. Larsen and Mr. Slocomb responded to further questions and clarifications from the Mayor and Council regarding the methodology of the analysis format, concurrency triggers and the formula for level of service.

Administrator Fitch reminded Council that level of service can be lowered if the Town is in danger of causing a shut down of development.

At 8:35 PM, Mayor Boothman thanked Nancy Larsen for her presentation.

Councilmember Lackey moved and Councilmember Wilson seconded to table draft ordinance #1086 until the first evening meeting in October of 1998. The motion passed unanimously.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1998

At 8:36 PM, Mayor Boothman declared a recess.

The meeting reconvened at 8:44 PM.

Mayor Boothman introduced draft ordinance #1087 regarding adoption of regulations to implement the revised State Environmental Policy Act and repealing Ordinances #620 and 967.

Attorney Eaton explained the particulars of said.

Administrator Fitch and Attorney Eaton responded to questions from the Mayor and Council.

Councilmember Lackey moved and Councilmember Dickinson seconded to adopt Ordinance #1087. Following discussion the motion passed unanimously.

Mayor Boothman thanked staff for their hard work.

At 9:27 PM, Administrator Fitch gave his administrator's report.

He informed Council that ferry traffic control will be five days a week instead of seven days as previously discussed.

Administrator Fitch asked Council to allow the Mayor permission to sign a License Agreement between the Town of Friday Harbor and Roger and Bettye Darby for the right to trespass on the Darby's property located at 305 Blair Street.

Councilmember Lackey moved and Councilmember Wilson seconded to give the Mayor permission to sign a License Agreement between the Town of Friday Harbor and Roger and Bettye Darby. The motion passed unanimously.

Hearing no objection Mayor Boothman continued the meeting until 9:45 PM.

Councilmember King reminded everyone of the Historical Preservation Review Board's walking architectural tour of Town on June 1<sup>st</sup>.

Mayor Boothman informed Council that Fire Chief Rosenfeld will extend his volunteer position until the first week in June.

Councilmember Dickinson gave her report of the "Homes for Islanders" meeting she recently attended.

Mayor Boothman informed Council of the Memorial Day parade presentation he will make to the Friday Harbor American Legion.

Councilmember Wilson suggested the Town reimburse Mayor Boothman for the costs of the presentation. It was the consensus of Council to later amend the budget to include the costs of the Memorial Day presentation and have Mayor Boothman present it to the American Legion on behalf of the Town of Friday Harbor.

Mayor Boothman reported on the progress of the Fire Department reorganization.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1998

Councilmember Lackey reported on the progress of the development of an electronic public information service, web broadcasting and a "paperless office" for Councilmembers.

At 9:53 PM, Councilmember King moved and Councilmember Wilson seconded to adjourn the meeting. The motion passed unanimously.

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Gary G. Boothman, Mayor

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Kelle Wilson, Town Clerk

### **Town Council – June 4, 1998 @ 12:00 PM**

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

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

Mayor Boothman led the meeting in the Pledge of Allegiance.

Mayor Boothman explained to Council that due to the fire at the Sandpiper apartments earlier this morning, the agenda will be slightly altered to allow Council and the local newspapers to hear from several agencies regarding the fire relief coordinating efforts.

Mona Meeker, Red Cross San Juan Island Coordinator spoke of the fire relief efforts made so far by the Red Cross volunteers. She stated that the fire has affected approximately 60 to 80 people. She said the Red Cross is available to help with temporary housing, voucher disbursement for clothing, food, bedding, furniture and medical supplies; and possibly the payment of the first month rent. She stated the Inns at Friday Harbor were helpful in supplying temporary housing to victims early this morning. She explained that local donations received by the Red Cross remain in this community.

Donna Alore, Interim Pastor of the Presbyterian Church, stated the church is equipped to provide breakfast, lunch and dinner to the fire victims. She asked that everyone put the word out regarding the desperate need for temporary housing within the \$400 to \$450/month range.

Betty Carlberg, Red Cross representative, asked that anyone needing assistance should first contact the Red Cross so that accurate records could be kept for the purpose of funding.

Mona Meeker informed everyone that Century Telephone installed an emergency phone number for the Red Cross. The emergency number is 360.378-9181 and will be answered daily from 9:00 AM through 6:00 PM.

Darcie Nielsen, San Juan County (SJC) Commissioner, informed Council that the SJC Fairgrounds are available for temporary housing and perhaps tents could be used at the fairgrounds for longer term housing.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1998

Marcia Smith, Publisher of the Journal of the San Juans, stated the newspapers' intent to publish an extra addition directing the fire victims as to where to call and informing the public of the fire relief efforts. She also stated that the Journal has set up a fire relief account at Islanders Bank for donations.

Peter Delorenzi, Commander of the American Legion, asked the Red Cross to inform the American Legion if any veterans need fire relief assistance. He stated the Friday Harbor American Legion has funds available for this purpose.

John Evans, SJC Commissioner, stated that approximately 35 single-family residential units are needed for long-term housing.

At 12:22 PM, Mayor Boothman thanked everyone for his or her participation.

The minutes of the 5/14/98 7:00 PM, 5/20/98 1:00 PM, 5/21/98 noon and 7:30 PM, meetings were approved as amended.

There were no public access items forthcoming.

At 12:25 PM, Mayor Boothman presented Steve Dubail with a Certificate of Appreciation for his ten years of service to the Town of Friday Harbor. Mayor Boothman thanked System Administrator Dubail for his continued hard work.

Mayor Boothman presented a plaque to outgoing Fire Chief Rosenfeld in recognition for his exemplary service to the Town of Friday Harbor Fire Department.

At 12:29 PM, Fire Chief Rosenfeld delivered his final departmental report. He stated that the recent fire was the forty-fourth incident of the year. He described the magnitude of resources needed to fight a large fire.

He also discussed current staffing levels and the need for more recruitment.

Chief Rosenfeld responded to various inquiries from Mayor Boothman and Council regarding the Sandpiper apartment fire.

Mayor Boothman thanked the Fire Chief for his report and led a round of applause for the outgoing Fire Chief.

Sheriff Cumming informed Council that the Town's fire coordination went very well. The first fire truck was on the scene in nine minutes. He also commended the apartment building owner Bob Greenway in his efforts to awake Sandpiper apartment residents and get them to safety.

At 12:39 PM, Maintenance Supervisor Reitan reported that the reservoir is 1" below the spillway and that new filters for the Water Treatment Plant should arrive the first part of August. The Street Department is currently working on the pathway along Blair Street and starting to begin the process to pave a portion of Blair Street. He outlined that work on Reed Street should start sometime in July. He stated hanging baskets are set in place along the downtown streets. He also stated that the ADA compliant ramp on Front Street, near the Ferry Terminal is complete.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1998

He informed Council that the Refuse Department is experiencing some difficulty with traffic interference, although the crew is doing their best to get the job accomplished.

Councilmember Wilson asked Mr. Reitan if the Maintenance Department needs an 18 to 18 1/2 KW generator that is trailer mounted. He mentioned that he knows of such a generator currently for sale for a good price. Mr. Reitan said he would ask his crew if there were a need for such a generator.

Mayor Boothman asked Maintenance Supervisor Reitan to join him in presenting a Certificate of Completion to Dan Seaton for a **Waste Water Treatment Plant Sewer** Review course.

At 12:52 PM, Councilmember Lackey left due to a work commitment.

Water Conservation/Historical Preservation Coordinator Nancy Larsen distributed and explained a Historical Preservation Status Report. She detailed a recent tour the Historical Preservation Review Board took around the Town of Friday Harbor looking at buildings with an historical eye. She informed Council of the progress on the installation of showerheads and aerators. She acquainted Council of the beginning of work on the Fair Booth presentation.

Ms. Larsen responded to various inquires from Council.

Mayor Boothman thanked Ms. Larsen for her report.

At 1:03 PM, Permit Coordinator Jones distributed and explained his Planning Department staff report as of 6/4/98.

Mr. Jones responded to various inquires from the Council.

Mayor Boothman thanked Mr. Jones for his report.

Building Official Hodges was not available to present his departmental report due to the Sandpiper Apartment fire.

At 1:11 PM, System Administrator Dubail distributed and summarized the System Administration Department activity report along with a water consumption & production report.

Mr. Dubail responded to various inquires from Mayor Boothman and Council.

At 1:22 PM, at Mayor Boothman's request the Clerk administered the oath of office to the newly appointed Fire Chief Robert Low.

Councilmember Wilson moved and Councilmember Sheiman seconded to approve payment of claims warrants #14858 through 14929 in the amount of \$101,685.22 and payroll warrants #5991 through 6036 in the amount of \$108,668.49. The motion passed unanimously.

At 1:27 PM, Mayor Boothman hearing no objection declared the meeting adjourned.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1998

Gary G. Boothman, Mayor

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Kelle Wilson, Town Clerk

### **Town Council – June 4, 1998 @ 7:30 PM**

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

Members present: Dickinson, King, Sheiman, & Wilson

Others present: Town Administrator Fitch, & Attorney Eaton

Mayor Boothman's led the meeting in the Pledge of Allegiance.

There were no public access items forthcoming.

At 7:32 PM, Mayor Boothman introduced draft resolution #1115 authorizing the conditional private use of a portion of the Sunken Park by the Skatepark Fundraising Committee on June 13, 1998.

Administrator Fitch explained the particulars of draft resolution #1115.

Chris Rampy, of 550 Jensen Alley #3, and representative for the Skatepark Fundraising Committee, explained the fundraising efforts of the Skatepark organization. He explained how this fundraiser would give the community the opportunity to get more familiar with the sport of skateboarding; one of the goals of this fundraiser is that it will generate more community support and involvement.

Following Council inquiry, Mr. Rampy informed Council that admission would not be charged and that music volume will be kept to a tolerable level.

Evan Hetrick, of 1141 Olympic View Drive, stated he anticipates that after the Skatepark is finished not only will skaters "hang out" at the park, but also spectators will want to watch the skating exhibitions.

Administrator Fitch explained the particulars of the Insurance history of skateparks in other Towns and encouraged Council to pass draft resolution #1115.

Following discussion, Councilmember Sheiman moved and Councilmember Wilson seconded to adopt Resolution #1115 authorizing the conditional private use of a portion of the Sunken Park by the Skatepark Fundraising Committee. The motion passed unanimously.

At 7:43 PM, Seward Meintsma, project inspector for Gray and Osborne, Inc., gave an update of the Malcolm Street Storm Drainage Improvement Project. He stated that during heavy summer rains a potential for flooding may still remain at the corner of A and Nichols Streets. He explained the paving process used at 1<sup>st</sup> and A Streets and the approximate \$12,000 asphalt cost overrun. He informed Council that Friberg Construction has departed the Island and should return sometime after September 9<sup>th</sup>, 1998.

Mr. Meintsma responded to various inquires from Council.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1998

Mayor Boothman thanked Mr. Meintsma for his update on the project.

At 8:06 PM, Mayor Boothman introduced draft Findings of Fact and Conclusions of Law regarding the Shoreline Development Permit of Robert O'Neill for Harborview Marina, conditionally approving the applications for a Shoreline Substantial Development Permit #66, Shoreline Conditional Use, and Land Use Variance #21.

Administrator Fitch explained the particulars of said and directed Council's attention to the letter dated 6/4/98 received from Buck & Gordon, LLP, attorneys for the Seattle Yacht Club.

Permit Coordinator Jones informed Council of a correction on page two (2) Section C. Variance of the presented draft Findings of Fact and Conclusions of Law. He clarified that this section should read "eighteen" parking spaces, rather than the incorrect "twenty-one" parking spaces.

Councilmember Sheiman moved and Councilmember Dickinson seconded to adopt said Findings of Fact and Conclusions of Law as amended. Following discussion, the motion passed unanimously. Councilmember Wilson did not participate, as he was not involved with any of the prior proceedings regarding this matter.

At 8:15 PM, Mayor Boothman opened the discussion of duplicate or similar street names within the Town of Friday Harbor.

Administrator Fitch explained the particulars of the previously distributed duplicate or similar names list acquired from San Juan County Public Works E-911 division.

Permit Coordinator Jones suggested the Council consider how many residents live on each street prior to making any changes in street names. He specified that some streets with duplicate or similar names do not have any residents living along them at this time.

Administrator Fitch explained that a letter to affected property owners would be mailed informing them of a possible street name change.

Councilmember King agreed with the letter submitted by Councilmember Lackey to Council regarding the preservation of historical street names. She agreed with Councilmember Lackey's suggestion that the historical aspect of street names be considered in the decision process.

At 8:37 PM, Treasurer Picinich joined the meeting.

Mayor Boothman suggested Permit Coordinator Jones return at the next council meeting with a list of any property owners affected by a possible street name change due to duplicate or similar named streets.

At 8:45 PM, Mayor Boothman postponed the discussion of Code City formation to the next Council meeting and opened the discussion of liquor control laws.

Attorney Eaton explained the particulars of recent law changes. He informed Council that they could amend the zoning regulations to prohibit the sale of liquor in certain areas of the Town.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1998

Councilmember Sheiman expressed her opinion that the Council has no right to be involved in liquor control laws. She stated that the Comprehensive Plan has designated zoning for commercial use and that should be enough regulation for liquor control. She stated her belief that this is a non-issue, not in our jurisdiction and that the Council should stay out of it.

Discussion continued regarding zoning definitions and where liquor sales would be permitted under the Town's current zoning designations.

It was the opinion of Councilmember Sheiman that the Mayor should approve all Liquor License requests received by him automatically and not bring them before Council.

Councilmember Wilson suggested a blanket approval of all Liquor Licenses may not be in the best interest of the Town.

Following discussion, it was the consensus of Council to request staff draft a resolution requesting the Mayor bring all liquor control applications before Council to be approved/disapproved.

Mayor Boothman stated he brought the liquor control law discussion to Council because the previous Mayor frequently approved/disapproved liquor license requests without Council consideration and in his opinion the Council is the stewards of the community and should have some say in the decision process.

At 9:27 PM, Administrator Fitch gave his Administrator's report.

He informed Council of another unfunded mandate regarding noxious weeds. He stated a work order will be issued to rid the Town public lands of all noxious weeds.

Administrator Fitch informed Council that Roger Bennett has submitted documents to the Shoreline Hearing Board appealing the recently approved Port of Friday Harbor Shoreline Substantial Development permit #65.

Attorney Eaton explained the particulars of the appeal.

Administrator Fitch informed Council of some of the preliminary traffic count results gathered in the San Juan County Road Traffic Study. He stated the traffic counters were in place from May 7<sup>th</sup> through May 22<sup>nd</sup>, 1998.

Administrator Fitch responded to various inquires from Mayor Boothman and Council.

As a non-agenda item, Administrator Fitch informed Council that the employees of the San Juan Windemere Real Estate office would like to maintain Memorial Circle Park in exchange for the placement of a plaque stating the community service they are performing. Administrator Fitch reminded Council of sign restrictions that may apply and cautioned Council to put some thought into their decision.

As an additional non-agenda item, Councilmember Wilson wanted to thank all participating high school students who helped the Sandpiper fire victims move out of their apartments.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1998

At 9:48 PM, hearing no objection, Mayor Boothman declared the meeting adjourned.

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Gary G. Boothman, Mayor

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Kelle Wilson, Town Clerk

### **Town Council – June 18, 1998 @ 12:00 PM**

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

Members present: Dickinson, King, Lackey, Sheiman, & Wilson

Others present: Town Administrator Fitch & Treasurer Picinich

Mayor Boothman led the meeting in the Pledge of Allegiance.

Councilmember Sheiman moved and Councilmember Lackey seconded to approve the minutes of the June 4, 1998 noon and 7:30 PM meetings as amended.

At 12:03 PM, Jim Hodges, Building Inspector, distributed and summarized the Building Department reports for March, April and May 1998.

Mr. Hodges responded to inquires from Mayor Boothman and the Council.

Mayor Boothman thanked Mr. Hodges for his Building Department update.

At 12:06 PM, Stan Reitan, Maintenance Supervisor, asked Council to consider funding the overtime needed to water the Town hanging flower baskets on the weekends. He stated the overtime cost would be approximately \$1,200.

Mr. Reitan responded to inquires from Mayor Boothman and Council regarding the need for watering the hanging flower baskets on the weekends.

At 12:15 PM, Mayor Boothman opened the discussion on the update of the Sandpiper Apartments fire incident. Mayor Boothman invited Former Fire Chief Rosenfeld to speak on the fire response.

Mr. Rosenfeld stated the fire response was slower than he desired. He stated that one of the reasons for the slower response time was that some of the volunteer firefighters were not on the island, which put the fire department shorthanded during this fire call.

He said due to the building codes that were in effect in the era that the Sandpiper Apartments were built, the fire moved more rapidly than it would have in a building built to modern codes. This made the fire fighting efforts difficult, because the fire moved so fast that the firefighters couldn't get ahead of the fire to stop it. He also specified that the Sandpiper had an old shake roof and shake roofs are generally very quick to burn.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1998

Mr. Rosenfeld said that safety was the Fire Department's primary goal and they were fortunate that no one was hurt.

Former Chief Rosenfeld and present Fire Chief Low responded to various questions from Council regarding, response times, a quota of volunteers being required to stay on the island and the outlawing of shake roofs.

Council asked for clarification of the exact response times.

Chief Low stated that the fire department was on the scene in 9 minutes and had water on the fire in 14 minutes from the initial dispatch fire call at 2:01 AM. He said that in a stressful situation, occasionally time seems to move slower to the bystanders who are observing. Although, Former Chief Rosenfeld interjected, the Fire Department is reviewing their procedures to see how they can improve.

As a side note, Chief Low informed Council that the new fire truck apparatus specifications are currently with Administrator Fitch.

Mayor Boothman and Council thanked both Chiefs for a job well done and asked them to carry their appreciation to the volunteer firefighters also.

At 12:34 PM, Jim Hodges, Fire Marshal, praised the volunteer firefighters work. He said the lack of functioning draft stops at the Sandpiper Apartments helped the fire to progress more rapidly. He explained the purpose of a draft stop is to slow a fire down. He stated a draft stop is usually 3/8" plywood without holes. He said the draft stops at the Sandpiper Apartments had large holes in them. He established with proper draft stopping the fire would have been much slower and more easily fought.

He updated Council on the fire investigation process. He said a sheriff deputy has been assigned to assist him in the investigation.

Mr. Hodges responded to various inquires from Council regarding the addition of multi-family routine fire inspections to help prevent this type of fire in the future, the procedure to outlaw shake roofs, and current building code rules that will apply to the rebuilding of the Sandpiper Apartments.

Mr. Hodges informed Council it would require a request to the State Building Code Council to outlaw shake roofs.

Mr. Hodges also notified Council that low flush toilets would be added to the upper floor of the Sandpiper Apartments in their rebuilding efforts.

Mayor Boothman thanked Mr. Hodges for his information.

Betty Carlberg, Red Cross representative, thanked the Town for the use of the Town fax, phones and copiers. She also thanked Councilmember Sheiman for the discounted Inn rooms given to the fire victims. Ms. Carlberg stated they have nineteen clients who have needed serious help. They have located housing for a good portion of these victims, but are still in need of some

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1998

housing. Ms. Carlberg stated the Red Cross' current budget for this fire is \$21,000. She also indicated that the fire victims are in need of dresser drawers.

Ms. Carlberg asked the Council to consider setting up temporary water, **sewer**, and electricity hookups at the bare lot next to the **sewer** plant for travel trailers to help with temporary housing.

Mayor Boothman said the Council would discuss her proposal and thanked her for her information.

Donna Alora, Presbyterian Church Interim Pastor, announced that the community response has been wonderful. She informed Council of the contents in the "Starter Kits" the church is distributing to the fire victims. She stated that the community has donated over \$10,000 to the church for the fire victims, along with furniture, bedding, towels, etc.

Mayor Boothman thanked Ms. Alora for her information.

Dave Zeretzke, San Juan County Administrative Services Director, stated that the San Juan County Commissioners had recently signed an emergency Ordinance approving 10 interim housing units at the Oaks. He stated that due to several issues the SJC Fairgrounds did not work as a long-term housing option.

Councilmember Wilson inquired about the progress of the SJC permits for modular homes at Roche Harbor.

Mayor Boothman thanked Mr. Zeretzke for his information.

At 1:25 PM, during the non-agenda portion of the meeting, Administrator Fitch explained the previously distributed letters addressed to him received from Steve Enoch, Superintendent of SJI School District #149, dated 6/15/98, 6/17/98 and 6/18/98 regarding improvements to the front of the Middle School and High School.

Councilmember King inquired if the SJI School District #149 had knowledge of the costs of the development they were proposing prior to construction beginning.

Administrator Fitch explained that the school was fully informed of all development costs during the preliminary permitting process. Although, they may not have heard or read all of the information submitted to them.

Mayor Boothman asked Administrator Fitch to contact Mr. Enoch and ask him to join tonight's evening meeting to discuss his proposal.

At 1:48 PM, Mayor Boothman issued a proclamation declaring June 20, 1998 as "Dance Happy Day" in Friday Harbor. The original proclamation will be presented to Bill and Rita Ament at the dance recital on said date.

Councilmember Sheiman moved and Councilmember Lackey seconded to approve claims and warrants #14931 through 14994 in the amount of \$317,635.04. The motion passed unanimously.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1998

At 1:49 hearing no objection, Mayor Boothman declared the meeting adjourned.

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Gary G. Boothman, Mayor

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Kelle Wilson, Town Clerk

### **Town Council –June 18, 1998 @ 7:30 PM**

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

Members present: Dickinson, King, Lackey, & Sheiman

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

Mayor Boothman led the meeting in the Pledge of Allegiance.

During the Public Access portion of the meeting, John Gresseth, 1596 Wilks Way and architect for the Churchill Square Project, presented Council with two site plan drawings of proposed Churchill Square improvements. He stated the project inclination to salvage the large rock, located at Harrison and A Street, to save the cost of removal as well as historical reasons.

Cindy Mullis, 249 A Sutherland Road, spoke of her concern regarding the dangerous congestion around Harrison and A Streets.

Steve Enoch, San Juan Island School District #149 Superintendent, asked that prior to incurring engineering costs he would like Council to comment on the design concept on the proposed improvements to the front of the Middle School and High School along Blair Avenue as outlined in his letter dated 6/17/98 to Administrator Fitch.

Mr. Enoch responded to various inquires from Mayor Boothman and Council.

Mayor Boothman thanked Mr. Enoch for his participation.

At 7:46 PM, Mayor Boothman introduced draft resolution #1116. A resolution concerning Council review of liquor license applications.

Councilmember Sheiman moved and Councilmember King seconded to adopt Resolution #1116. The motion passed unanimously.

At 7:48 PM, Mayor Boothman opened the discussion of the Turn Point/Pear Point alternative access road study.

Administrator Fitch distributed and explained the particulars while also calling Council attention to the letters received from concerned citizens regarding the alternative access options offered by San Juan County (SJC) Public Works.

At 7:54 PM, Councilmember Wilson joined the meeting.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1998

The consensus of Council was to ask staff to return to Council with a recommendation for the access option that they prefer.

Marion LaBar, Warbass Condominiums, expressed her concerns regarding parking and pedestrian passage along Warbass Way. She stated she would like to see parking eliminated on one side of the street along Warbass Way.

Mayor Boothman thanked Ms. LaBar for her input.

Administrator Fitch responded to inquires from Council regarding the SJC comprehensive plan and the transportation study.

Administrator Fitch asked Council to keep all of the distributed information and bring it to all subsequent meetings that address this issue.

At 8:10 PM, the discussion began regarding Code City formation.

Mayor Boothman explained the information he collected from several other Cities that recently changed to a Code City status. He expressed some of the advantages that they reported to him such as more flexibility, local control and creativity.

Council discussion continued regarding the merits or detriment of changing from a Town to a Code City.

Administrator Fitch and Attorney Eaton responded to various questions from Council as to said subject.

Attorney Eaton stated that the change from a Town to a Code City would not be a huge difference from what the Council is experiencing now. He clarified the difference between the Code City State delegated powers versus the Town State delegated powers.

Treasure Picinich stated her belief that the access to grants and loans would not be enhanced in any way if the Town chooses to change to a Code City.

Following discussion, the consensus of Council was to further investigate and to address the issue again on a later agenda.

At 8:54 PM, Administrator Fitch asked Council if they had any additional items to add to the agenda for the June 24, 1998 joint meeting with the Board of County Commissioners (BOCC).

Councilmember Sheiman suggested the Inter-modal study discussion be added to the joint meetings with the BOCC and the Port of Friday Harbor.

Mayor Boothman stated that SJC Commissioner Nielsen wanted to add the Comprehensive Plan Implementation Schedule to the June 24<sup>th</sup> joint meeting with the Council.

Councilmember Dickinson asked to add Emergency Housing issues to the agenda with the BOCC.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1998

Administrator Fitch asked Council to refrain from making a decision regarding the rental or purchase of any further Town property by San Juan County at the Solid Waste site until after his return from vacation on July 7<sup>th</sup>, 1998.

Administrator Fitch distributed and explained a letter dated 6/1/98 received from Laura Arnold, SJC Planning Director regarding administrative jurisdiction within the Friday Harbor water body.

Administrator Fitch asked Council to bring their inter-local agreement to the joint meeting on June 24, 1998 with the BOCC.

At 9:11 PM, Administrator Fitch asked Council if they had any additional items to add to the agenda for the July 9, 1998 joint meeting with the Port of Friday Harbor.

Councilmember Sheiman reiterated her request to add the inter-modal study on the agenda with the Port.

The consensus of Council was to delay further discussion regarding the July 9, 1998 joint meeting with the Port of Friday Harbor agenda until the 7/2/98 Town Council meeting.

At 9:16 PM, Administrator Fitch further explained the Churchill Square proposal to leave the rock in its natural state and have a diverted walkway to Harrison Street if there is enough room left. Administrator Fitch asked Council to try and maintain an eight foot sidewalk whenever possible.

Administrator Fitch informed Council that the developers need a decision of the Council preferences by July 2, 1998.

Mory Liebman, of Westside Road and manager of the Churchill Square complex, expressed the decision of Council is very important to the Churchill Square project design. He stated that it should be a long-term decision, because the design will be based on their decision and they will build around that design and would not like to see the Council change their decision in another few years.

Administrator Fitch cautioned Council to only speak in relation to road issues and not discuss other aspects of the development proposal if they visit the site with the developer.

At 9:34 PM, hearing no objection Mayor Boothman extended the meeting until 9:45 PM.

At 9:35 PM, during the Administrator's report portion of the agenda, Administrator Fitch asked the Council's opinion regarding Mr. Enoch's, SJI School Superintendent, proposal as outlined in the letter from Mr. Enoch to Administrator Fitch dated 6/17/98.

Administrator Fitch clarified the proposal. It was the consensus of Council to approve the design concept as proposed with the understanding that this is not an exchange for any property or a future reduction in the utility hookup fees.

Administrator Fitch informed Council of the receipt of the SJC Comprehensive Plan. He suggested that Consultant Jim Slocomb read the plan and report back to Council.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1998

Councilmember Sheiman suggested Consultant Slocomb become an employee of the Town of Friday Harbor.

Administrator Fitch informed Council of the receipt of the 121 page long specification package for the new fire truck from the Fire Department.

Administrator Fitch reminded Council of Maintenance Supervisor Reitan's earlier request regarding the funding of overtime for watering hanging flower baskets in the Town of Friday Harbor.

It was the consensus of Council to allow the overtime and request Treasurer/Finance Officer Picinich to amend the 1998 Budget.

At 9:45 PM, Councilmember Sheiman moved and Councilmember Lackey seconded to go into executive session to discuss pending litigation. The motion passed unanimously.

At 9:58 PM, Councilmember Sheiman moved and Councilmember Lackey seconded to return from executive session. The motion passed unanimously.

No action was taken in executive session.

During the non-agenda portion of the agenda, Administrator Fitch further explained the Churchill Square proposal.

Councilmember Wilson stated that the top rail at Sunken Park needs some weather protection. Mayor Boothman suggested it would be a good W.I.N. (Work Involvement Now) project.

Councilmember Dickinson updated Council concerning her recent "Homes for Islanders" meeting.

Administrator Fitch asked Council to remember the zoning laws within the Town of Friday Harbor when considering requests such as made by Ms. Carlberg at the noon meeting today. He asked that Council keep multi-family residential dwellings within multi-family residential zoning. He reminded Council that the bare land across from the sewer treatment plant is zoned single-family residential.

The consensus of Council was to continue the meeting until June 24<sup>th</sup>, 1998 for a joint meeting with the Board of County Commissioners.

At 10:10 PM, Councilmember Sheiman moved and Councilmember Lackey seconded to adjourn. The motion passed unanimously.

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Gary G. Boothman, Mayor

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1998

Kelle Wilson, Town Clerk

### Town Council – June 24, 1998 @ 1:30 PM

The Town Council met in continued regular session for their quarterly joint meeting with the Board of County Commissioners (BOCC), Mayor Boothman presiding.

Members present: Dickinson, Lackey, King, & Wilson  
Others present:

County Commissioners present: Evans, Miller, and Nielsen  
SJC staff present: Planning Director Arnold and Public Works Director Loewen

Mayor Boothman led meeting in the Pledge of Allegiance.

Commissioner Nielsen was the chair of the meeting. Chair Nielsen opened the discussion on the Harbor Boundary Line Update.

The Council, BOCC, and staffs discussed various aspects of same.

Discussion continued regarding concerns about the Town's urban growth area, and the regulatory authority at the Port of Friday Harbor.

Council asked that the Harbor Boundary Line Update be placed on the agenda for the joint Port of Friday Harbor and Town Council meeting on July 9<sup>th</sup>, 1998.

At 1:37 PM, Chair Nielsen opened the discussion on the Turn Point/Pear Point Traffic Study.

Ron Loewen, Public Works Director, explained the Turn Point/Pear Point Traffic Study costs have increased from approximately \$20,000 to approximately \$35,000 due to a recent Environmental Impact Statement (EIS).

He explained that the Turn Point/Pear Point Study involves density as well as transportation analysis. He expressed that the population density analysis will be very important to the project. He stated that the density analysis is going to be built out at ½ acre, 1 acre, 5 acre and 10 acre parcels.

Mr. Loewen outlined the four alternative routes suggested to redirect traffic to Turn Point/Pear Point. Option #1 as the Warbass/Harrison route, which is currently being used. Option #2 would be to gain access through the gravel pit, which would necessitate some sort of closure along Turn Point Road. Option #3 would be along Dougherty Lane, which has the steepest grades. Option #4 is to connect to Turn Point/Pear Point along Grover Street, which would impact the Friday Harbor Elementary School. He mentioned the possibility of using Malcolm Street instead of Grover Street.

Mr. Loewen explained the process that will be used to choose between the four options.

Mr. Loewen responded to questions from Mayor Boothman, Council, and staff regarding design elements, the cost of the new road, comments letters, and the timelines of the project.

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Mr. Loewen expressed his surprise at the traffic count along Spring Street. He said that approximately 10,000 vehicles per day were counted. He stated this compares to small arterials in Seattle.

Mr. Loewen indicated that the County consultant should be back within a week or two with a recommendation for the direction of the EIS scope executed in early June.

Mayor Boothman suggested the Town mail out a letter to residents east of Argyle Street notifying them of the Turn Point/Pear Point alternatives.

At 1:58 PM, Chair Nielsen opened the discussion of the Solid Waste Transfer Site.

Ron Loewen explained the particulars of the additional space that SJC would like to acquire from the Town at the Sutton Road Solid Waste Transfer site.

Councilmember Lackey recommended committing the request to the Town staff to consider the Town's current development plans at said site.

Mayor Boothman asked the BOCC if they would like to purchase the transfer site in its entirety. Commissioner Miller said that was a possibility, but they had no real desire to buy a landfill.

Councilmember Lackey suggested that the request by SJC for additional space at the Solid Waste Transfer site be placed on the next Town Council agenda after Administrator Fitch returns from vacation.

Commissioner Evans suggested a shared County/Town stock piling site for Public Works.

At 2:10 PM, Chair Nielsen opened the Inter-modal Study discussion.

Consensus was that the discussion was stymied because both groups were still waiting for the final attachment of the draft memorandum of understanding from the Port of Friday Harbor.

At 2:12 PM, Chair Nielsen opened the SJC Comp Plan Implementation Schedule discussion.

Laura Arnold, Planning Director, distributed and explained the particulars of SJC Resolution #60-1998, adopting implementation strategy and adoption schedule for implementing the 1998 Comprehensive Plan and Unified Development Code.

At 2:28 PM, Chair Nielsen opened the emergency housing discussion.

It was reiterated that six families were still in need of housing within walking distance to the Town of Friday Harbor.

Commissioner Nielsen asked if the Town has approved zones for transient people.

Mayor Boothman clarified the Town's current zoning designations.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1998

Commissioner Evans suggested a BOCC and Town Council jointly funded advertisement be placed in the local paper appealing to the community for additional housing options.

Mayor Boothman suggested adding the funding of said advertisement to the next regular scheduled Council meeting.

At 2:37 PM, Councilmember Lackey left due to a work commitment.

At Councilmember Wilson's inquiry Commissioner Nielsen stated that Julie Knight is the Emergency Services Coordinator for SJC and has been working actively with the Red Cross.

At 2:45 PM, the BOCC and Council agreed that the next joint meeting agenda items would be the Turn Point/Pear Point Study, the local emergency services planning group update, and the Solid Waste Transfer site issue.

At 2:47 PM, Councilmember King moved and Councilmember Dickinson seconded to adjourn. The motion passed unanimously.

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Gary G. Boothman, Mayor

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Kelle Wilson, Town Clerk

### **Town Council – July 2, 1998 @ 12:00 PM**

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

Members present: Dickinson, King, Lackey, Sheiman, & Wilson  
Others present: Treasurer Picinich

Mayor Boothman led the meeting in the Pledge of Allegiance.

There were no public access items forthcoming.

Mayor Boothman opened the discussion regarding the joint funding with San Juan County of a display advertisement regarding housing needs for the Sandpiper Apartments fire victims.

Mayor Boothman asked Mona Meeker, San Juan Island Red Cross Coordinator, to give an update of the housing accommodations that have been located by the Red Cross for the Sandpiper Apartments fire victims.

Ms. Meeker updated Council regarding living arrangements and stated that arrangements have been located for all of the fire victims with the exception of two families.

Mayor Boothman thanked Ms. Meeker for her update.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1998

The consensus of Council was not to jointly fund the display advertisement appealing for more housing accommodations.

At 12:06 PM, Fire Chief Low reported that his department received five fire calls in the month of June. One of the fire calls was a non-explosive level propane leak located at Northern Energy. He stated that the Fire Department is planning an open house on July 18<sup>th</sup> from 10:00 AM through 1:00 PM to familiarize the public of the procedures observed when responding to a Fire, inclusive of manpower, equipment, response times, etc.

Chief Low responded to questions from Council regarding number of volunteers currently on the roster and the possible addition of an alarm system for the Northern Energy propane tank.

Councilmember Sheiman suggested the Mayor send a letter suggesting Northern Energy add an alarm system to their propane tank.

It was the consensus of Council to address the issue with Fire Marshal Hodges after his return from vacation.

There was not a Sheriff Department report forthcoming.

At 12:14 PM, Maintenance Supervisor Reitan reported that the equipment for the Water Treatment Plant Phase III project should arrive shortly. He stated that the water reservoir is 16" below the spillway, while last year at this time it was ½" below the spillway. He covered the activities of the water department crew, including a water break on the Turn Point line and recently installed hydrants. The **Sewer** Department has had two pumps down at the pumpstations, the clarifier is undergoing maintenance, **and sludge is currently being hauled to South Sound Soils in Tenino**. The Street Department is finishing up the Blair Street project and should be starting on Reed Street in approximately two weeks. Mr. Reitan stated that the Refuse Department is functioning very well, largely due to the hard work of Roger Sandwith. The Parks Department is currently weeding around Town trees and refinishing benches, and has completed the painting of the handrail leading from First Street to the Port of Friday Harbor parking lot.

Mr. Reitan responded to inquiries regarding benches, weekend trash collection, Fourth of July parade preparations, algae levels and THM results. Mr. Reitan stated the refuse crew would be taking time compensation for weekend work.

At 12:30 PM, Nancy Larsen, Water Conservationist and Historic Preservation Coordinator, distributed and summarized the June Water Conservation and Historic Preservation Status Report.

She stated that the low water use shower heads and faucet aerators are currently being installed at Wisteria Court Apartments and Cannery Village Condominiums.

She informed Council of the receipt of a scholarship to attend the National Alliance of Preservation Commission Forum in Denver, July 29 – August 2, 1998.

Councilmember Sheiman made inquiry to why the Town was using unlicensed plumbers to perform the installations of the retrofitting project. Ms. Larsen stated that after discussions with

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1998

Administrator Fitch and Jim Cahail, of Orcas Power and Light, the decision was made that a licensed plumber was not warranted to perform such a common task.

Mayor Boothman thanked Ms. Larsen for her report.

At 12:34 PM, Permit Coordinator Jones distributed and summarized the Planning Department Projects as of 7/2/98. He stated that the Planning Department has had no new projects in the month of June and is currently in a "catching up" mode.

Mr. Jones responded to various inquires from Council regarding various land use issues and sign ordinance enforcement.

Mayor Boothman thanked Mr. Jones for his report.

There was not a Building Department report as Building Inspector Hodges was on vacation.

At 12:40 PM, System's Administrator Dubail distributed and summarized the June System Administration Department Activity Summary, an "Intranet" information handout, and a Town of Friday Harbor Web Page site map.

Mr. Dubail responded to various inquires from Council and Mayor Boothman regarding the public's access to Town business forms through the new Web site and the possibility of using e-mail to notify the public of land use issues near their property.

Mayor Boothman thanked Mr. Dubail for his report.

At 12:57 PM, under the non-agenda items portion of the meeting, Councilmember Sheiman passed out a letter she received from Michael Walbrecht, Warner Bros., Studio and Production Affairs dated 6/23/98 regarding the economic impact figures on the movie Practical Magic in Washington State.

Councilmember Sheiman also updated Council on her recent attendance at the Economic Development Conference in Moses Lake. She stated that the Department of Ecology's unfunded mandates were a major topic at the conference, along with infrastructure, and fiberoptic phone lines.

Treasurer Picinich informed Council that the budget amendment public hearing would be held on August 6, 1998.

Councilmember Dickinson asked what protocol is regarding the access to Town staff. Mayor Boothman stated his policy regarding access to staff.

Councilmember Sheiman suggested the discussion be placed on a future agenda.

Councilmember Sheiman moved and Councilmember Dickinson seconded to approve payment of payroll warrants #6038 through 6114 in the amount of \$123,116.03 and claims warrants #14999 through 15035 in the amount of \$37,707.84. The motion passed unanimously.

At 1:14 PM, hearing no objection, Mayor Boothman declared the meeting adjourned.

# MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1998

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Gary G. Boothman, Mayor

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Kelle Wilson, Town Clerk

## **Town Council – July 2, 1998 @ 7:30 PM**

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

Members present: Dickinson, King, Lackey, Sheiman, & Wilson  
Others present: Attorney Eaton, & Treasurer Picinich

Mayor Boothman led the meeting in the Pledge of Allegiance.

During the public access portion of the meeting, Dick Morrison, of 1994 Miller Road, asked that the Mayor and Council write a letter to the FCC regional field office in support of the local radio station.

Mayor Boothman said if Mr. Morrison would deliver the address of the FCC regional field office to the Town Clerk, he would be glad to draft a letter and bring it before Council.

At 7:32 PM, Mayor Boothman opened the public hearing regarding an application by William Giesy for a Variance from the FHMC building set back requirements at 435 Hillcrest Place.

Permit Coordinator Jones described the particulars of the Town staff report dated 6/24/98 regarding application for Variance #22 from William Giesy. Mr. Jones also stated that he had not heard any negative comments from the three neighbors who contacted him regarding Variance #22.

Hearing that the applicant did not wish to address Council and hearing no further additions or questions from the staff or audience, Mayor Boothman closed the public hearing portion of the meeting.

Councilmember Lackey moved and Councilmember Sheiman seconded to approve Variance #22 and request staff draw up supporting findings of fact and conclusions of law. The motion passed unanimously.

At 7:41 PM, Mayor Boothman opened the discussion of the agenda items for the joint Port of Friday Harbor and Town Council meeting scheduled for July 9, 1998. The consensus of Council was to follow the previously distributed subject topics suggested by Port Director Simpson.

Not wanting to miss any public input for the 8:05 PM scheduled discussion regarding the sidewalk and street design near the Churchill Square building, Mayor Boothman opened the discussion of non-agenda items.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1998

Councilmember Dickinson stated she would not be present during the July 16<sup>th</sup>, 1998 evening meeting.

Councilmember Sheiman said she spoke with Don Shepard of Northern Energy regarding the recent fire call involving their propane tank. She stated that Mr. Shepard has volunteered to paint Northern Energy's propane tanks with fire retardant paint.

Mayor Boothman opened the discussion regarding the receipt of two liquor license applications. One application was from the Thai Kitchen located at 42 First Street and the other application was from the Gourmet's Galley located at 9 Spring Street. The consensus of Council was to take no action against the request for the liquor licenses.

At 7:50 PM, Mayor Boothman opened the discussion of sidewalk and street design at Harrison and A Streets adjacent to the Churchill Square building.

John Gresseth, of 1596 Wilks Way and Churchill Square Architect, described the exhibited architect drawing to Council.

Mr. Gresseth answered questions from Council regarding the reasonableness of protecting the large rock at the project, traffic visibility at the site, and the elimination of parking spaces and power lines.

Attorney Eaton reminded Council that they may let the Churchill Square project use the public right-of-way for a period of time, but may not franchise that area indefinitely.

Council consensus was to continue the discussion at the July 16, 1998 meeting when Administrator Fitch, who is also the Town Traffic Engineer, could be present.

At 8:16 PM, Mayor Boothman declared a short recess.

At 8:23 PM, Mayor Boothman opened the discussion of duplicate or similar street names.

Permit Coordinator Jones explained his previously distributed list of property owners who may be affected by possible street name changes. Mr. Jones voiced that very few people will be affected by the street name changes.

Discussion continued regarding notification and renaming procedures that should be used in this process.

It was the consensus of Council to ask Historical Preservation Coordinator Larsen to submit a list of historical names to Council to contemplate in the renaming of Town streets. The Council also agreed to follow Permit Coordinator Jones' suggestion of changing the names of the least populated duplicate or similar named streets.

As another Non-agenda item, Treasurer Picinich informed the Mayor and Council of the pending arrival of the state auditor on July 13<sup>th</sup>, 1998.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1998

At 8:34 PM, Councilmember Sheiman moved and Councilmember Lackey seconded to go into executive session to discuss pending litigation for approximately 15 minutes. The motion passed unanimously.

At 8:55 PM, Councilmember Sheiman moved and Councilmember Lackey seconded to come out of executive session. The motion passed unanimously.

No action was taken in executive session.

Councilmember Sheiman moved and Councilmember Lackey seconded to authorize Attorney Eaton to sign Stipulation & Order Shoreline Hearing Board #98-30 authorizing the Port of Friday Harbor to proceed with all work on Permit #65 except work involving the four finger floats on the east side of the Spring Street Pier. The motion passed unanimously.

At 8:57 PM, Councilmember Lackey moved and Councilmember Sheiman seconded to adjourn and continue the meeting to July 9, 1998 at noon for a joint meeting with the Port of Friday Harbor Commissioners. The motion passed unanimously.

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Gary G. Boothman, Mayor

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Kelle Wilson, Town Clerk

### **Town Council – July 9, 1998 @ 12:00 PM**

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

Members present: Dickinson, King, Lackey, and Sheiman

Others present: Port of Friday Harbor Commissioners: Calvert, Hertel, and Nash, Town Administrator Fitch, Port Director Simpson.

Mayor Boothman led the meeting in the Pledge of Allegiance.

It was previously decided that Port Commissioner Hertel would chair the meeting.

Council, Port Commissioners and staffs took up discussion of the Harbor Boundary Lines and reviewed the Harbor Boundary Map prepared by San Juan County.

Administrator Fitch stated that no changes have been made to the Harbor Boundary Map that was viewed at the March 12, 1998 joint Council/Port meeting. He said the RCW's are very specific regarding how to interpret the jurisdiction lines. He stated that Jeff Iverson did a survey of the harbor for San Juan County (SJC). He clarified that the administrative boundary line has no basis in law, and is only for the purpose of designating which municipality would administer land use issues in that territory under an Inter-local agreement.

Port Commissioner Hertel suggested the Port of Friday Harbor pay to have an additional survey executed to see if the results of the jurisdiction line remain the same. Administrator Fitch suggested that the Port have their legal counsel speak with the SJC Prosecuting Attorney prior to

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1998

taking any action regarding a survey. He stated that the Prosecuting Attorney was pretty adamant regarding the present interpretation of the RCW's from the survey completed by Mr. Iverson.

Port Commissioner Calvert suggested the Town of Friday Harbor annex the Friday Harbor Laboratory (Labs) land. Administrator Fitch explained that the SJC Urban Growth Area Map did not designate the Friday Harbor Labs as a possible annexation area for the Town and per the guidelines of the GMA process the map should not be changed for 5 to 10 years.

Port Director Simpson reported that the Port and the Labs currently have an Inter-local Agreement for the control of pollutants in Beaverton Cove.

Discussion continued regarding the advantages of the Town of Friday Harbor having sole jurisdiction over the Port of Friday Harbor including; leasehold revenues, property tax revenues, and enforcement issues.

Councilmember Sheiman asked Administrator Fitch if the Town has any recourse against SJC if they are in disagreement with the interpretation of the jurisdiction line. Administrator Fitch did not deem the Town had any recourse.

At 12:20 PM, the Council, Port Commissioner, and staffs took up discussion of the Inter-modal Transportation Study.

Chair Hertel passed out revised concept drawings of Inter-modal transportation elements along Front Street West from Circle Park and briefed the meeting on the status of the draft drawings. He stated the Port would be considering the adoption of these elements in the Fall of 1998.

Councilmember Sheiman reminded the Port that Washington State DOT has not allocated any funds to help with the proposed improvements at this time.

Councilmember Lackey suggested using Leasehold Tax Funds to fund a pedestrian walkway at the ferry terminal.

Discussion continued on various vehicle and pedestrian traffic issues pertinent to the Town and Port including the suggestion of an overhead walkway to expedite the unloading of pedestrian ferry traffic.

Port Commissioner Hertel urged Council to move forward on the Town's vehicle and pedestrian traffic flow plans in this area.

Port Commissioner Hertel asked that the walkway at the Port, along with the Inter-Modal discussion be placed on the next joint Council/Port meeting agenda.

At 12:37 PM, Chair Hertel opened the discussion of economic development in Friday Harbor and the annexation of the airport, as he felt the two were related.

Chair Hertel explained that the airport is an economic "hub" just like the port marina. He stated the Port would like the Town to annex the airport so that the infrastructure can be established and the development of the Port's property can move forward.

Mayor Boothman stated the land capacity analysis shows that several properties in Town are still available for development by private industries.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1998

Port Commissioner Calvert expressed that the Port does not wish to compete with private industry. He said development at the airport might attract new businesses that do not have the square footage available in the private sector to locate their businesses in Friday Harbor.

Councilmember Sheiman stated her concern regarding the costs of water and **sewer** expansion. Administrator Fitch stated that the developer could be made to pay those expansion costs.

It was the consensus of Council to place the possible annexation of the airport on the Town Council agenda after the Economic Development Committee report is completed.

At 12:54 PM, Chair Hertel opened the discussion of the "Shallow Water" project. He stated that the Port is moving forward on the "W" dock project, excluding the area currently under appeal by Roger Bennett. He stated that one of the advantages to the "W" dock project was the improved accessibility to the public.

Discussion continued regarding the particulars of the "W" dock project.

Port Commissioner Calvert informed Council of a Department of Revenue recent change in sales tax collection regarding the sale of a yacht. He stated that the sales tax is now required to be paid to the location in which the yacht is moored, rather than the point of sale of the yacht. He wanted the Town of Friday Harbor to be aware of the implications of this change.

Councilmember Lackey suggested that Mayor Boothman write a letter to the Department of Revenue. Mayor Boothman asked Mr. Calvert to get the particulars of the yacht sales tax change to him so he could formulate a letter.

At 1:02 PM, Councilmember Sheiman moved and Councilmember Lackey seconded to adjourn. The motion passed unanimously.

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Gary G. Boothman, Mayor

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Kelle' Wilson, Town Clerk

### **Town Council – July 16, 1998 @ 12:00 PM**

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

Members present: Dickinson, Lackey, Sheiman, & Wilson

Others present: Town Administrator Fitch, & Treasurer Picinich

Mayor Boothman led the meeting in the Pledge of Allegiance.

The minutes were approved as submitted.

As a non-agenda item Don Shepard, PO Box 2295, Friday Harbor and Manager for the Friday Harbor Northern Energy Propane Company explained to Council the particulars of a recent propane leak.

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At 12:03 PM, Councilmember King joined the meeting.

Mr. Shepard informed Council that Northern Energy is planning to paint the propane tanks within two weeks with a fire-resistive tumescent paint that will afford a sixty minute insulated barrier to fire exposure. He stated that the small tanks will no longer have propane in them and all propane will now be in the larger storage tanks. He invited anyone within the Town organization to participate in training classes sponsored by Northern Energy and gave his contact phone number.

Councilmember Wilson inquired about the cost of an alarm system.

Mr. Shepard informed Council that an alarm system would cost approximately \$3000. He explained that the alarm system would be a relatively simple alarm that would not notify either the Sheriff or Fire Departments.

Councilmember Sheiman suggested the Fire Department take advantage of the training offered by Northern Energy.

Chief Low agreed the training would be an asset to the Fire Department.

Mayor Boothman thanked Mr. Shepard for his input.

At 12:08 PM, Chief Low informed Council of two recent fire calls. One was a relatively simple car fire in the downtown core and the other was an alarm at the Friday Harbor Elementary School. He stated this was the third alarm at the Elementary School. He stated the alarm is the result of the build up of humidity following the cleaning of the school rugs. He expressed that if the school maintenance crew would turn on the air conditioning, it would alleviate the alarm problem.

Council suggested giving the San Juan Island School District Superintendent's Office a call informing them of the problem and the solution.

Chief Low reminded Council of the Fire Department Open House on July 18<sup>th</sup> between 10:00 AM and 2:00 PM.

Mayor Boothman thanked Chief Low for his reminder.

At 12:12 PM, Mayor Boothman opened the discussion on the sidewalk and street design at Harrison and A Streets adjacent to the Churchill Square building.

Administrator Fitch stated that he felt uncomfortable giving a recommendation to Council due to the absence of a current survey of the property. He stated, if pressed for a decision, that his recommendation would be to remove as much rock as possible back to the owner's property lines retaining the 60-foot right-of-way.

Councilmember King asked and received clarification on the definition of a Franchise Agreement.

Discussion continued regarding right-of-way, insurance legalities, the appearance of fairness to other developers in the past and future, pedestrian and vehicular site distance and the costs of

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1998

the developer removing the rock now versus the cost to the Town of Friday Harbor taxpayers to remove the rock at a later date.

Council agreed that the Churchill Square Architect design drawing submitted on July 2, 1998, reflecting no greenbelt on Harrison Street, was the preferred design.

At 12:35 PM, Mayor Boothman opened the discussion of the support for the local radio station.

Council approved the letter dated July 8, 1998, addressed to the Federal Communications Commission, as drafted by Mayor Boothman.

At 12:37 PM, Mayor Boothman opened the discussion of an amendment to the Liquor License application from the Thai Kitchen on 42 – 1<sup>st</sup> Street.

After discussion, the consensus of Council was to continue to take no action on the Liquor License application.

At 12:40 PM, Mayor Boothman introduced draft resolution #1119 awarding the 1998-99 fuel supply bid. Administrator Fitch explained the particulars of said resolution.

Councilmember Sheiman moved and Councilmember Dickinson seconded to approve Resolution #1119 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 August 1<sup>st</sup>, 1998 through July 31<sup>st</sup>, 1999. The motion passed unanimously.

At 12:43 PM, Councilmember Dickinson left to catch a ferry.

At 12:43 PM, Mayor Boothman opened the discussion of the disposition of the Solid Waste Facility property.

Administrator Fitch explained the particulars of the proposal for additional space at the Solid Waste Facility received from San Juan County (SJC) Public Works. He also noted that some of the provisions of the lease signed by SJC on 11/30/94 have yet to be completed.

Council discussed the possible trade of the Town Solid Waste Facility property for the former SJC Public Works site at 1000 Guard Street along with the environmental liabilities that stay with each piece of property.

Dan Leidecker, PO Box 36, Eastsound and owner of San Juan Sanitation Company, explained the 80 feet wide by 25 feet deep dimensions of the area needed for three switch out boxes and one roll-out truck at the Solid Waste Facility.

Councilmember Sheiman indicated that she would like to visit the site prior to making any decisions.

Discussion continued regarding the Town's development plans for the site, the anticipated refuse rate increase from SJC Solid Waste in January of 1999 and fulfillment of conditions of the current land lease.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1998

The consensus of Council was to ask Public Works Director Loewen, Mr. Leidecker and Commissioner Nielsen to address Council on a future agenda to better assess the proposal.

At 1:27 PM, Mayor Boothman introduced draft resolution #1118 authorizing the Town Treasurer to initiate an Inter-fund loan between the Current Fund and the Fire/Refuse Bond Redemption fund. Treasurer Picinich explained the particulars of said.

Councilmember Lackey moved and Councilmember King seconded to approve Resolution #1118 as stated. The motion passed unanimously.

During the non-agenda portion of the meeting, Councilmember Lackey said that the Information Management Plan needs to be updated due to the Internet and other technological changes.

Councilmember Sheiman discussed the receipt of a letter from Consultant Slocomb regarding his contract status with the Town of Friday Harbor. Councilmember Sheiman expressed her happiness with the excellence of Mr. Slocomb's work product along with the opinion that Mr. Slocomb's employment contract needs to be reevaluated.

Mayor Boothman informed Council that Frank Byrne has received a Water Treatment Plant Operator #1 Certificate of Competency from the Department of Health.

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

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Gary G. Boothman, Mayor

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Kelle Wilson, Town Clerk

### **Town Council – July 16, 1998 @ 7:30 PM**

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

Members present: King, Lackey, Sheiman, & Wilson

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

Mayor Boothman's led the meeting in the Pledge of Allegiance.

There were no public access items forthcoming.

At 7:31 PM, Mayor Boothman opened the Public Hearing for the application by San Juan Island School District #149 (SJISD) for the Conditional Use Permit #44 to use 650 Park Street as a community facility and instructed the meeting in the procedure that would be followed.

Permit Coordinator Jones described the particulars of the staff report dated July 10, 1998. He reported receiving no letters from anyone in regards to said project although he had spoken on the phone with some of the neighbors.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1998

Marion Weber, 720 Park Street and owner of King Typesetting asked that the use of the existing house located at the subject property be further clarified.

At Councilmember Sheiman's inquiry Cal Johnson, Athletic Director for SJISD stated that the School does not have any current plans for the existing structure other than to lodge some of the crew currently working on the school remodel project.

Councilmember Wilson suggested that the fence that is recommended by staff on the athletic field side of the property have a maximum height of four feet.

Councilmember Sheiman again inquired about the allowable uses of the structure under Conditional Use Permit #44. Permit Coordinator Jones clarified that the structure was not a part of the Conditional Use Permit. He stated that the structure is currently used as a single-family residential dwelling and to change this use the school would need to re-apply for another Conditional Use Permit.

At 7:56 PM, Mayor Boothman closed the hearing for public input, noting that the Council reserves the right to reopen the public input portion of the hearing at a later time or date, and opened the hearing for Council deliberation.

Councilmember Sheiman moved and Councilmember Lackey seconded to approve Conditional Use Permit #44 as presented by staff with the additional conditions that the use of the structure on the subject property remain single-family residential and the word minimum be deleted from the said staff report, page 4, RECOMMENDATION condition #2; regarding the height of westerly boundary fence and to further direct staff to prepare Findings of Fact and Conclusions of Law. The motion passed unanimously.

At 7:56 PM, Mayor Boothman reopened the public access portion of the meeting.

Ron Wilson, 540 Lawson Place and ex-deejay for the radio frequency 102.1 asked if he could bring in recording equipment to record the Council sessions for the purpose of editing and later broadcasting the meetings to the public. He stated that this would benefit the Council by bring more community awareness. He stated he would edit for highlighting purposes and would not use the Council's words in a slanderous fashion.

Mayor Boothman stated that Mr. Wilson's request will be placed on a future agenda and thanked Mr. Wilson for his input.

At 8:04 PM, Administrator Fitch gave his Administrator's report.

Administrator Fitch inquired about the notification process to be followed in regards to the Turn Point/Pear Point Road alternative route project.

Mayor Boothman clarified that he would like to see the property owners notified along each of the proposed roadway alternatives. Council gave their approval to Mayor Boothman to formulate a letter to these property owners.

At 8:14 PM, Mayor Boothman introduced draft ordinance #1088, 1089 and 1090 regarding sewer use regulations, sewer rates and charges, and a sewer rate table.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1998

Administrator Fitch explained the particulars of said.

At 8:22 PM, Mayor Boothman opened the Public Hearing to review the Six Year Transportation Improvement Plan for the years 1999 through 2004 and instructed the meeting in the procedure that would be followed.

At Ron Wilson's inquiry regarding the need for additional Turn Point/Pear Point Road access, Administrator Fitch explained that future density issues might necessitate the need for an alternative route to this area of the island. He further explained the funding and State required process that municipalities must follow.

At 8:34 PM, hearing no further comments, Mayor Boothman closed the public input portion of the public hearing on the Six Year Transportation Improvement Plan.

Administrator Fitch indicated that other than the Front Street turn around project the Inter-model Transportation Study projects are not in the 1999-2004 road plan.

Councilmember Lackey moved and Councilmember Sheiman seconded to adopt Resolution #1117 providing for a Six Year Transportation Improvement Program for the years 1999 through 2004. The motion passed unanimously.

At 8:38 PM, Mayor Boothman reopened the discussion of draft ordinances #1088 through 1090.

It was noted that under Section 13.24.070 the word as stated "side~~sewer~~" should be expressed as two words: "side sewer".

After further discussion Councilmember Lackey moved and Councilmember King seconded to adopt Ordinance #1088 as amended providing for the regulation and use of the Town Sewer System and repealing those other Ordinances or portions thereof that are in conflict herewith. The motion passed unanimously.

Councilmember Lackey moved and Councilmember King seconded to adopt Ordinance #1089 regulating sewer rates and charges and repealing those other ordinances or portions thereof that are in conflict herewith. The motion passed unanimously.

Councilmember Lackey moved and Councilmember King seconded to adopt Ordinance #1090 creating sewer rate tables. The motion passed unanimously.

During the non-agenda portion of the meeting, Councilmember Sheiman stated she would attain and distribute to Council the 1<sup>st</sup> draft of the Rural Development Brochure.

Councilmember Sheiman stated that the sample Film Guidelines from the Cities of Seattle and Tacoma are in Administrator Fitch's office.

Mayor Boothman suggested that the Film Guidelines discussion might be a good joint Town Council and San Juan County Commissioner agenda item.

At 9:12 PM, hearing no objection, Mayor Boothman declared the meeting adjourned.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1998

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Gary G. Boothman, Mayor

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Kelle Wilson, Town Clerk

### **Town Council – August 6, 1998 @ 12:00 PM**

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

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

Mayor Boothman led the meeting in the Pledge of Allegiance.

The minutes of the 7/9/98 noon and 7/16/98 noon and 7:30 PM meetings were approved as amended.

There were no public access items forthcoming.

At 12:02 PM, Mayor Boothman opened the Public Hearing for the 1998 amended Town Budget.

Hearing no public input, Mayor Boothman asked Fire Chief Low to give his departmental report.

Chief Low reported that his department responded to six incidents since his last report. The most recent and serious call being a wildland brush fire in a field at the end of Grover Street. He reported that San Juan Fire District #3 is requesting the Town Fire Department respond to wildland fires within a two-mile radius of Town limits. In addition, the Town Fire Department is requested to wait for Fire District #3 personnel to arrive on the scene before attempting to extinguish the fire.

Council did not see the logic in this request and asked Chief Low to attain clarification.

Chief Low responded to various inquiries from the Mayor and Council. Council reported the appreciation from the homeowners on Hunt Street for the containment of the wildland fire on Grover Street. Chief Low stated that some of the credit should be given to Fire District #3.

Mayor Boothman thanked Chief Low for his report.

At 12:12 PM, Sheriff Cumming stated his department began a preliminary evacuation of the Hunt Street residents due to the wildland fire on Grover Street. He stated the probable cause of the fire was fireworks. Sheriff Cumming remarked that the traffic revision at the Argyle and Spring Street Intersection is working well. He said that the fire at the Sandpiper Apartments has been officially designated as suspicious. He said the Washington State Insurance Council has funded an information solicitation reward of \$10,000 regarding the Sandpiper fire.

Sheriff Cumming responded to various inquires from the Mayor and Council.

Mayor Boothman thanked Sheriff Cumming for his report.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1998

At 12:18 PM, Mayor Boothman closed the public input portion of the 1998 amended Town Budget public hearing and asked Council if they had any inquiries of staff.

Administrator Fitch explained the procedures of the budget amendment process.

Treasurer Picinich responded to various inquires regarding the amended budget recommendations.

Mayor Boothman thanked Treasurer Picinich for her work on the budget.

At 12:32 PM, Maintenance Supervisor Reitan reported on the current reservoir level (30" below spillway), rainfall, water usage, water production, and Water Department projects. He updated Council on Sewer Department projects in progress and reported a recent vehicular accident that happened outside of Mount Vernon on the return trip from hauling sludge to Tenino. Mr. Reitan reported that the other departments are functioning well.

At 12:42 PM, Treasurer Picinich left to catch a ferry.

Mr. Reitan responded to various inquires regarding Park Street, the Hunt Street fire hydrant, Department of Ecology discharge permit fees and brush cutting.

Mayor Boothman thanked Mr. Reitan for his report.

At 12:46 PM, Permit Coordinator Jones distributed and summarized the Planning Department Activity Report dated 8/6/98. He stated multi-family residential development has slowed due to the maximum nine-unit restriction applied during the Growth Management Act process. Mr. Jones reported working with Mike Deegan from the Water Department in the development of a Town hydrant map. Mr. Jones responded to various inquires from the Council.

Administrator Fitch reported a request by Rick Galer, County Fire Marshal, for 12 new fire hydrants to be located along the transmission lines from Trout Lake to Town. Administrator Fitch responded to inquires regarding cost, water pressure and the benefit to the Town.

Mayor Boothman thanked Mr. Jones for his report.

At 12:53 PM, Building Official Hodges summarized the previously distributed Building Department Activity Report for July. He additionally informed Council that a fire hazard form letter is being mailed to Town property owners with excessively high grass.

Following Councilmember Dickinson's inquiry, Mr. Hodges informed Council of the San Juan Island Middle School construction progress.

At 1:03 PM, Steve Dubail, 730 Hunt Street and System Administrator for the Town of Friday Harbor stated his appreciation of the Town Fire Department response to the fire at the end of Grover Street. Mr. Dubail stated the necessity to take each Councilmembers picture for the Town's Web page.

Mayor Boothman thanked Mr. Dubail for his input.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1998

Mayor Boothman expressed appreciation for the Red Cross for their assistance with food and drink for the volunteer firefighters at each substantial fire.

At 1:10 PM, Mayor Boothman gave the Fire Department Committee update. Discussion followed regarding the current mutual aid agreement with Fire District #3.

Councilmember Sheiman suggested the committee members keep the Town volunteer firefighters well represented.

Mayor Boothman suggested using the Mutual Aid Contract to define communication, training and administration issues.

Councilmember Lackey suggested Council budget for a half-time Fire Chief in 1999.

At 1:35 PM, Councilmember Wilson moved and Councilmember Lackey seconded to extend the meeting to 1:45 PM. The motion passed unanimously.

Councilmember Lackey reminded Council that the Web page up-keep would require additional funding. He suggested the possibility of utility customers paying their Town bills on-line and the institution of a paperless office within 2 or 3 years.

Councilmember Sheiman reported on her recent tour with Administrator Fitch to the Town Solid Waste Facility. She stated her desire to see the contract with San Juan County for the Solid Waste Facility Site reevaluated. She volunteered to work on a committee to evaluate the issue. Councilmember Dickinson also volunteered to work on the committee with staff. Administrator Fitch suggested one alternative is to buy the Friday Harbor Transfer Site from San Juan County.

Mayor Boothman distributed a letter from Bob Porter dated 7/31/98 regarding Washington State Ferry statistics concerning the San Juan Islands.

At 1:45 PM, Councilmember Wilson moved and Councilmember Lackey seconded to approve claim warrants #15103 through 15166 in the amount of \$101,017.05 and payroll warrants #6122 through 6165 in the amount of \$118,561.85. The motion passed unanimously.

Hearing no objection, Mayor Boothman declared the meeting adjourned.

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Gary G. Boothman, Mayor

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Kelle Wilson, Town Clerk

### **Town Council – August 6, 1998 @ 7:30 PM**

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

Members present: Dickinson, King, Lackey, Sheiman, & Wilson

Others present: Town Administrator Fitch, and Attorney Eaton

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1998

Mayor Boothman led the meeting in the Pledge of Allegiance.

During the public access portion of the meeting, Joyce Hamilton, 540 Carter Street, proposed the renaming of her street to Hamilton Place.

Mayor Boothman thanked Ms. Hamilton for her input.

At 7:35 PM, Mayor Boothman opened the discussion of the sidewalk and street design at Harrison and A Streets adjacent to the Churchill Square building.

Administrator Fitch gave an overview of the requirements needed for vehicular and pedestrian traffic and explained several options available to Council.

Following a discussion regarding intersection site distance, fairness to other developers, and possible future use of this intersection by the Washington State Ferries, it was the consensus of Council that the sidewalk and street design at Harrison and A Streets should be set-back to the property line

At 7:49 PM, Mayor Boothman opened the discussion of duplicate or similar street names and brought Council attention to a letter from Lloyd Martin dated 8/3/98.

Councilmember Sheiman suggested choosing names of ancestors of current island residents.

Councilmember Wilson suggested Historical Preservation Coordinator Nancy Larsen give a brief oral and written background synopsis of the names on the Street Name Suggestions list.

Administrator Fitch suggested Ms. Larsen present the requested information at the August 20<sup>th</sup>, 1998 noon Town Council meeting.

At 8:05 PM, Mayor Boothman opened the discussion regarding the public audiotaping of Town Council meetings.

Following discussion the Council did not object to the media taping of Council meetings inasmuch as Town equipment is not used.

At 8:10 PM, Mayor Boothman introduced Consultant Slocomb. Mr. Slocomb described the particulars of the traffic level of service requirements. He asked Council opinion of the current peak congestion levels at the intersections of 1<sup>st</sup> and Spring, 2<sup>nd</sup> and Spring and Argyle and Spring. The consensus of Council was the congestion was a discomfort, but tolerable.

At 8:19 PM, Councilmember Lackey moved and Councilmember Dickinson seconded to adopt Findings of Fact and Conclusions of Law in regards to Land Use Variance #22 for William Giesy. The motion passed unanimously.

Councilmember Lackey moved and Councilmember Sheiman seconded to adopt Findings of Fact and Conclusions of Law in regards to Conditional Use Permit #44 for San Juan Island School District #149. The motion passed unanimously.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1998

At 8:20 PM, Mayor Boothman introduced draft ordinance #1091 authorizing the Mayor to accept a bill of sale for a water main extension from Mona J. Meeker on Nelson Street.

Administrator Fitch explained the particulars of said.

Councilmember Sheiman moved and Councilmember King seconded to adopt Ordinance #1091 as stated. The motion passed unanimously.

Mayor Boothman introduced draft resolution #1120 authorizing the Mayor to execute a water facility contract with Mona J. Meeker.

Attorney Eaton suggested changing the Memorandum, addressed to the Water & **Sewer** Main Extension file, wording regarding tax parcel #351313005 to state "only upon annexation into the Town limits".

Councilmember Sheiman moved and Councilmember Dickinson seconded to adopt Resolution #1120 as stated and amend the Memorandum as suggested by Attorney Eaton. The motion passed unanimously.

Mayor Boothman introduced draft ordinance #1096 amending the 1998 Town Budget.

Councilmember Lackey moved and Councilmember King seconded to adopt Ordinance #1096 as stated. The motion passed unanimously.

Mayor Boothman introduced draft ordinance #1095 repealing Ordinance #581 designating bonding and compensation requirements for the Town Marshal.

Administrator Fitch explained the particulars of said.

Councilmember Lackey moved and Councilmember Sheiman seconded to adopt Ordinance #1095 as stated. The motion passed unanimously.

At 8:43 PM, Mayor Boothman introduced draft ordinances #1092 through 1094 regarding refuse collection and disposal regulations, refuse rates and charges, and refuse rate tables.

Administrator Fitch explained the particulars of said.

Councilmember Sheiman moved and Councilmember Wilson seconded to adopt Ordinances #1092 through 1094 as stated. The motion passed unanimously.

At 9:22 PM, Administrator Fitch stated a request from the Board of County Commissioners (BOCC) to reschedule the joint BOCC/Council meeting scheduled on 9/23/98. Council consented to reschedule the joint meeting to 9/16/98. Additionally, Lil Hamel, Clerk of the Board for the BOCC, suggested a Turn Point/Pear Point Road alternative joint public hearing at the regularly scheduled BOCC/Council meeting scheduled on 12/9/98. Council agreed to this suggestion.

Administrator Fitch stated he had received a request to limit the size and weight of large trucks along Front Street until the cul-de-sac is completed.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1998

Mayor Boothman suggested the issue become a future agenda discussion.

Administrator Fitch stated a request has been made for a Taxi zone at the Washington State Ferry Terminal.

Councilmember Sheiman said a television crew would be coming to Friday Harbor from Russia to look at our economy, utilities structure, roads, taxing, and fishing industry.

At 9:36 PM, Councilmember Sheiman moved and Councilmember Lackey seconded to go into executive session to discuss litigation matters. The motion passed unanimously.

At 9:42 PM, Councilmember Sheiman moved and Councilmember Lackey seconded to come out of executive session. The motion passed unanimously.

No action was taken in executive session.

Mayor Boothman presented the draft Washington State Ferry 20-year transportation plan available for review.

At 9:43 PM, hearing no objection, Mayor Boothman declared the meeting adjourned.

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Gary G. Boothman, Mayor

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Kelle Wilson, Town Clerk

### **Town Council – August 20, 1998 @ 12:00 PM**

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

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

Mayor Boothman led the meeting in the Pledge of Allegiance.

The minutes of the 8/6/98 noon and 7:30 PM meetings were approved as amended.

During the public access portion of the meeting, Frank Geltner, Executive Director for the San Juan Community Theater noted receipt of a Notice of Violation and Order to Correct regarding a theater sign as stated in his memorandum to Council dated 8/19/98. He asked Council for a time limit interpretation for a "special event sign" under FHMC 14.04.090.

Administrator Fitch asked Council for guidelines to determine the allowable time limit for a "special event sign" as the FHMC is currently silent on the issue. He stated that staff interpreted a "special event" as three or four days.

Permit Coordinator Jones informed Council of the recent issuance of sign violation orders and the probability of other recipients coming before Council to ask for exceptions.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1998

Councilmember Wilson suggested leaving the interpretation of a "special event" to the Town Administrator until a more detailed discussion could be placed on the agenda.

Following discussion, it was the consensus of Council that a "special event" is to be defined as sixty (60) days. Additionally, Council asked the discussion be placed on an agenda after the issuance of the remaining sign enforcement actions.

At 12:27 PM, Historic Preservation and Water Conservation Coordinator Larsen summarized a previously distributed status report for the months of July and August 1998. She explained the rain barrel program that was demonstrated at the San Juan County Fair. She stated that approximately 15 Town of Friday Harbor water customers have signed-up to acquire rain barrels.

Ms. Larsen informed Council of the options available regarding the sale and distribution of the rain barrels. She explained that the rain barrels do not come assembled and proposed a Saturday workshop to help the public assemble the rain barrels.

Mayor Boothman volunteered to help deliver the rain barrels to the public.

The consensus of Council was to sell the rain barrels at cost to Town water customers. Council asked Ms. Larsen to present a cost analysis for her workshop proposal at a future Council meeting.

Ms. Larsen responded to various inquires from Council regarding increased water usage and the retrofitting program.

At 12:57 PM, Ms. Larsen praised the current Historical Preservation Review Board (HPRB) for their hard work and dedication. She informed Council of the Board's current research and organization work. She stated that the HPRB booth at the SJC Fair was very well received by the public.

Councilmember Dickinson stated that Georgia Davis of 400 Warbass Way was extremely knowledgeable regarding the pictures and information posted at the Historical Preservation Fair booth. She suggested Ms. Larsen might want to contact Mrs. Davis for further historical information.

At 1:02 PM, Ms. Larsen explained that the street name suggestion list was compiled from the names of buildings and structures located in Town.

Administrator Fitch stated that nine new street names were needed to replace duplicate street names.

Councilmember Wilson suggested taking the areas that need a new street name and using the old homestead names as the new street name.

Council asked Ms. Larsen to research and return with a brief paragraph regarding each homestead.

Mayor Boothman thanked Ms. Larsen for her input.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1998

At 1:09 PM, Mayor Boothman opened the discussion of the AWC 1999 Legislative priorities. During discussion it was determined that the number one priority was unfunded mandates, with other priorities being transportation funding, affordable housing, water rights, enhancing economic development, taxes on direct market sales, and Leoff 1 retirees.

Administrator Fitch suggested Council send a resolution to the State that asks for special attention to be given to the issues pertinent to the Town of Friday Harbor.

At 1:27 PM, Mayor Boothman opened the discussion of the Winter Ferry Schedule.

Councilmember Lackey and Councilmember Wilson objected to the early boat out of Anacortes not serving Friday Harbor, as this would delay the delivery of goods to the merchants of Friday Harbor and cause substantial traffic congestion in the latter part of the day.

Mayor Boothman suggested that perhaps Bob Disler, Chair of the Ferry Advisory Committee, could be asked to attend a future Council meeting to discuss the complications of the ferry scheduling process.

At 1:35 PM, Councilmember Lackey moved and Councilmember Sheiman seconded to approve claim warrants #15168 through 15236 in the amount of \$104,997.53. The motion passed unanimously.

At 1:35 PM, hearing no objection, Mayor Boothman declared the meeting adjourned.

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Gary G. Boothman, Mayor

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Kelle Wilson, Town Clerk

### **Town Council – August 20, 1998 @ 7:30 PM**

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

Members present: Dickinson, King, Lackey, Sheiman, & Wilson

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

Mayor Boothman led the meeting in the Pledge of Allegiance.

There were no public access items forthcoming.

Mayor Boothman presented a plaque received from the Municipal Treasurers Association to Treasurer Picinich for the Town's Investment Policy.

At 7:35 PM, Mayor Boothman presented a Certificate of Achievement and a warrant for \$300 to the Band Families & Friends for the completion of the sanding of the Sunken Park railing as their Work Involvement Now project.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1998

Robin Jacobsen, representative for the Band Families & Friends, thanked the Mayor and Council for establishing the community program and giving Band Families youth the opportunity to earn funds towards a music trip to Europe.

At 7:40 PM, Mayor Boothman opened the discussion of updating utility franchise agreements.

Administrator Fitch explained the particulars of the Town's current utility franchise contracts.

Consultant Jim Slocumb distributed and summarized the utility franchise discussion points. He explained that local control of right-of-way is rapidly diminishing. He stated that it is imperative to keep an appearance of fairness to all competitors. He stated if Council were to deny a certain service provider, while accepting another service provider, it would be considered an impediment to competition.

Mr. Slocumb responded to various inquires from Mayor Boothman and Council.

Administrator Fitch stated that the Association of Washington Cities is advising all municipalities to adopt an ordinance regarding utility franchises.

At 8:34 PM, Mayor Boothman opened the budget process workshop.

Treasurer Picinich distributed and summarized two handouts: "What is a Budget" and "Town of Friday Harbor 1999 Budget Calendar". She informed Council that there are two ways to balance a budget. One is to cut items out of the budget and the other is to increase revenues. She stated one way to increase revenues is to increase the property tax rate this November. She stated that to meet the levy rate deadline, an immediate discussion involving property taxes needs to take place if property taxes are going to be raised.

Administrator Fitch further explained the budget request procedure and the "stand alone" funding needed for each separate Town utility.

At 9:00 PM, Mayor Boothman opened the discussion of alternate funding for utilities.

Councilmember Lackey explained his proposal to create two trust funds: One for potable water and one for **sewer**. He proposed transferring approximately \$10,000 each year from the Current Expense fund to these trust funds to create alternate funding for utilities as stated in his memorandum to Mayor Boothman, Council and Town Staff received at Town Hall on August 20<sup>th</sup>, 1998.

At 9:11 PM, Administrator Fitch gave his Administrator's report.

Administrator Fitch explained a request to re-install a Taxi zone near the ferry terminal. Following discussion, it was determined that there was no interest in re-establishing a Taxi zone near the ferry terminal.

Administrator Fitch explained a request to limit the size and weight of trucks traveling on the streets of Town. Following discussion, the consensus of Council was to take no action

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1998

Administrator Fitch explained the particulars of a claim served against the Town of Friday Harbor from Amy Peterson-Kent. He explained that the Town insurance carrier is handling the claim.

Administrator Fitch informed Council that per the letter addressed to Friberg Construction dated 8/14/98 from Tamara Nack, Project Engineer for the Malcolm Street Stormwater Project, the project will begin again on October 5<sup>th</sup>, 1998. He stated that there are 300 more linear feet of rock to be removed and that the contractor has requested funds not to exceed \$65,000 to complete the remaining drilling and blasting.

Administrator Fitch informed Council of the particulars of a lien filed against the Town of Friday Harbor by Rouleau Construction in regards to the Malcolm Street Stormwater project.

Administrator Fitch summarized a previously distributed memorandum from Tom Hemphill dated 8/20/98 regarding significant risk factors involving the jet drive from the Victoria Clipper II passenger vessel. Attorney Eaton expressed that the Town could not be held responsible for the actions of the Victoria Clipper vessel.

Clerk Wilson proposed a new Lanier Advocate V recording system. She explained some of the advantages of the new system and the cost benefit if a commitment could be given to the Lanier Company by August 21, 1998. The consensus of Council was to approve the purchase of the new recording system and to take advantage of the cost reduction.

Hearing no objection, Mayor Boothman continued the meeting for an additional five minutes.

Mayor Boothman introduced a liquor license application request from the Springtree Restaurant and a special event request from the San Juan Island Grange. The consensus of Council was to take no action regarding said liquor license applications.

Administrator Fitch introduced a letter from Mr. Alexander received 8/20/98 requesting laws for property cleanup, specifically regarding Bob Greenway's property at Mullis Street.

At 9:42 PM, hearing no objection Mayor Boothman declared the meeting adjourned.

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Gary G. Boothman, Mayor

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Kelle Wilson, Town Clerk

### **Town Council – September 3, 1998 @ 12:00 PM**

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

Members present: Dickinson, King, Lackey, & Sheiman

Others present: Town Administrator Fitch & Treasurer Picinich

Mayor Boothman led the meeting in the Pledge of Allegiance.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1998

During the public access portion of the meeting, in response to a sign order violation notice, Charles Hyon Su, owner of the China Pearl Restaurant, asked for clarification of the special event sign ordinance laws.

Permit Coordinator Jones explained that there were multiple sign violations at the China Pearl Restaurant, including a banner and too much signage for the frontage of the building.

Mayor Boothman advised Mr. Hyon Su to first meet with Permit Coordinator Jones to attain clarification of the signage laws pertaining to special event banners and welcomed Mr. Hyon Su to return before Council if he has need of further discussion after speaking with Mr. Jones.

San Juan County (SJC) Commissioner Nielsen, referencing her letter dated 8/26/98, asked Council to eliminate eight-hour parking limits along First Street and two-hour parking limits on Court Street during the school construction project. She explained the longer-term parking is needed for additional parking spaces for SJC employees, court attendees, High School students and faculty.

At 12:10 PM, Mayor Boothman asked Council to approve the confirmation of Farhad Ghatan to a new term on the Town Planning Commission position #3. Mr. Ghatan's new term would expire in the year 2004. Additionally, Mayor Boothman asked Council to approve the confirmation of Wade Guidry to the Town Planning Commission position #2.

At Councilmember Sheiman's suggestion, Council asked that Mr. Guidry introduce himself at this evening's Town Council meeting.

Mayor Boothman said he would inform Mr. Guidry of the Council's request.

Councilmember Sheiman moved and Councilmember King seconded to approve the appointment of Farhad Ghatan to a new term on the Town Planning Commission in position #3. The motion passed unanimously.

At 12:12 PM, Sheriff Cumming stated that his department has been one deputy short the entire summer season. He said that Tad Miniken, a new deputy who recently graduated from the police academy, would be starting work this Friday.

Councilmember Sheiman inquired about the possibility of renewed bicycle patrols in Town. Councilmember Sheiman stated that the business community would like to see more Sheriff's department visibility in the downtown core.

Mayor Boothman thanked Sheriff Cumming for his report.

Mayor Boothman gave a brief summary of the Fire department activities at the request of Chief Low who could not be present due to a work commitment.

At 12:18 PM, Maintenance Supervisor Reitan reported on water production, the current reservoir level (44"), the treatment of the algae outbreak at the Town water reservoir, and other Water Department projects. Mr. Reitan reported on the progress of the Reed Street project involving the Water, **Sewer** and Street departments. He stated that the asphalt overlay repairs to West Street should begin next week. He reported that the Recycle and Refuse departments are currently functioning well.

Mr. Reitan responded to various questions from Mayor Boothman and Council regarding past years water usage, odor levels at the Wastewater Treatment Plant, and crew overtime.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1998

Mayor Boothman thanked Mr. Reitan for his report

At 12:36 PM, Permit Coordinator Jones distributed and summarized the Planning Department Activity Report dated 9/3/98. Mr. Jones stated that approximately one-third of sign enforcement letters have been delivered. Mr. Jones expressed that most people have been very congenial regarding sign enforcement. He indicated that weekend sign enforcement may become an issue, as some business owners take down unlawful signs on Friday, put them back up on Saturday and removed them again by Monday.

Mr. Jones responded to questions from Council.

Mayor Boothman thanked Mr. Jones for his report.

At 12:37 PM, Building Official Hodges summarized his previously distributed Building Department Report for August 1998 and responded to various questions from Council. Mr. Hodges informed Council that the Friday Harbor Middle School has passed the temporary occupancy building inspection.

Mayor Boothman thanked Mr. Hodges for his report.

At 12:40 PM, Town Marshal Hodges explained that the ferry traffic control program would continue until September 15<sup>th</sup> and possibly through the end of September. Mr. Hodges responded to various inquires regarding the future budgeting of the traffic control program.

Administrator Fitch informed Council that he thought the Friday Harbor Ferry Terminal had the longest turnaround time of all the San Juan Island ferry terminals. He reminded Council that the ferry traffic control program is not helping the unloading time statistics.

At Administrator Fitch's suggestion, Mr. Hodges gave an overview of his research regarding the 7:35 PM agenda item of time limited parking proposed on Blair Avenue, Second Street and Guard Street.

Mr. Hodges stated that most of the adjacent business owners want two-hour parking along Guard Street near the Journal Building, two-hour parking along Second Street opposite the SJC courthouse and two-hour parking on the westside of Blair Street from Islanders Bank downward past Swanburg Insurance, as well as the three spaces on the eastside of Blair Street near the post office. These areas currently have a 72-hour parking limit.

Administrator Fitch stated that the unposted 72-hour limited parking law is a Washington State law. He stated the Town Parking Enforcement Officers do not actively pursue 72-hour parking violators. He explained that generally a 72-hour parking ticket is issued due to a complaint received by the Town.

Mayor Boothman thanked Mr. Hodges for his input.

Under the non-agenda items portion of the meeting, Administrator Fitch referenced a letter from Ms. Larsen dated 8/2/98 regarding suggested street names. Administrator Fitch suggested a decision regarding the renaming of Town streets with duplicate or similar names should be made as soon as possible. He stated that per San Juan County, new street names will become effective 1/1/99.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1998

Councilmember Sheiman inquired if the Town had received a solid waste rate increase letter from SJC Public Works Director, Ron Loewen. Administrator Fitch stated that a letter from Ron Loewen should arrive by the end of the week.

Treasurer Picinich suggested examining San Juan County's refuse budget.

Administrator Fitch reminded Council that even if the Town should buy the transfer station from San Juan County a contract will still need to be signed with SJC for the year 1999.

Mayor Boothman referenced Bob Distler's letter dated 8/26/98 addressed to Mr. Green at Washington State Ferries regarding several problems with the Fall ferry schedule. He informed Council that Washington State Ferries have changed the ferry schedule to accommodate the public's concerns regarding commercial operators, traffic congestion, inter-island student travels and after school program schedules.

At 1:10 PM, Councilmember Sheiman moved and Councilmember Lackey seconded to approve claims warrants #15239 through 15304 in the amount of \$84,117.57 and payroll warrants #6167 through 6209 in the amount of \$109,554.81. The motion passed unanimously.

At 1:11 PM, hearing no objection, Mayor Boothman declared the meeting adjourned.

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Gary G. Boothman, Mayor

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Kelle Wilson, Town Clerk

### **Town Council –September 3, 1998 @ 7:30 PM**

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

Members present: Dickinson, King, Lackey, & Sheiman

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

Mayor Boothman led the meeting in the Pledge of Allegiance.

Councilmember Wilson joined the meeting.

Councilmember Sheiman moved and Councilmember Lackey seconded to approve the minutes of 8/20/98 noon and 7:30 PM Council meetings as amended. The motion passed unanimously.

There were no public access items forthcoming.

At 7:35 PM, Mayor Boothman introduced draft ordinance #1078 extending 2 hour time limited parking on Blair Avenue, Second Street and Guard Street.

Administrator Fitch explained the particulars of draft ordinance #1078.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1998

Following discussion, Councilmember Sheiman moved and Councilmember King seconded to adopt Ordinance #1078 amending Ordinance #945 and Chapter 10.04 FHMC, concerning time limit parking and repealing Ordinance #1007 in its entirety. The motion passed unanimously.

At 7:45 PM, Mayor Boothman introduced draft resolution #1121 authorizing the Mayor to execute a contract with the engineering firm of Gray and Osborne, Inc. for preparing a storm drain and roadway design for Reed Street.

Administrator Fitch explained the particulars of draft resolution #1121.

Following discussion, Councilmember Sheiman moved and Councilmember Lackey seconded to adopt Resolution #1121. The motion passed unanimously.

At 7:48 PM, Mayor Boothman introduced draft resolution #1122 authorizing the Mayor to execute an amendment to the contract with the engineering firm of Gray and Osborne, Inc. for inspection services in conjunction with the Malcolm Street Storm Drainage Project.

Administrator Fitch explained the particulars of draft resolution #1122.

Tamara Nack, Project Engineer for Gray and Osborne, answered various inquiries from Council.

Administrator Fitch referenced a letter dated 8/27/98 from Terry Martin, Project Engineer for Gray and Osborne, estimating the costs for project completion for the Malcolm Street Storm Drainage Improvement Project. Administrator Fitch reminded Council that the estimated cost for project completion did not include the cost of blasting during phase two of the project.

Councilmember Lackey moved and Councilmember Sheiman seconded to adopt Resolution #1122 as stated. Following further discussion, the motion passed unanimously.

At 8:05 PM, Mayor Boothman declared a short recess.

The meeting reconvened at 8:12 PM.

Mayor Boothman opened the discussion regarding Council/Port agenda items for the scheduled joint meeting on September 10, 1998 at 3:30 PM.

Following discussion it was determined that the Council would like to address issues regarding the inter-modal study update, harbor safety, Spring Street Landing shoreline permit requirements, harbor boundary line update, and motorized personal watercraft.

At 8:22 PM, Administrator Fitch gave his Administrator's report. He asked Council for guidance in the budget process in regards to utility rates for 1999. He showed Council the Association of Washington Cities water/sewer/storm rates survey. He explained that the Town of Friday Harbor rates have fallen from the third highest in the state to the sixty-eighth highest in the state. He indicated that the Town's sewer rates are still the highest in the state.

Following discussion, it was the consensus of Council to have a utility rates workshop at the Town Council meeting on September 17<sup>th</sup>, 1998.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1998

At 8:36 PM, Administrator Fitch asked Council's guidance regarding "junk vehicles" stored on private property. Administrator Fitch explained the RCW 46.55.010(4) definition of a junk vehicle.

Councilmember King stated she would like to see the Town pick up the costs of removal of junk vehicles from private property to enhance the scenic quality of the Town.

Councilmember Wilson cautioned that the process of removing junk vehicles could be costly as well as arbitrary. He said he didn't feel that the taxpayers of the Town should be burdened with the funding of junk vehicle removal. He suggested the issue should be handled between neighbors and not be a Town enforcement matter.

Following discussion, it was the consensus of Council to request staff to draft a letter to property owners who have junk vehicles asking them to remove their junk vehicles from their property.

At 8:52 PM, Administrator Fitch informed Council of the preliminary bid results for the aerial apparatus fire suppression device. He expressed that a purchase recommendation is not available at this time.

Administrator Fitch asked Council direction regarding SJC Commissioner Nielsen's letter dated 8/26/98. It was the consensus of Council to take no action.

At 8:54 PM, Administrator Fitch introduced a letter received from Sheriff Cumming dated 8/20/98 in reference to an increase in the contractual amount paid to the Sheriff's department for the budget year 1999.

Administrator Fitch asked if anyone on the Council and/or Mayor Boothman would like to attend the San Juan County public hearing to consider restrictions on the use of motorized personal watercraft in SJC on September 8, 1998, as he would not be available to attend. No volunteers were forthcoming.

Administrator Fitch informed Council of discussions with SJC regarding the infrastructure reconstruction of Argyle Street from Town limits at Rose Lane to Pear Point Road. He stated that the Argyle Street reconstruction project is scheduled for the 1999-year budget.

Administrator Fitch queried Council if they had a preference to the proposed street names as submitted by Nancy Larsen. Following discussion, it was the consensus of Council to change the street name of Lawson Place to Perry Place, Harbor Street to McDonald Street, Harbor Street West to Harbor Street, Jensen Street to Martin Street, Johns Place to King Place, and Carter Street to Gould Street. Council agreed that Carter Avenue, John Street and Jensen Alley should remain unchanged.

At 9:03 PM, Councilmember King stated that Carrie Brooks approached her with the suggestion of compiling a list of elderly or disabled people who might need assistance in the event of a computer disaster in the year 2000. She explained that water, sewer, electricity, and supplies may become a factor in the event a computer disaster should arise.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1998

Mayor Boothman suggested that Ms. Brooks might want to contact the Red Cross. Councilmember Sheiman suggested Ms. Brooks might also want to contact the Senior Citizens Council or San Juan County Emergency Services.

At 9:07 PM, Councilmember Sheiman moved and Councilmember Lackey seconded to go into executive session to discuss possible litigation. The motion passed unanimously.

At 9:57 PM, Councilmember Sheiman moved and Councilmember Lackey seconded to return to regular session with no action taken in executive session. The motion passed unanimously.

At 9:57 PM, Councilmember Lackey moved and Councilmember Sheiman seconded to adjourn the meeting until September 10<sup>th</sup>, 1998 at 3:30 PM. The motion passed unanimously.

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Gary G. Boothman, Mayor

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Kelle Wilson, Town Clerk

### **Town Council –September 10, 1998 @ 3:30 PM**

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

Members present: Dickinson, Sheiman, & Wilson

Others present: Port of Friday Harbor Commissioners: Hertel, Calvert, and Nash and Port Director Simpson.

Mayor Boothman led the meeting in the Pledge of Allegiance.

It was previously decided that Mayor Boothman would chair the meeting.

At 3:32 PM, Mayor Boothman opened the discussion on the Harbor Boundary line survey.

Port Commissioner Hertel stated the Port has not had the Harbor Boundary line survey performed as of this date. He reiterated that if such a survey is needed the Port would bare the costs.

Port Commissioner Hertel stated that the Port's legal counsel has suggested the Town annex the Port of Friday Harbor to alleviate the jurisdictional controversy involved with the harbor boundary line.

Mayor Boothman asked that a copy of the letter from Port legal counsel suggesting Town annexation of the Port property be given to the Town.

Councilmember Sheiman suggested there might be some comprehensive land issues that need to be discussed regarding annexation of the Port property.

Port Commissioner Hertel stated that the Port would be willing to sign an inter-local agreement with the Town to subsidize Town staffing costs in the event the Town annexation of the Port takes place.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1998

Mayor Boothman said the discussion would be placed on a future agenda.

Port Commissioner Hertel asked to be notified of the date of the discussion so he could attend the meeting.

Tape #1 position #344

At 3:40 PM, Mayor Boothman opened the discussion of the Harbor Safety issues.

Mayor Boothman explained the Council's safety concerns involving other vessels in relation to the prop-wash coming from the Victoria Clipper vessel.

Port Commissioner Hertel stated that signs to caution boat operators have been posted. He also noted that the Port's insurance company has been notified of the situation and is currently investigating.

At 3:50 PM, Mayor Boothman suggested that discussion of the Spring Street Landing shoreline substantial development permit #61 (SSDP #61) requirements would be helpful.

Councilmember Wilson stated that he was concerned about the amount of time the Victoria Clipper is spending at the landing.

Port Commissioner Hertel stated he would speak with the Port Harbormaster regarding the landing allowances at the Spring Street landing.

Port Director Simpson volunteered to deliver a Victoria Clipper sailing schedule to Council.

Discussion continued regarding the Port's enforcement of other Spring Street Landing SSDP #61 requirements, such as, maximum passenger levels, and ground transportation vehicles.

Councilmember Sheiman stated that the SSDP #61 restriction of one 12 passenger van was not adequate available transportation to alleviate the public congestion caused by the tour boats.

Additionally, Councilmember Sheiman noted that there is no restriction applying to overnight mooring at the Spring Street Landing in the approved SSDP #61.

Port Commissioner Hertel said he would like other issues in the SSDP #61 reevaluated, such as, enclosing the building at the end of Spring Street Landing with glass, and the ability to sell tickets from this building.

Councilmember Wilson expressed his hope that the Port would enforce the current requirements of the approved Spring Street Landing SSDP #61.

Port Commissioner Hertel agreed to enforce the permit, but reiterated that he would like to readdress some of the issues in the said SSDP.

Tape #1 position 1178

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1998

At 4:05 PM, Mayor Boothman opened the discussion on the Intermodal Transportation Study.

Port Commissioner Hertel, addressing the Five Year Waterfront Intermodal Transportation Study Recommendations dated 8/98 before Council, stated that the study is ready for each municipality to adopt as a concept. He stated the Port Commissioners would likely adopt the conceptual study this fall.

Discussion continued on the Intermodal Study.

Consultant Slocomb stated that the Town and County adopted Comprehensive Plans are not consistent with each other in ferry levels of service.

Port Commissioner Hertel confirmed that the Intermodal Study is not a plan, but an agreement to consider working together between the Town, County and Port municipalities and the Department of Transportation (DOT). Port Commissioner Hertel noted that only after the adoption of the conceptual plan could DOT pursue state funding.

Councilmember Wilson stated he does not have a problem with the Intermodal Study as a conceptual plan as long as it does not involve allocating Town funds.

Tape #1 position #1898

At 4:25 PM, Mayor Boothman opened the discussion regarding Motorized Personal Watercraft (MPW) in the harbor.

Councilmember Sheiman stated her disagreement with San Juan County Marine Resources Committee Town Representative Slocomb's vote supporting a motorized personal watercraft ban within San Juan County. She stated she would support regulation of MPW versus a total ban.

Councilmember Wilson and Dickinson agreed that MPW regulation was preferable to a ban.

Port Commissioner Calvert explained the particulars of the discussions held at the Marine Resources Committee meetings regarding MPW. He explained some of the continued allowable uses of MPW, such as, transportation from moored vessels, and harbor enforcement. He stated that the Port of Friday Harbor supports the San Juan County ban on MPW. He suggested the Council talk with the SJC MPW consultant.

Tape 1 position #2920

At 4:46 PM, Mayor Boothman opened the discussion of the Town's annexation of the Airport.

Port Commissioner Hertel reminded Council that the Port would like the Town to annex the airport to help their development planning process for the north end of the airport near Skagit Valley College.

Councilmember Dickinson stated that she hoped the Port would hold a public hearing regarding their development plans, as several business owners have expressed an interest in hearing the Port's plans.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1998

Port Commissioner Hertel said the Port would develop a plan and return to Council with zoning suggestions.

At 4:53 PM, Councilmember Sheiman moved and Councilmember Wilson seconded to adjourn the meeting until September 16<sup>th</sup>, 1998 at 1:30 PM. The motion passed unanimously.

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Gary G. Boothman, Mayor

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Kelle Wilson, Town Clerk

### **Town Council –September 16, 1998 @ 12:00 PM**

The Town Council met in continued regular session with Mayor Boothman presiding for a quarterly joint meeting with the Board of County Commissioners.

Members present: Dickinson, King, Sheiman, & Wilson

Staff present: Town Administrator Fitch

BOCC present: Evans, Miller, & Nielsen

Staff present: Lillian Hamil, Clerk of the Board, Laura Arnold, Planning Director

Mayor Boothman led the meeting in the Pledge of Allegiance.

Due to the absence of SJC Public Works Director Loewen, Mayor Boothman postponed the first discussion topic and opened the second discussion topic: LEPC Emergency Services Ordinance.

Commissioner Nielsen distributed the SJC draft emergency services ordinance.

Commissioner Nielsen asked if the Town's emergency services ordinance was available for review. Administrator Fitch explained that the Town's emergency service ordinance is presently in the draft stages. Administrator Fitch stated that after both parties have adopted an emergency service ordinance, the Town would be willing to signing an inter-local agreement so that one agency could administer the program.

Mayor Boothman noted that the discussion of the Town's emergency services is scheduled to be on the Town Council agenda in October.

Administrator Fitch stated that a LEPC meeting is scheduled on Tuesday, September 22, 1998 at the Town Fire Hall from 11:00 AM through 2:00 PM.

Councilmember Sheiman stated that she has concerns regarding the sharing of expenses as stated on page 2 of the SJC draft emergency services ordinance.

The Commissioners agreed that several areas of the draft ordinance needed clarification. Commissioner Nielsen stated that as soon as an emergency service ordinance is adopted, the County will search for available state funding.

Tape #1 position #227

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1998

At 1:39 PM, Hearing no more discussion on the first topic, and noting the arrival of Mr. Loewen, Mayor Boothman opened the discussion of the Turn Point/Pear Point Traffic Study.

Mr. Loewen clarified the modified schedule for the review of the recently received preliminary draft environmental impact statement (DEIS). He stated that a review by the joint planning policy group would be held on September 30, 1998, a DEIS publication date of October 26, 1998, with a public hearing following on November 4, 1998. He stated a joint Town Council and BOCC meeting would be held after the first of next year.

Tape #1 position #305

At 1:42 PM, Mayor Boothman opened the third topic discussion: Solid Waste Transfer Site.

Commissioner Evans stated that the County still wants to expand their use at the Solid Waste Transfer site. He suggested the Town and Council develop a joint use plan, with the County participating in the development costs of the site.

Commissioner Nielsen suggested sending the idea to the joint planning policy group (JPPG) to analyze if it is a viable concept prior to further speculation. She suggested the JPPG use existing sources of information and give a report at the next Town/County joint meeting.

Councilmember Sheiman urged the County to fulfill the original lease requirements for the Transfer Site lease that was signed in December of 1994.

Mr. Loewen explained tipping fees rates. He stated that the Town generates approximately 1800 tons of refuse, which is approximately 22% of the County's system. He said to expect a possible 6% increase in the Town's tipping fees next year. He explained that much of the congestion problem at the Solid Waste Transfer Site is due to the mixed waste recycle program.

Councilmember Dickinson stated she would like to see the figures on the cost of running the Solid Waste facility.

Commissioner Nielsen stated that the BOCC has not been presented with a request for an increase in tipping fees yet. Commissioner Nielsen asked Mr. Loewen to prepare a spreadsheet with his stated figures and supply it to the Town.

Commissioner Evans noted, in the future, fees may need to be added to the recycling program.

Tape #1 position #1132

At 2:06 PM, Mayor Boothman opened the discussion of the Intermodal Plan Update. Mayor Boothman explained that the Town is scheduled to discuss the Intermodal Plan at the 9/17/98 Town Council meeting, and would like to hear if the BOCC had any considerations or concerns regarding the most recent update.

Following discussion, Commissioner Nielsen stated that the BOCC would not have a problem signing the Intermodal Plan as a concept.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1998

Tape #1 position #1476

At 2:16 PM, Mayor Boothman opened the Argyle Project discussion.

Mr. Loewen explained that the scope of the project currently involves placing stormdrains and sidewalks in front of the Fairgrounds along Argyle Road. He said the County would like to extend the project down the hill along Argyle Road to Pear Point Road to accommodate pedestrian traffic.

Administrator Fitch explained that the Argyle Road project may cause the replacement of existing waterlines underneath Argyle Road and directly impact the Water Department budget for 1999. He stated that the current 4" waterlines would need to be replaced with 8" lines with an estimated cost of \$65,000 to the Town.

Tape #1 position #1650

At 2:20 PM, Town Council, BOCC, and staffs took up the Year 2000 (Y2K) discussion.

Commissioner Miller stated that 25% of the projected Y2K emergency is technical and 75% is management issues involving the delivery of goods, power outages, and fuel shortages. She stated the community should work together to solve the problem with a proactive spirit.

Town System Administrator Dubail explained his ongoing Y2K testing of hardware and software. He stated that some unessential functions have not yet been tested. He stated that water could be processed. He noted that the production rate of processed water is still questionable.

Commissioner Nielsen suggested interfacing with the SJI Chamber of Commerce to pass Y2K information to the community.

Tape #1 position #2235

At 2:35 PM, Town Council, BOCC and staffs discussed future agenda items and staffing issues.

Commissioner Nielsen suggested two joint meetings per year should be fully staffed with packet information and two joint meetings per year should be held to discuss issues to be addressed.

Councilmember Sheiman stated that staff time should be budgeted for the joint meetings. She suggested that minutes of the prior meetings could be part of the packet information to update everyone of issues discussed.

Discussion topics for the next joint meeting agenda were: future format of joint Town Council/BOCC meetings, Courthouse expansion update, joint Town/County funding for roads, Solid Waste Transfer site, film regulations and Turn Point/Pear Point update.

Commissioner Nielsen inquired if the Port was considering annexation into the Town.

Mayor Boothman explained the particulars of the discussion between the Port of Friday Harbor and the Town at their joint meeting held 9/10/98.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1998

At 2:49 PM, Councilmember Sheiman moved and Councilmember King seconded to adjourn. The motion passed unanimously.

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Gary G. Boothman, Mayor

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Kelle Wilson, Town Clerk

### **Town Council –September 17, 1998 @ 12:00 PM**

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

Members present: Dickinson, King, Sheiman, & Wilson

Others present: Town Administrator Fitch, & Treasurer Picinich

Mayor Boothman led the meeting in the Pledge of Allegiance.

There were no public access items forthcoming.

Mayor Boothman proclaimed the week of September 17<sup>th</sup> through 23<sup>rd</sup>, 1998 as Constitution week in the Town of Friday Harbor.

At 12:05 PM, System Administrator Dubail summarized his departmental activity report for September 1998.

Mr. Dubail responded to various inquires from Council regarding Y2K testing features, computer security, nightly backups and power outages.

Mayor Boothman thanked Mr. Dubail for his report.

Councilmember King moved and Councilmember Sheiman seconded to approve the minutes of September 3, 1998 noon and 7:30 PM meetings as submitted. The motion passed unanimously.

At 12:25 PM, Mayor Boothman opened the discussion of the Town addressing system.

Permit Coordinator Jones explained that the impacts of the E-911 County address changes would be minimal to the Town address system. He noted that so far the public has received the proposed E-911 address changes very well.

At 12:35 PM, Mayor Boothman opened the Council work session on utility rates.

Administrator Fitch explained the particulars of the funding and budgeting process.

Council agreed that the continued rise of utility rates might make the Town of Friday Harbor unaffordable to the general public.

Discussion continued regarding alternate forms of funding capital improvement projects without a substantial utilities rate increase.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1998

Councilmember Sheiman suggested eliminating the Water Conservation department and allocating those funds to the Water Department reserve fund for future capital improvements. She noted Town utility rates are forcing most customers to conserve water.

Councilmember Wilson suggested using collected Hotel/Motel taxes to fund specific capital improvements. Following discussion, Council agreed this suggestion had merit, but needed further investigation by staff.

Councilmember King suggested a property tax increase as an alternative way to fund capital improvements, rather than a utility rate increase.

Councilmember Sheiman asked if there was any support for allocating \$25,800 of the Hotel/Motel funds as requested by the SJI Chamber of Commerce in their letter dated 9/14/98. Discussion continued although a decision was not attained.

Administrator Fitch noted that the Town's current Hotel/Motel Ordinance will need to be updated to encompass new legislation.

Mayor Boothman requested staff attain a copy of the new Hotel/Motel legislation and that the issue is placed on a future Town Council agenda.

At 1:24 PM, during the non-agenda portion of the meeting, Councilmember Dickinson stated that she has received complaints regarding the need for additional pumping of the portable restroom in the alley by the Royal Theater.

Mayor Boothman noted the receipt of the letter from Washington State Ferries (WSF), Paul Green Director/CEO, dated 9/2/98 that outlines WSF preferential loading program.

Councilmember Sheiman moved and Councilmember King seconded to approve claims warrants #15306 through #15371 in the amount of \$203,780.92. The motion passed unanimously.

Councilmember Dickinson requested invoice claims be available for review at 11:30 AM on Council meeting days. Treasurer Picinich said she would discuss the request with her staff.

At 1:30 PM, Councilmember Sheiman moved and Councilmember King seconded to adjourn. The motion passed unanimously.

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Gary G. Boothman, Mayor

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Kelle Wilson, Town Clerk

### **Town Council –September 17, 1998 @ 7:30 PM**

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

Members present: Dickinson, King, Sheiman, & Wilson

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1998

Others present: Town Administrator Fitch, & Treasurer Picinich

Mayor Boothman led the meeting in the Pledge of Allegiance.

There were no public access items forthcoming.

At 7:31 PM, Mayor Boothman opened the discussion of the Findings of Fact and Conclusions of Law regarding the Variance Permit for John Shelton at 450 Warbass Way.

Administrator Fitch asked that the discussion regarding the said Findings of Fact and Conclusions of Law be rescheduled to another agenda. The issue was tabled.

At 7:32 PM, Mayor Boothman opened the discussion of the Findings of Fact and Conclusions of Law regarding the Conditional Use Permit for Mike and Wendy Pinnow of 725 Spring Street.

Councilmember Sheiman moved and former Councilmember Boothman seconded to adopt the said Findings of Fact and Conclusions of Law. The motion passed, with Councilmember Dickinson and Councilmember King unable to participate, as the original discussion was not held within their term in office.

At 7:35 PM, Mayor Boothman opened the continued Council work session on utility rates.

Consultant Slocomb gave a brief summary of his research on grant monies for utility expenditures.

Treasurer Picinich and Mr. Slocomb clarified that State and Federal funding requirements are very severe.

Administrator Fitch noted that federally funded projects sometimes have hidden costs due to the fact the project must be built to federal standards.

Discussion continued regarding various funding and budgeting options. Council agreed there were no easy solutions.

Councilmember Sheiman noted that she was informed that if the businesses that collect the Hotel/Motel tax funds do not object to the use of the tax funds for infrastructure then the Town could allocate those funds to the reserve fund for future improvements. She suggested forming a "Hotel/Motel Advisory Board" to investigate the possibility of using some of the Hotel/Motel funds for infrastructure. She suggested representatives from CTED come and speak with Council in early October.

Mayor Boothman agreed that further investigation is needed to determine if the State Auditor's office would allow the use of Hotel/Motel tax funds for infrastructure needs.

Administrator Fitch suggested that raising the connection costs would increase water revenues. He noted a general obligation bond would also increase revenues.

Council discussed the elimination of the Water Conservation department. Councilmember Wilson stated he would like to see the retrofit program continued. Mayor Boothman suggested waiting for another year or so before discussing the elimination of the conservation program. He noted

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1998

that the impact of the conservation program is not established yet and Council might want to delay a decision until after the analysis is complete.

Council discussed going to the voters and asking for approval of a general property tax increase not to exceed 2.5% of the assessed valuation of the Town for utility purposes.

At 9:25 PM, Administrator Fitch gave his Administrator's report.

He stated the progress of the Reed Street project. He noted the project is running approximately 10 days behind schedule.

Administrator Fitch noted the availability of the Pope property at 635 Spring Street. He suggested this property might be used for a public works facility for the Town.

Councilmember Sheiman expressed reservations in using commercially zoned property for non-commercial uses.

At 9:35 PM, hearing no objection, Mayor Boothman declared the meeting adjourned.

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Gary G. Boothman, Mayor

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Kelle Wilson, Town Clerk

### **Town Council –October 1, 1998 @ 12:00 PM**

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

Members present: Dickinson, King, Sheiman, & Wilson

Others present: Town Administrator Fitch, & Treasurer Picinich

Mayor Boothman led the meeting in the Pledge of Allegiance.

Councilmember Sheiman moved and Councilmember King seconded to approve the minutes of September 10, 1998 at 3:30 PM, September 16, 1998 at noon and September 17, 1998 at noon and 7:30 PM meetings as amended. The motion passed unanimously.

During the public access portion of the meeting, Angelina Di Fazio introduced herself as the new Town Council reporter for the Journal of the San Juans newspaper.

James Paull, 1024 Harbor View Place, asked if out-of-town **sewer** connections were allowed.

Mayor Boothman explained that recently adopted Ordinance #1088 eliminated the opportunity for out-of-town **sewer** connections. He noted that the area near Mr. Paull's property is designated as an urban growth area in the Town's comprehensive plan. He suggested Mr. Paull speak with his neighbors regarding a petition to be annexed into the Town. He stated that following annexation into the Town, **sewer** connections would be allowed.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1998

At 12:07 PM, Sheriff Cumming summarized recent activities by his department. He noted that arrangements for an emergency redundant dispatch center located at 1000 Guard Street have begun. He explained a new inmate work program. He noted the inmate work crew would be available to do projects in Town and asked Council to let him know of any suggested projects.

Following questions from Council, Mayor Boothman thanked Mr. Cumming for his report.

At 12:15 PM, Chief Low summarized recent activities in his department. He noted the recruitment of three new volunteer firefighters. He stated that a recommendation regarding the aerial apparatus bids should be available at the October 15, 1998 Town Council meeting. He noted the desire to implement a new fire alarm inspection program. He explained that following inspection, if a home did not have a fire alarm that the Fire Department would provide one to the homeowner. He asked Council for funds to place an advertisement in the newspaper, and half of the cost for fire alarms. He noted that the Town Fire Association would be funding the second half of the fire alarms cost. Consensus of Council was to approve the project if Treasurer Picinich assessed the availability of funds.

Following various inquires from Council; Mayor Boothman thanked Chief Low for his report.

Tape position #670

At 12:20 PM, Maintenance Supervisor Reitan summarized recent activities in his department. He noted Trout Lake water levels; the completion of the third filter project at the Water Treatment Plant, the progress of the Reed Street project, and wastewater flows at the Wastewater Treatment Plant.

Following questions from Council, Mayor Boothman thanked Mr. Reitan for his report.

At 12:32 PM, Building Official Hodges summarized recent activities in his department. He said that the parking enforcement program is doing well and may end the year in the black. He noted the discontinuance of the traffic control program for this year as of 9/30/98.

Following questions from Council, Mayor Boothman thanked Mr. Hodges for his departmental update.

At 12:36 PM, Water Conservationist Larsen summarized the previously distributed 1998 draft water conservation analysis information. She stated that the analysis information was crafted after the City of Tacoma's conservation analysis, which has been recognized by the State as a good example. She additionally noted that the analysis information followed the Department of Health (DOE) and Department of Ecology (DOE) guidelines. She asked Council for direction regarding the future focus of the water conservation program. She explained the various options of possible focus.

Ms. Larsen responded to various inquires from Council regarding the gathering of analysis and water conservation guidelines.

Councilmember Sheiman said she would like a workshop to be scheduled to further discuss water conservation analysis. She requested to see the percentage of occupancy for each hotel/motel establishment listed on the 1997 Use Per Room analysis sheet.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1998

Councilmember Wilson requested a list of the number of commercial and residential houses without retrofit toilets since the 1995 State Building Code changes.

Mayor Boothman thanked Ms. Larsen for her departmental update.

Tape #1 position #3493

Councilmember King moved and Councilmember Dickinson seconded to approve the payment of payroll warrants #6211 through 6287 in the amount of \$126,048.04 and claims warrants #15374 through 15420 in the amount of \$120,543.28. The motion passed unanimously.

Administrator Fitch distributed an In-Town single-family residential utility charges matrix and suggested Council review the matrix prior to the evening meeting.

Councilmember Sheiman requested a matrix depicting a hotel/motel utility bill, following the same percentages as used in the single-family residential matrix.

At 1:30 PM, Councilmember Lackey joined the meeting just as Mayor Boothman hearing no objection declared the meeting adjourned.

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Gary G. Boothman, Mayor

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Kelle Wilson, Town Clerk

### **Town Council – October 1, 1998 @ 7:30 PM**

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

Members present: Dickinson, King, Lackey, Sheiman, & Wilson

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

Mayor Boothman led the meeting in the Pledge of Allegiance.

There were no public access items forthcoming.

Noting the absence of a representative from the China Pearl Restaurant, Mayor Boothman asked Administrator Fitch if there were any non-agenda items he would like to discuss.

Administrator Fitch explained a recently received claim from Suzanne Perkins involving a fall on the sidewalk at Front Street. Administrator Fitch recommended the claim follow the established claim procedure through the Town's insurance pool. Council concurred.

Administrator Fitch expressed a request by Bob's Taxi to replace the bus zone signs on East Street with taxi zone signs. Following discussion, Council asked staff to investigate if the bus zone is still necessary.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1998

At 7:40 PM, Mayor Boothman introduced the adoption of Findings of Fact and Conclusions of Law regarding the Variance Permit for John Shelton at 450 Warbass Way.

Administrator Fitch explained the particulars.

Following discussion, Councilmember Lackey moved and Councilmember Wilson seconded to approve the Findings of Fact and Conclusions of Law for Land Use Variance #18 and SEPA checklist #130. The motion passed unanimously with former Councilmember Boothman included in the vote and Councilmembers Dickinson, King and Sheiman unable to participate, as the original discussion was not held within their term in office.

At 7:45 PM, Mayor Boothman introduced the first reading of draft ordinance #1097 relating to the establishment of a joint local organization for emergency management services and local committee for hazardous chemical emergency response planning.

Administrator Fitch explained the particulars of the State requirements for emergency services. He stated this ordinance is designed for use during a major emergency, such as earthquakes, title waves, volcanoes, etc.

Attorney Eaton explained the particulars of draft ordinance #1097, including its compliance with Federal Laws for hazardous chemicals. Mr. Eaton explained that declaring an emergency does not necessarily guarantee the Town State or Federal emergency funds. He said that declaring an emergency basically gives the local jurisdiction the right to bypass some of the general rules of government.

Discussion continued regarding funding, emergency procedures, and possible responses to declaring an emergency.

Tape #1 position #1886

At 8:24 PM, Mayor Boothman opened the discussion of the Intermodal Study.

Administrator Fitch explained that the Port of Friday Harbor recently passed a resolution adopting the 9/1/98 version of the Intermodal Study. He stated that Port Director Simpson informed him that Washington State Ferries has reviewed the draft document and is prepared to adopt it.

Administrator Fitch suggested that now is the time to make any suggestions for changes and suggested going through the draft Intermodal Study page by page.

It was suggested that on the Memorandum of Understanding page one, paragraph two, the word "core" change to "Town" and on page two, paragraph one, the word "should" be changed to "may".

Councilmember Wilson noted that his signature line should read either "Eugene D. Wilson" or "Gene Wilson". Additionally, he noted difficulty with the direction of traffic on East and Harrison Streets as sited on Exhibit B.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1998

Mayor Boothman suggested changing the words "Intermodal Plan" to "Intermodal Study" wherever listed.

Following discussion, Council requested staff draft a resolution accepting the Intermodal Study as a concept. They asked to review the draft resolution at the October 15, 1998 Town Council meeting.

At 8:52 PM, Mayor Boothman opened the work session on utility rates. Mayor Boothman asked Special Projects Consultant Slocomb to describe his recent search for utility grant funding.

Mr. Slocomb expressed that there is grant money obtainable for utility projects, although funds must principally benefit low and moderate-income households. He stated that these funds are generally targeted for small improvement projects and not accessible to handle growth-targeted projects.

Administrator Fitch distributed a matrix displaying several options for an increase in utility rates and the monetary effect the increase would have on the average single-family residential and commercial customers.

Wally Gillette, 203 Hillcrest Place, suggested the Town attain a revenue bond to help cover capital improvements costs.

Administrator Fitch explained that the Town is currently in the revenue bonds market.

Councilmember Wilson expressed frustration with falling behind the water and **sewer** rate plan as presented by Financial Consulting Solutions Group, Inc. in October of 1996. He noted that either the Town must keep utility rates up to the rate plan or change the scope of the plan. He indicated that he does not support a utility rate increase, and would like to locate other resources for utility funding.

Councilmember King expressed her support for the idea of logging the Trout Lake area to help fund capital improvements.

Tape #2 position #981

Councilmember Sheiman noted that she is gathering letters, from the businesses that collect hotel/motel taxes, in of support for the use of hotel/motel taxes for capital improvements. She noted these letters would be forwarded to Community Trade and Economic Development (CTED).

At 9:32 PM, Councilmember Lackey moved and Councilmember Sheiman seconded to extend the meeting to 9:45 PM. The motion passed unanimously.

Administrator Fitch passed out a San Juan County (SJC) draft scope of work for housing needs assessment received at Town Hall on 9/30/98. He stated that SJC Planning Director Laura Arnold would like a Town Council volunteer to work on the committee. In addition to a Town volunteer, SJC would like the Town to budget \$4000 for in-kind grant match for 1999.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1998

Following discussion, Mayor Boothman appointed Councilmember Dickinson to sit on the Housing Needs Committee. Council asked Treasurer Picinich to investigate if funding was available as requested by SJC.

Administrator Fitch informed Council of the deterioration of the Minolta EP-4320 copier located upstairs at Town Hall.

Treasurer Picinich noted the availability of funds set aside for equipment replacement. She explained her research of a new heavy-duty copier that is currently on sale for \$8,800 plus applicable taxes. Following discussion it was the consensus of Council to approve the purchase of the new copier.

At 9:45 PM, Councilmember Lackey moved and Councilmember Dickinson seconded to extend the meeting no later than 10:00 PM. The motion passed by a four to one vote with Councilmember Wilson voting against the motion.

Mayor Boothman Lackey moved and Councilmember Dickinson seconded to go into executive session to discuss pending litigation with no action to be taken. The motion passed unanimously.

At 10:17 PM, Councilmember Lackey moved and Councilmember Sheiman seconded to return from executive session. The motion passed unanimously. There was no action taken in executive session.

Hearing no objection, Mayor Boothman declared the meeting adjourned.

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Gary G. Boothman, Mayor

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Kelle Wilson, Town Clerk

### **Town Council –October 15, 1998 @ 12:00 PM**

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

Members present: Dickinson, Lackey, Sheiman, & Wilson

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

Mayor Boothman led the meeting in the Pledge of Allegiance.

Councilmember King arrived during the Pledge of Allegiance.

With no objection, the minutes of October 1, 1998 noon and 7:30 PM meetings were approved as submitted.

During the public access portion of the meeting, Minnie Kynch of 4440 Victoria Drive and representative for the San Juan Lions Club asked for permission to place the annual Lions Club Christmas decorations in Town. She stated the decorations would be raised on the Saturday following Thanksgiving and taken down the Saturday following New Years day.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1998

Administrator Fitch explained the particulars of last year's experiences to Council. Following discussion, Council asked Administrator Fitch to clarify liabilities through the Town's insurance carrier.

At 12:06 PM, Mayor Boothman introduced Robin Pollard, Washington State Tourism Director. Ms. Pollard explained that the State Tourism Office is a division of the Department of Community, Trade and Economic Development (CTED). Ms. Pollard gave a brief synopsis of the functions of the State Tourism Office. She explained one of the functions of the State Tourism Office is to take an analytical look at how Hotel/Motel funds are utilized. She noted that the utilization of Hotel/Motel taxes should ultimately be determined by local jurisdictions. She stated that CTED believes the use of Hotel/Motel funds for infrastructure is an appropriate use of Hotel/Motel tax funds if the infrastructure improvements are helping to enhance visitor's enjoyment.

40<sup>th</sup> Legislative District State Representative Jeff Morris summarized the legislative discussions held during recent revisions to the Hotel/Motel tax laws. He asserted that the State Legislators' intent for the use of Hotel/Motel funds is to negate the impacts of Tourism. He expressed that State Auditor Brian Santogg is in support of the Legislators' intentions. He said that it was not the Legislator's intent to approve the use of Hotel/Motel tax funds for all infrastructure improvements. He cautioned that Towns hoping to use Hotel/Motel tax funds for infrastructure improvements need to exhibit correlation between Tourism impacts and the infrastructure improvement project.

Tape #1 position #880

Attorney Eaton requested a transcription of the State Legislative discussions.

Mr. Morris stated that the transcription process is currently underway and he would forward a copy as soon as the process was complete.

Councilmember Lackey mentioned that he would like to see a letter of support regarding the use of Hotel/Motel funds for infrastructure improvements from the State Auditor.

Attorney Eaton expressed that he would like a formal Attorney General opinion on this issue prior to the Town's use of Hotel/Motel funds for infrastructure.

Councilmember Sheiman asked Representative Morris to confirm that if the local lodging industry, CTED, Council and the community supported the idea of using Hotel/Motel tax funds for tourism impacted infrastructure improvements the State Auditor's Office and the State Legislator's would be in agreement with the use of such funds. Mr. Morris concurred with her statement.

Councilmember Sheiman suggested forming a board to survey the local lodging industry and to draft a letter to the State Auditor with the results of the survey.

The discussion continued regarding the ratio of Hotel/Motel funds required for promotion of tourism versus the ratio used for tourism infrastructure impacts.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1998

Attorney Eaton asked if 100% of Hotel/Motel funds could be used for tourism related impacts to infrastructure. Mr. Morris stated that there is currently not an established percentage formula. He stated that CTED will monitor the use of Hotel/Motel funds and if infrastructure abuses occur the Legislators may want to change the law to prohibit such abuse.

Pete DeLorenzi, a new Chamber of Commerce Officer, read a statement in support of the Council's use of Hotel/Motel tax funds.

Tape #1 position #2103

Skip Metzker, representative for the Visitor Information Service (VIS) as well as owner of the San Juan Inn and the Tucker House B & B, noted that none of the Hotel/Motel funds collected in the Town of Friday Harbor go to fund the Visitor Information Service. He said Council decisions regarding Hotel/Motel tax use could effect the entire State of Washington. He stated his support of the proposed use of Hotel/Motel taxes for infrastructure improvements. He stated that VIS would cooperate with Council.

Councilmember Sheiman suggested a Council workshop with a San Juan Island Chamber representative in attendance.

Attorney Eaton suggested we attain confirmatory information regarding the use of Hotel/Motel tax funds for tourism impacted infrastructure from the State Auditor, Attorney General and the transcripts from the State Legislature prior to a workshop.

Mayor Boothman thanked Ms. Pollard and Mr. Morris for their input.

Tape #1 position #2319

There were no non-agenda items forthcoming.

At 1:08 PM, Councilmember Wilson moved and Councilmember Dickinson seconded to go into executive session with no action anticipated. The motion passed unanimously.

At 1:52 PM, Councilmember Lackey moved and Councilmember Sheiman seconded to come out of executive session with no action taken. The motion passed unanimously.

Councilmember Lackey moved and Councilmember King seconded to approve the payment of claims warrants # 15422 through 15505 in the amount of \$78,806.50. The motion passed unanimously.

At 1:53 PM, hearing no objection Mayor Boothman declared the meeting adjourned.

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Gary G. Boothman, Mayor

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Kelle Wilson, Town Clerk

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1998

### Town Council –October 15, 1998 @ 7:30 PM

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

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

Mayor Boothman led the meeting in the Pledge of Allegiance.

During the public access portion of the meeting, Renee Polda, Gary Antzoulatos, and Joaquin Hubbard requested improvements be made to Cahail Park located off of Argyle Avenue. They volunteered their time as well as to organize a work committee for Cahail Park improvements.

Mayor Boothman noted that \$5000 was budgeted in 1998 for improvements to Cahail Park. He explained that Council may not budget funds for improvements to Cahail Park in 1999 due to budget restraints. He suggested the volunteers formulate a plan and complete their repairs prior to the end of 1998.

At 7:40 PM, Mayor Boothman opened the Council work session on the 1999 proposed Town budget. He summarized proposed personnel changes as well as other changes stated in his memo to Council dated 10/9/98.

Councilmember King expressed her confusion regarding the assumption that there would not be a utility rates increase as proposed in the submitted budget. She said it was obvious that a utility rate increase would need to be implemented and suggested raising the utility rates by 10%.

Tape #1 position #1398

Discussion continued regarding rate increase alternatives that could be implemented. Following discussion, the consensus of Council was that a 5% utility rate increase would be more appropriate for those on fixed incomes.

Councilmember Dickinson inquired about the computer system budget. She asked if the funds to be budgeted were for new equipment or for the upgrade of current equipment.

Computer Systems Administrator Dubail explained his department's budget proposal. He explained that significant portions of the Systems Administration budget are requests from other Town departments for information technology. He also expressed that a portion of the proposed budget was for wiring and obtaining access availability to the general public as requested by previous Councils and the Information Management Plan.

Councilmember King again noted that the computer system budget seemed rather liberal.

Tape #2 position #276

At 9:15 PM, Mayor Boothman suggested further budget deliberations be continued at the November 5, 1998 Town Council meeting.

There were no non-agenda items forthcoming.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1998

At 9:16 PM, Administrator Fitch gave his Administrator's report.

Administrator Fitch asked for volunteers to attend the Federal Census 2000 meeting in the Board of County Commissioners (BOCC) meeting room on October 20, 1998. There were no volunteers forthcoming.

Administrator Fitch reported that the Turn Point/Pear Point Road public meeting would be held on November 4, 1998 in the BOCC meeting room at 7:00 PM. He explained this meeting was to give citizens the opportunity to voice their concerns and it was not a formal public hearing.

Administrator Fitch informed Council of a Disaster Bill meeting on November 10, 1998 from 3:00 PM through 6:00 PM in the Emergency Operations Center at 1000 Guard Street.

Administrator Fitch explained that David Kinderfather is prepared to give his Town Hall space needs assessment presentation to the Council at the November 5, 1998 noon Council meeting.

Administrator Fitch informed Council that Roberto's Restaurant new owner has requested a continuation of a right-of-way lease on A Street so that he can get permission for a Washington State Liquor License for the decks of the restaurant.

Administrator Fitch reminded Council that the Pope Family property located at 635 Spring Street is still available for lease or purchase. He suggested it might be a good location for the Public Works Department and to place equipment under cover.

At 9:25 PM, hearing no objection, Mayor Boothman declared the meeting adjourned.

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Gary G. Boothman, Mayor

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Kelle Wilson, Town Clerk

### **Town Council – November 5, 1998 @ 12:00 PM**

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

Members present: Dickinson, King, Lackey, Sheiman, & Wilson

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

Mayor Boothman led the meeting in the Pledge of Allegiance.

Hearing no objection, Mayor Boothman declared the minutes of October 15<sup>th</sup>, 1998 noon and 7:30 PM meetings approved as submitted.

There were no public access items forthcoming.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1998

At 12:03 PM, Mayor Boothman presented a certificate to Kelle Wilson in appreciation for her five years of employment with the Town.

Additionally, Mayor Boothman acknowledged that Waste Water Laboratory Technician, Kevin Kirk, successfully completed the Brown and Caldwell Biological Nutrient Removal training course.

At 12:05 PM, noting the absence of Sheriff Cumming, Mayor Boothman asked Fire Chief Low to give his departmental report.

In appreciation of Council's interest in Fire Department drills, Chief Low presented the Council with a signed picture of the Town volunteer firefighters. Chief Low reported that his department responded to 13 incidents since the beginning of October. The Chief summarized various activities and active firefighter crew levels. He stated that the program to issue smoke detectors and batteries has been well received by the community. He stated approximately 21 smoke detectors and 50 batteries have been distributed.

Chief Low answered various inquires from Council.

Mayor Boothman thanked Chief Low for his report.

At 12:10 PM, Sheriff Cumming stated that he did not see the continued value in the Ferry Traffic Control Program and suggested Council forego budgeting the program in 1999. Mr. Cumming suggested that Council raise the fine for skateboarding downtown to a graduated fine starting at \$25 and graduating to \$100 for repeat offenders. Mr. Cumming once again suggested Council invoke a gambling tax as an additional source of revenue.

Sheriff Cumming answered various inquires from Council.

Mayor Boothman thanked Mr. Cumming for his report.

At 12:16 PM, Maintenance Supervisor Reitan reported that the Reed Street project is nearing completion. He stated that the waste water laboratory has once again passed the state's examination for certification. He noted the Trout Lake reservoir is 65" below the spillway compared to 39" below last year. He stated that the Refuse Department is operating well.

Mayor Boothman asked the current location of the Town's generator's. Mr. Reitan stated that the 125kw generator is located at the Water Treatment Plant; the 75kw generator is located at the Town Shop; the 45kw and 175kw generators are located at the Waste Water Treatment Plant.

Mayor Boothman thanked Mr. Reitan for his report.

At 12:24 PM, Permit Coordinator Jones distributed and summarized the Planning Department projects as of 11/5/98. Mr. Jones praised the current Planning Commission for their enthusiasm, willingness to work together, and ability to compromise to get the job done. He gave partial credit to Consultant Slocomb's leadership qualities.

Following various inquires from Council, Mayor Boothman thanked Mr. Jones for his report.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1998

At 12:28 PM, Building Inspector Hodges introduced the new deputy building inspector, Barbara Dollahite. Mr. Hodges summarized the three building permits received since his last report. He reported on a proposed inter-local agreement with Centurytel Communications for the use of their generator in the event of a power outage.

Following various inquires from Council, Mayor Boothman thanked Mr. Hodges for his report.

At 12:35 PM, Mayor Boothman introduced draft resolution #1123 authorizing the Mayor to accept a proposal from W.S. Darley & Company c/o L.D. Heaton & Associates to provide a fire engine with aerial apparatus.

Chief Low gave a brief overview of the bidding process and the new fire engine's capabilities.

Councilmember Lackey moved and Councilmember Sheiman seconded to adopt Resolution #1123. The motion passed unanimously.

At Administrator Fitch's request, Mayor Boothman relocated the discussion of draft resolution #1124 later on the agenda.

At 12:41 PM, Mayor Boothman opened the Council work session on the 1999 proposed Town budget. Administrator Fitch explained the particulars of the replacement pages submitted by Treasurer Picinich.

Administrator Fitch explained that more Federally unfunded mandates are scheduled in 1999. For example, the mailing of a Consumer Confidence Report to all utility customers and the expansion of the backflow prevention program.

Mayor Boothman explained his matrix displaying two new single-family water rate blocks affecting large water consumers and providing the Town with additional revenue.

At 12:59 PM, Councilmember Wilson left the meeting due to a work commitment.

At 1:04 PM, hearing no objection, Mayor Boothman declared the meeting in executive session to discuss pending litigation.

At 1:30 PM, hearing no objection, Mayor Boothman returned the meeting to regular session with no action taken.

Councilmember Sheiman moved and Councilmember Lackey seconded to extend the meeting until 1:40 PM. The motion passed unanimously.

Mayor Boothman introduced draft resolution #1124. Administrator Fitch explained the particulars of said resolution and read a fax received 11/2/98 from John Friberg, President of Friberg Construction withdrawing his offer to sign change order #5.

Attorney Eaton gave a brief legal opinion of the legal issues regarding the withdrawal of change order #5 from Mr. Friberg. He suggested Council take no action on draft resolution #1124 at this time.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1998

The consensus of Council was to take no action on draft resolution #1124.

Councilmember Lackey moved and Councilmember Sheiman seconded to approve claim warrants #15508 through 15591 in the amount of \$134,005.53 and payroll warrants #6289 through 6329 in the amount of \$109,922.79. The motion passed unanimously.

At 1:40 PM, hearing no objection, Mayor Boothman declared the meeting adjourned.

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Gary G. Boothman, Mayor

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Kelle Wilson, Town Clerk

### **Town Council – November 5, 1998 @ 7:30 PM**

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

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

Mayor Boothman led the meeting in the Pledge of Allegiance.

During the public access portion of the meeting, John Wilson, of Boy Scout Troop #94, stated that he is working towards achieving his eagle scout and was attending the Council meeting as part of the requirement for his community merit badge.

Consultant Slocomb distributed the October 28, 1998 minutes of the Marine Resource Committee meeting. Mr. Slocomb asked Council for direction on the Near Shore Habitat project.

Mayor Boothman suggested Mr. Slocomb submit a letter to Council outlining the Marine issues under discussion.

Councilmember Dickinson reported on her meeting with Renee Polda, physical education teacher for the Spring Street School, regarding improvements to Cahail Park.

Mayor Boothman suggested Councilmember Dickinson contact Park and Recreation representative Chris Nelson regarding additional park funding.

Following discussion, it was suggested that a plan for improvements be brought before Council.

At 7:48 PM, Mayor Boothman introduced draft resolution #1125 authorizing the Mayor to execute a lease agreement for a portion of First Street and A Street right-of-way. Councilmember Lackey moved and Councilmember King seconded to adopt Resolution #1125. The motion passed unanimously.

At 7:49 PM, Mayor Boothman introduced draft resolution #1126 adopting the 1998 Friday Harbor Intermodal Facility Study.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1998

Administrator Fitch explained minor discrepancies in the document. He noted that none of the other agencies have signed the Intermodal Facility Study document yet.

Councilmember Sheiman moved and Councilmember Dickinson seconded to adopt Resolution #1126. The motion passed unanimously.

At 7:53 PM, Mayor Boothman introduced draft ordinance #1097 relating to the establishment of a joint local organization for emergency management services and a local committee for hazardous chemical emergency response planning. Administrator Fitch stated that if Council gives their approval of the current version of said ordinance, the next step would be approval by the San Juan County Commissioners and then bring said ordinance back to Council on November 19<sup>th</sup> for adoption.

Consensus of Council was to take no action on draft ordinance #1097 at this time, and to bid Administrator Fitch to forward the said ordinance to San Juan County Commissioners.

Administrator Fitch reminded Council of the County wide disaster drill on November 10, 1998 from 3:00 PM through 6:00 PM located at the Emergency Control Center on Guard Street.

At 8:00 PM, Mayor Boothman opened the 1999 proposed Town budget work session.

At Councilmember King's suggestion, Administrator Fitch explained the budget process; starting at Department Heads requests through the budgets submittal to Council.

Councilmember Sheiman questioned the necessity for the proposed Planner position.

Administrator Fitch explained that land use laws are more complicated since the advent of GMA and the ensuing concurrency compliance issues. He expressed that these complicated processes have put a substantial burden on his time as the Town Administrator. The proposed that the planning position would alleviate the land use administration from his desk.

Mayor Boothman expressed his concern that if some of the Administrator's responsibilities were not placed elsewhere, Administrator Fitch was going to become "burned out" and leave Town employ.

Councilmember Wilson had reservations regarding the hiring of a qualified planner. He remembered that the Town's prior experience with a qualified planner was not a favorable one, in his opinion.

Councilmember Dickinson wondered if the Town constituents would understand the funding of a new planning position.

Following discussion, it was the consensus of Council to request Administrator Fitch and Treasurer Picinich readdress the new planner position.

Discussion continued regarding the deletion/addition of various programs.

Following discussion, it was requested that System Administrator Dubail reduce his departmental budget by 33%.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1998

Councilmember Lackey suggested that the Information Management Plan update remain budgeted.

At 9:28 PM, during the non-agenda portion of the meeting, Councilmember Sheiman asked for a copy of the Mayor's letter sent to Keith Loughheed, State Auditor's Office, dated 10/29/98.

Mayor Boothman suggested the meeting be extended until 9:45 PM. Council concurred, with the exception of Councilmember Wilson.

At 9:31 PM, Administrator Fitch gave his Administrator's report.

Administrator Fitch established that several requests from various organizations for a portion of the Hotel/Motel taxes collected by the State of Washington have been received.

Mr. Fitch stated that the University of Washington has requested that the Town 1999 **Sewer** Department budget approximately \$10,000 to help replace an aging generator. The consensus of Council was to take no action on the request.

Mr. Fitch informed Council that San Juan County Public Works has canceled the Argyle Road project. Consequently, the Town will not need to budget for the water line improvements along Argyle Road.

Mr. Fitch informed Council that the Turn Point/Pear Point public meeting has been rescheduled for November 18<sup>th</sup>, 1998 from 7:00 PM through 8:30 PM at the Middle School Cafeteria. He stated that the project environmental impact statement would be available on November 10, 1998.

At 9:40 PM, hearing no objection, Mayor Boothman continued the meeting to 11/10/98 at 7:15 PM for a work session on the 1999 proposed Town budget and declared the meeting adjourned.

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Gary G. Boothman, Mayor

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Kelle Wilson, Town Clerk

### **Town Council – November 10, 1998 @ 7:15 PM**

The Town Council met in continued regular session.

Members present: King, Lackey, Sheiman, & Wilson

Others present: Town Administrator Fitch, & Treasurer Picinich

In the absence of Mayor Boothman, Councilmember Sheiman moved and Councilmember King seconded to appoint Councilmember Wilson Mayor Pro-tem. The motion passed unanimously.

Mayor Pro-tem Wilson led the meeting in the Pledge of Allegiance.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1998

Mayor Pro-tem Wilson opened the work session on the 1999 proposed Town budget.

Administrator Fitch noted the receipt of a new preliminary budget placed before Council with a memo highlighting the alterations.

The Clerk belatedly called the roll.

Following memo review, Administrator Fitch responded to various inquires from Council regarding projected revenue increases and the budgeting of the Water Conservation Department.

Mayor Pro-tem Wilson suggested that to keep the work session from becoming sidetracked, the direction of the budget work session should follow the outline of the memo addressed to Council from Mayor Boothman and Administrator Fitch dated 11/9/98. Council concurred.

Following the memo outline, Council made various inquires of Administrator Fitch and Treasurer Picinich regarding various aspects of the proposed budget.

Administrator Fitch suggested increasing the water and **sewer** connection fees. In addition, he suggested that 20% of the water and **sewer** connection fee should be distributed to system development. Discussion followed, with no decision forthcoming.

Administrator Fitch proposed a 10% increase in refuse collection rates. Council concurred.

Councilmember Sheiman requested staff give a cost proposal to convert the running of the Solid Waste Facility on Sutton Road from San Juan County to the Town.

Following discussion, Council agreed that the stormwater utility rates should receive a 5% increase.

Councilmember Wilson objected to the proposed funding of the distribution of hotel/motel taxes. He suggested that Council wait to fund the requests from various organizations for hotel/motel money until after a decision has been received from the State Auditor's Office regarding the use of hotel/motel tax funds for infrastructure.

**Councilmember Sheiman suggested that the answer from the State Auditor's office would most likely be a negative response due to the mention of our wastewater treatment plant in the Mayor's letter to the State Auditor's Office dated 10/29/98.** Councilmember Sheiman requested that her budget request for the distribution of hotel/motel funds to the Chamber of Commerce remain in the budget.

Mayor Pro-tem Wilson suggested a discussion regarding the use of hotel/motel tax funds be placed on the November 19<sup>th</sup> Town Council agenda. Council concurred.

Council concurred with the modified Information Technology budget. Administrator Fitch stated that Systems Administrator Dubail requested several items be considered for reinstatement in his budget. Administrator Fitch explained the requests. It was Council consensus that the network wiring project for approximately \$2,623 be reinstated into the Information Technology budget.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1998

Treasurer Picinich requested the reinstatement of \$2000 for cabinets in the Town Hall copy room. It was the consensus of Council to approve her request.

Administrator Fitch stated that with the inclusion of the Fire Department under his administrative duties, he intended on putting forth a request to Mayor Boothman for an increase in his wages. It was noted that an increase in the Administrator's wage would be agreeable.

At 9:35 PM, Councilmember Lackey moved and Councilmember Sheiman seconded to adjourn. The motion passed unanimously.

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Eugene D. Wilson, Mayor Pro-tem

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Kelle Wilson, Town Clerk

### **Town Council – November 19, 1998 @ 12:00 PM**

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

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

Mayor Boothman led the meeting in the Pledge of Allegiance.

During the public access portion of the meeting, Pete DeLorenzi, Post Office Box 1133 and Commander of the Friday Harbor American Legion, noted that the American Legion would not be adverse to the addition of a gambling tax in the Town of Friday Harbor. He noted that under the gambling tax laws non-profit organizations could be taxed differently than profit organizations and asked Council to consider this option.

David Baughn, 1283 Rocky Lane and President of the Chamber of Commerce, gave a brief overview of the Chamber organization and purpose.

At 12:07 PM, Mayor Boothman introduced planning commission candidate Kathleen McKenzie.

Ms. McKenzie of 120 Nichols Street #7 answered various questions from Council.

Mayor Boothman thanked Ms. McKenzie for taking the time to introduce herself to Council.

At 12:09 PM, David Kinderfather of 370 Spruce Street and Architect for the Town Hall Expansion Space Study presented the Town Hall Space Planning Study dated 10/12/98. Among other suggestions addressed in the study, he suggested that a period of two be allocated for planning and design prior to construction.

Mayor Boothman thanked Mr. Kinderfather for his presentation.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1998

At 12:29 PM, Mayor Boothman opened the public hearing on revenue resources for the 1999 Town budget.

Treasurer Picinich distributed a handout summarizing the Town's revenue resources. Administrator Fitch and Treasurer Picinich answered various questions from Council regarding the Town's revenue resources.

Administrator Fitch summarized that the revenue increases currently proposed were a 6% property tax increase, a 5% water rate increase as well as two new single-family consumption block rates, a 5% utility rate increase in the **sewer** and stormwater funds, and a 10% increase in the refuse fund.

Councilmember Sheiman inquired about the amount of revenue gains the Town would receive if they chose to impose a gambling tax.

Treasurer Picinich noted that a prior study of gambling tax revenues completed in 1991 estimated revenues at approximated \$18,000.

Mayor Boothman suggested that the gambling tax revenue discussion be placed on the joint meeting agenda with the San Juan County Board of Commissioners scheduled for December 9<sup>th</sup>, 1998.

Administrator Fitch noted that it was too late in the budget process to impose a gambling tax to the current 1999 proposed budget. He noted that Council could amend the budget early in 1999 if they chose to impose the gambling tax.

At 12:48 PM, hearing no further input, Mayor Boothman closed the public hearing on Town revenue resources.

During the non-agenda portion of the meeting, Administrator Fitch distributed draft Resolution #1130. A resolution authorizing the Mayor to execute Change Order #6 on the contract with Friberg Construction for the Malcolm Street Storm Drainage Improvement Project. Administrator Fitch explained the particulars of said resolution.

Councilmember Sheiman moved and Councilmember Lackey seconded to adopt Resolution #1130. The motion passed unanimously.

Administrator Fitch informed Council that the Malcolm Street Storm Drainage Improvement Project contract completion date is November 20<sup>th</sup>, 1998. He inquired if Council wanted the sidewalk repairs to begin near the Mystical Mermaid and Friday Harbor Grocery during the Thanksgiving holiday weekend. Council agreed that the repairs to the stated section of sidewalk should be delayed until November 30<sup>th</sup>, 1998.

At 1:12 PM, Councilmember Lackey moved and Councilmember King seconded to approve the payment of claims warrants #15594 through 15645 in the amount of \$86,934.11. The motion passed unanimously.

At 1:15 PM, following discussion, Mayor Boothman declared the minutes of November 5<sup>th</sup> at noon and 7:30 PM and November 10<sup>th</sup> at 7:15 PM meetings approved as amended.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1998

At 1:15 PM, hearing no objection, Mayor Boothman declared the meeting adjourned.

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Gary G. Boothman, Mayor

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Kelle Wilson, Town Clerk

### **Town Council – November 19, 1998 @ 7:30 PM**

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

Members present: Dickinson, King, Lackey, Sheiman, & Wilson

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

Mayor Boothman led the meeting in the Pledge of Allegiance.

During the public access portion of the meeting, Dave Baughn, President of the San Juan Island (SJI) Chamber of Commerce, gave a brief overview of the Chamber organization, purpose and benefits to the Friday Harbor business community.

Pete DeLorenzi, SJI Chamber member, spoke in support of the statements made by Mr. Baughn.

At 7:35 PM, Mayor Boothman noted that the Council confirmation of Ms. McKenzie to the Planning Commission would be delayed until the first Council meeting in December. He stated this delay would allow Council appropriate time to contact Ms. McKenzie with their questions.

At 7:36 PM, Mayor Boothman opened the Council discussion of the hotel/motel tax monies.

Administrator Fitch explained the particulars of the implementation of the hotel/motel tax within the Town of Friday Harbor. He explained prior Council's intentions for the use of hotel/motel funds. He suggested that Ordinance #852 might need to be amended if the present Council were to designate new uses of the hotel/motel funds. He summarized the evolution of the hotel/motel laws within the legislature and the varying definitions received from different organizations regarding the acceptable use of collected hotel/motel monies.

Mayor Boothman inquired if previously collected hotel/motel funds could be distributed under the old law or if they must be distributed for the uses designated under the current law.

Attorney Eaton said he would investigate an answer to that question. He suggested an answer to that question should be reached prior to the distribution of any previously collected funds.

Councilmember Sheiman suggested that the creation of a Lodging Tax Advisory Committee may be beneficial.

Discussion continued regarding the need to form/or not to form a Lodging Tax Advisory Committee.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1998

Councilmember Lackey suggested Council retain all hotel/motel tax funds until the receipt of an answer from the State Auditor's Office regarding the use of such funds for infrastructure. Councilmember Wilson inquired when an answer would be forthcoming.

Mayor Boothman stated he would contact the State Auditor's Office again regarding a response to his 11/18/98 letter.

Mayor Boothman asked Councilmember Sheiman to locate guidelines for the use of hotel/motel tax funds from other jurisdictions.

Administrator Fitch suggested Council notify the public of the availability of hotel/motel funds, form criteria for the distribution of the funds, as well as establishing accountability for the use of the monies by the recipient.

It was the consensus of Council to further discuss hotel/motel funds during a workshop at the first evening Town Council meeting in December. It was further agreed that all funding for various solicitors should be deleted from the proposed 1999 budget.

At 8:27 PM, Mayor Boothman opened the discussion of draft Resolution #1129. A resolution recognizing the 1896 vacation of a portion of Caines Street and authorizing the Mayor to execute a deed to clarify the public records in that regard.

Attorney Eaton summarized the particulars of said resolution. He expressed that this resolution was primarily to clear up Town records.

Administrator Fitch noted his reservations regarding the rights of the property owners at the end of this vacation area. He suggested obtaining a boundary line adjustment from the Nash family.

Following discussion, Councilmember Sheiman moved and Councilmember Dickinson seconded to adopt Resolution #1129 as stated. The motion passed unanimously.

At 8:41 PM, Mayor Boothman declared a short recess.

At 8:48 PM, Consultant Jim Slocomb gave a progress report on the Marine Resources Committee. He noted recent updates in the Northwest Straits Commission.

Administrator Fitch questioned the need for a Town representative on this Committee. Mr. Slocomb agreed that currently a Town representative is apparently not needed.

Councilmember Sheiman suggested monitoring the committee's agendas and attending those meetings that involve the Town. Mr. Slocomb indicated that continued absences may jeopardize the Town's position on the committee.

Councilmember Lackey suggested Mr. Slocomb continue to represent the Town at the Marine Resource Committee meetings. There were no objections to this suggestion.

Mayor Boothman thanked Mr. Slocomb for his presentation.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1998

At 9:02 PM, Mayor Boothman introduced draft Resolution #1128. A resolution authorizing the Mayor to execute a law enforcement contract with San Juan County for the calendar year 1999.

Administrator Fitch explained the particulars of said resolution.

Councilmember Lackey moved and Councilmember Sheiman seconded to adopt Resolution #1128 as stated. The motion passed unanimously.

At 9:07 PM, Mayor Boothman introduced draft Resolution #1127. A resolution setting the Town of Friday Harbor's property tax levy for 1999.

Councilmember Lackey moved and Councilmember King seconded to adopt Resolution #1127 as stated. The motion passed unanimously.

At 9:07 PM, Mayor Boothman introduced draft Ordinance #1098. An ordinance fixing and levying the amount of Ad Valorem taxes for the Town of Friday Harbor for 1999.

Councilmember Lackey moved and Councilmember Sheiman seconded to adopt Ordinance #1098 as stated. The motion passed unanimously.

At 9:08 PM, during the non-agenda section of the agenda, Councilmember Dickinson stated her agreement with previous budget changes addressed during her absence, but would like to offer additional changes.

Council agreed that a budget discussion should be placed on the December 3<sup>rd</sup> noon Town Council agenda.

At 9:10 PM, Administrator Fitch gave his Administrator's report.

Administrator Fitch distributed a memo from Laura Arnold, SJC Planning Director dated 11/18/98 addressed to the Board of County Commissioners (BOCC) regarding development options for the solid waste facility.

Mr. Fitch explained the various potential solutions for the joint use of the solid waste facility site. Following discussion, it was the consensus of Council that an additional option asking the County to vacate the leased area be added to the solid waste facility site options. Council agreed they would like a discussion placed on the December 3<sup>rd</sup> Town Council agenda as well as a discussion at the joint Council and BOCC agenda slated for December 9<sup>th</sup> at 1:30 PM.

Administrator Fitch distributed a memo from Laura Arnold, SJC Planning Director dated 11/18/98 addressed to the BOCC regarding the Friday Harbor jurisdiction and administrative boundaries. Mr. Fitch explained that a draft resolution to establish jurisdiction lines and an inter-local agreement for permits, etc. would be introduced at the joint Council/BOCC meeting on December 9<sup>th</sup>, 1998.

At 9:33 PM, hearing no objection, Mayor Boothman declared the meeting adjourned.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1998

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Gary G. Boothman, Mayor

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Kelle Wilson, Town Clerk

### **Town Council – December 3, 1998 @ 12:00 PM**

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

Members present: Dickinson, King, & Lackey

Others present: Town Administrator Fitch, & Treasurer Picinich

Mayor Boothman led the meeting in the Pledge of Allegiance.

During the public access portion of the meeting, Annie Adams of 1943 Pear Point Road, and member of San Juan Pastel Society requested \$13,400 of hotel/motel tax funds to paint a San Juan Island cultural heritage mural on the 100' wall facing the Port of Friday Harbor.

At 12:05 PM, Dave Ellingson thanked the Council for undertaking their task of civic responsibility and noted his appreciation for the Council's dedication to the community. He explained his recent trip to the City of Bosanko Grahovo, Bosnia and presented a bottle of Plum Brandy from the Mayor of Bosanko Grahovo to the Council. He noted that a major portion of the City of Bosanko Grahovo has been destroyed by war. He remarked that the City of Bosanko Grahovo is approximately the same size as the City of Anacortes.

Following inquires, the Mayor thanked Mr. Ellingson for his presentation.

At 12:12 PM, Sheriff Cumming noted a petition received from the Marguerite Street property owners concerning the increase of traffic in their area. Mr. Cumming noted that as the population grows in Friday Harbor, traffic would use the outer streets as a way to avoid Town congestion.

Mr. Cumming announced that Scott Brennan was recently appointed to the position of Town Sergeant. He stated that among other duties, Mr. Brennan would be handling the scheduling for Town patrols.

Mayor Boothman thanked Mr. Cumming for his report.

At 12:16 PM, Fire Chief Low stated that the Fire Department received 9 calls in November. He briefly described the nature of each call. Mr. Low noted that the burn house training has been beneficial to the volunteer fire fighters. He updated Council on the success of the smoke alarm distribution project.

Mayor Boothman thanked Mr. Low for his report.

At 12:24 PM, Maintenance Supervisor Stan Reitan reported that the reservoir is 29 1/2 inches below the spillway, that water production is down from last year and that all departments operated well during recent power outages.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1998

Mr. Reitan reported the completion of Reed Street and said the Street Department will begin to prepare for the installation of sidewalks on Spring Street near Spring Street Square. He declared that the Town's sanding trucks are loaded and ready for severe weather. He stated that the new storm drainage system is operating well.

Mr. Reitan mentioned that the **Sewer** Department is functioning well, although pump station #2 is undergoing some minor electrical repairs.

Mr. Reitan stated that the Refuse Department is functioning well. He complimented Heath Ray for presenting new ideas to save the Town money.

Mayor Boothman presented a Certificate of Appreciation and a check for \$100.00 to Heath Ray as part of the Mayor's Incentive Awards Program. Mr. Ray earned the award by proposing the Town reduce the opening of Town public trash can lids so as to discourage people from bringing residential trash from their homes and putting it into Town cans.

Mayor Boothman thanked Mr. Reitan for his departmental update.

At 12:36 PM, Water Conservationist/Historical Preservation Coordinator Nancy Larsen distributed and summarized her departmental status report for November 1998. She stated that the Historical Preservation Review Board's current focus is to locate character-defining features for historical guidelines. To this end, they have been culling information while touring the Town streets. She noted that the guidelines are almost complete.

Ms. Larsen noted that the rain barrel program has been well received by the public. She explained that rain barrels are available for pickup at the Town Shop located at 501 Marguerite Street.

Ms. Larsen explained that having recently rendered her Water Conservation Coordinator's resignation to Mr. Fitch, she was currently coordinating her files in anticipation of turning them over to someone else.

Mayor Boothman thanked Ms. Larsen for her dedication to the water conservation program.

At 12:49 PM, Building Official Jim Hodges summarized the previously distributed Building Department Report for November 1998. Mr. Hodges said that the new Town building located at 339 Tucker Avenue, to be occupied by the Thrifthouse, should be ready for occupancy early in 1999.

Mr. Hodges notified Council of the availability of a new 25kw generator for \$10,000. He said the generator could be used to power the Town Hall Administrative offices during a power outage.

Mayor Boothman thanked Mr. Hodges for his report.

At 12:48 PM, Mayor Boothman opened the Council work session on the 1999 proposed Town budget.

Councilmember Dickinson inquired if the funding for a new Building/Planning Department Clerk 1 position would eliminate the contract services funding in the Building department. Administrator

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1998

Fitch concurred that the contract services funding would be eliminated in the Building Department.

Councilmember Dickinson requested another \$5000 for improvements to Cahail Park be added to the 1999 budget. Following discussion, it was the consensus of Council that following additional cost information and discussions with Park and Recreation regarding funding, the 1999 budget could be amended to include Councilmember Dickinson's request if needed.

Councilmember Dickinson inquired if additional street lighting is needed on Town crosswalks. She also stated that Maintenance Supervisor Reitan would like to see street lights installed on Hunt Street.

Administrator Fitch stated that the Hunt Street residents have been resistant to the addition of street lights in their neighborhood. Following discussion, it was the consensus of Council to have Councilmember Dickinson poll the residents of Hunt Street regarding the addition of street lights.

Councilmember Dickinson asked if Council wanted to budget for the purchase of a 25kw generator to power Town Hall. Following discussion, it was the consensus of Council that further investigation regarding power load analysis is needed prior to a discussion of the merit of buying a generator for the Administrative offices.

At 1:15 PM, Councilmember Dickinson moved and Councilmember Lackey seconded to confirm Kathleen McKenzie to position #7 on the Town Planning Commission. The motion passed unanimously.

At 1:16 PM, during the non-agenda portion of the meeting, Councilmember King suggested Councilmembers supply their cellular phone numbers to Administrator Fitch for use during power outages when standard phone communications are unavailable.

Councilmember Lackey moved and Councilmember King seconded to approve the minutes of November 19, 1998 noon and 7:30 PM Town Council meetings as submitted. The motion passed unanimously.

Councilmember Lackey moved and Councilmember Dickinson seconded to approve claims warrants #15648 through 15695 in the amount of \$65,204.52 and payroll warrants #6331 through 6372 in the amount of \$107,976.66. The motion passed unanimously.

Mayor Boothman introduced draft Resolution #1132. A resolution authorizing the Mayor to execute a lease purchase agreement for an aerial apparatus fire truck between the Town of Friday Harbor and First Municipal Lease Corporation.

Administrator Fitch explained the particulars of the lease options available. Mr. Fitch recommended exhibit #2, designating a seven-year lease purchase proposal.

Councilmember Lackey moved and Councilmember King seconded to adopt said Resolution #1132 stipulating exhibit #2 as the accepted lease purchase proposal. The motion passed unanimously.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1998

Mayor Boothman indicated that a State Attorney General determination in regards to his letter to the State Auditor's Office dated 10/29/98 should be expected within four to six weeks. Mayor Boothman also indicated an informal opinion in response to his letter dated 11/18/98 should be forthcoming in a week or two.

Administrator Fitch asked if the local United Way organization could give a presentation to Town employees during business hours. Consensus of Council was to approve such a presentation.

Administrator Fitch noted the receipt of a letter from Jim Carroll of the Front Street **Café** dated 11/25/98 regarding the addition of a sidewalk light on Front Street and the elimination of the crosswalk at the corner of Front and Spring streets.

At 1:35 PM, hearing no objection, Mayor Boothman declared the meeting adjourned.

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Gary G. Boothman, Mayor

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Kelle Wilson, Town Clerk

### **Town Council –December 3, 1998 @ 7:30 PM**

The Town Council met in regular session.

Members present: Dickinson, King, Lackey, & Wilson

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

In the absence of Mayor Boothman, Councilmember Dickinson moved and Councilmember King seconded to appoint Councilmember Wilson Mayor Pro-tem. The motion passed unanimously.

Mayor Pro-tem Wilson led the meeting in the Pledge of Allegiance.

During the public access portion of the meeting, Pete DeLorenzi, PO Box 1133, wished the Council happy holidays.

At 7:33 PM, Mayor Pro-tem Wilson opened the public hearing on the 1999 proposed Town budget.

Administrator Fitch explained the particulars of the 1999 proposed budget, including a clarification request from Mr. DeLorenzi regarding hotel/motel allocated funds.

At 7:43 PM, hearing no further public input, Mayor Pro-tem Wilson closed the public hearing on the 1999 proposed Town budget.

Mayor Pro-tem Wilson opened the Council discussion on hotel/motel tax monies.

Council reviewed packet information previously gathered by Councilmember Sheiman regarding other cities guidelines for hotel/motel funds distribution.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1998

Councilmember King suggested the Council should formulate the guidelines and criteria for the distribution of hotel/motel tax funds rather than a committee. She said a committee could be formulated afterward to review and adhere to the guidelines set out by Council.

Councilmember King suggested that regardless of the State Attorney General's decision regarding the use of hotel/motel tax monies for infrastructure, the guidelines and criteria should be determined.

Council discussion continued regarding the allocating of hotel/motel funds for property acquisition, public bathrooms, and parking.

It was the consensus of Council that a work session should be scheduled at the first evening meeting in January 1999 to begin formulating hotel/motel disbursement criteria and guidelines.

Mayor Pro-tem Wilson introduced draft Ordinance #1099. An ordinance levying a special excise tax of two percent (2%) on the sale or charge made for the furnishing of lodging by hotels, rooming houses, tourist courts, motels, bed & breakfast establishments, or trailer camps; designating a special fund whereby the monies collected by imposing such tax shall be accumulated for the purposes permitted by chapter 67.28 RCW, and providing the penalty for violation thereof, and repealing Ordinance #852 in its entirety.

Attorney Eaton explained the particulars of said ordinance as distinguished from the previous hotel/motel Ordinance #852.

Councilmember Lackey moved and Councilmember Dickinson seconded to adopt Ordinance #1099 as stated. The motion passed unanimously.

At 8:25 PM, Mayor Pro-tem Wilson declared a short recess.

At 8:30 PM, Mayor Pro-tem Wilson opened the Council discussion of solid waste issues.

Administrator Fitch explained that on the "Options for County Solid Waste Facility Site – San Juan Island" matrix, option #6 covered the previous Council request to add an option for the County to vacate the Town property located on Sutton Road. Administrator Fitch explained the various options available using a 1996 aerial photo of the site.

It was the consensus of Council to select option #1, which reads: "County scales back operation to fit within lease area and within lease terms. Town uses shelf area for its road maintenance equipment."

At 9:00 PM, Mayor Pro-tem Wilson introduced the first reading of draft Ordinance #1100. An ordinance adopting water rate tables and repealing Ordinance #1085 in its entirety.

Administrator Fitch explained the particulars of said ordinance.

Mayor Pro-tem Wilson questioned the difference in rates between commercial base rates and light manufacturing and industrial base rates.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1998

Following discussion, it was the consensus of Council to increase water connection charges by ten percent (10%) to stay closer to the recommendations put forth in the Financial Consulting Solutions Group water rate study conducted in 1996.

At 9:15 PM, Mayor Pro-tem Wilson introduced the first reading of draft Ordinance #1101. An ordinance adopting sewer rate tables and repealing Ordinance #1090 in its entirety.

Administrator Fitch explained the particulars of said ordinance.

Following discussion, it was the consensus of Council to approve a ten percent (10%) increase in the sewer connection charges and to add an installation charge of \$200 to new sewer connections.

At 9:22 PM, Mayor Pro-tem Wilson introduced the first reading of draft Ordinance #1102. An ordinance adopting refuse rate tables and repealing Ordinance #1094 in its entirety.

Administrator Fitch explained the particulars of said ordinance.

At 9:23 PM, Mayor Pro-tem Wilson introduced the first reading of draft Ordinance #1103. An ordinance adopting storm water rate tables.

Administrator Fitch explained the particulars of said ordinance.

At 9:25 PM, Mayor Pro-tem Wilson introduced the first reading of draft Ordinance #1104. An ordinance amending Ordinance #914 regarding storm water rates and charges and repealing Ordinance #1042 in its entirety.

Administrator Fitch explained the particulars of said ordinance.

At 9:26 PM, Mayor Pro-tem Wilson introduced draft Ordinance #1097. An ordinance relating to the establishment of a joint local organization for emergency management services and a local committee for hazardous chemical emergency response planning.

Administrator Fitch and Attorney Eaton explained the particulars of said ordinance.

Councilmember Lackey moved and Councilmember Dickinson seconded to adopt Ordinance #1097 as stated. The motion passed unanimously.

Mayor Pro-tem Wilson introduced draft Resolution #1131. A resolution designating Key Bank of Washington, San Juan Branch, as the Town's banking depository.

Councilmember Lackey moved and Councilmember Dickinson seconded to adopt Resolution #1131 as stated. The motion passed, with Councilmember King abstaining.

At 9:33 PM, Councilmember Lackey moved and Councilmember King seconded to extend the Council meeting until 9:45 PM. The motion passed unanimously.

There were no non-agenda items forthcoming.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1998

At 9:34 PM, Administrator Fitch gave his Administrator's report. Mr. Fitch noted that there were no findings against the Town in the 1997 state auditor's report.

Administrator Fitch recommended to Council that the Spring Street sidewalk portion of the Malcolm Street Storm Drainage Project be deleted from the contract. Mr. Fitch explained that the cost would be the same to have a local sidewalk contractor complete the job in the spring of 1999. Consensus of Council was to follow Mr. Fitch's recommendation.

Administrator Fitch also recommended the deletion of the paving of A Street. He stated it would be advantageous to wait and repave A Street in better weather. Consensus of Council was to follow Mr. Fitch's recommendation.

Administrator Fitch reported on the generator power load analysis.

Councilmember King questioned if funds were available for such a purchase. Following discussion, it was Council consensus to look into bidding for a generator in 1999.

At 9:45 PM, hearing no objection, Mayor Pro-tem Wilson continued the meeting until December 9<sup>th</sup>, 1998 at 1:30 PM and declared the meeting adjourned.

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Gary G. Boothman, Mayor

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Kelle Wilson, Town Clerk

### **Town Council –December 9, 1998 @ 1:30 PM**

The Town Council met in continued regular session with Mayor Boothman presiding for a quarterly joint meeting with the Board of County Commissioners.

Members present: Dickinson, King, Lackey, Sheiman, & Wilson  
Staff present: Town Administrator Fitch, & Treasurer Picinich

BOCC present: Evans, Miller, & Nielsen  
Staff present: Lillian Hamel, Clerk of the Board, Laura Arnold, Planning Director, Dave Zeretzke, Insurance Risk Director, and Ron Loewen, Public Works Director

Mayor Boothman led the meeting in the Pledge of Allegiance.

It was previous decided that Commissioner Nielsen would chair the meeting.

Chair Nielsen suggested the postponement of the harbor jurisdiction line discussion until the March 1999 joint meeting between the BOCC and Council. There were no objections to this suggestion.

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Chair Nielsen suggested that due to the anticipated length of discussion regarding the solid waste transfer site, this topic be rescheduled to later in the meeting. There were no objections to this suggestion.

Tape #1 position #75

Chair Nielsen opened the gambling tax discussion. Dave Zeretzke explained that San Juan County (SJC) is currently reviewing the Kitsap County gambling tax ordinance. He explained some of the components of the model ordinance. Mr. Zeretzke stated that the implementation of a gambling tax is anticipated to bring the County approximately \$15,000 of revenue in 1999. Following inquiry, Mr. Zeretzke clarified that the tax would be collected on gross gambling sales.

Mayor Boothman requested Mr. Zeretzke provide the Town with a copy of the Kitsap County gambling tax ordinance for their review.

Chair Nielsen opened the discussion regarding the Turn Point/Pear Point EIS update. Ron Loewen reported that the Turn Point/Pear Point public meeting held on November 18<sup>th</sup> 1998 went very well. He explained another alternative that was suggested at the public hearing. He explained the alternative as leaving Warbass Way and Harrison Street as a continued connection to Turn Point/Pear Point area and encouraging future development to travel to Town via Pear Point Road. He stated that a joint Town and County public hearing is scheduled in March.

Tape #1 position #250

Chair Nielsen opened the Courthouse expansion discussion. Commissioner Nielsen requested Councilmembers visit Dave Zeretzke at the Courthouse and view the various options being considered for expansion. Ms. Nielsen suggested a Town representative attend the BOCC December 30<sup>th</sup>, 1998, 9:00 AM meeting to report the Town's preferred option.

Mayor Boothman asked that a copy of the materials describing the various options be delivered to Town Hall prior to the December 17<sup>th</sup> 1998 Town Council meeting.

Chair Nielsen opened the 1999 Legislative issues discussion. She stated that the legislative issues the County is most concerned about are that the Washington State Ferries maintain current domestic capacity loads within the San Juan Islands and the impact of House Bill #1483 on San Juan County.

Mayor Boothman noted that Council has not yet discussed legislative issues for 1999.

Chair Nielsen opened the discussion of the format of future joint Council/BOCC meetings. She suggested reducing the number of joint meetings from four times per year down to two times per year and discussing specific topics at these meetings. She also suggested that the BOCC District #1 representative attend Council meetings monthly and update Council on any BOCC developments. Council concurred with Chair Nielsen's suggestions. It was further decided that joint meetings would be held in March and early October.

Mayor Boothman suggested staffing the joint meetings for better productivity. He stated that the staff distribution of materials prior to topic discussion would help enhance educated discussions. He explained for example, if staff had distributed a copy of the Kitsap County gambling ordinance

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1998

prior to the meeting, everyone would have been better prepared to have an educated discussion regarding gambling taxes.

Tape #1 position #990

Chair Nielsen opened the solid waste transfer site discussion. She noted that the joint planning policy group developed seven options available for today's review. She explained that cost analysis for each option has not been accomplished.

Councilmember Sheiman asked for an update regarding the County's lease compliance. Ron Loewen gave a brief overview of the progress that has been made towards lease compliance.

Councilmember Sheiman was disturbed that all stipulations in the lease signed in 1994 still have not been completed.

Commissioner Evans agreed with Councilmember Sheiman regarding lease compliance. He asked Council to be patient and stated that compliance should be reached in 1999.

Commissioner Nielsen stated that the Solid Waste Facility at its current location is best for the citizens of San Juan Island. She explained that SJC needed more area at the Solid Waste Facility for mobility, safety and liability reasons.

Discussion continued regarding the various options proposed.

At 2:25 PM, Commissioner Evans left to catch a ferry.

Commissioner Nielsen suggested option #2 on the matrix. This option states "Town leases more of site area to County (shelf area)".

Councilmember Sheiman questioned the high price that the Town pays to the County for trip fees. On behalf of her constituents, she questioned why the Town of Friday Harbor owns the property at the transfer site, the County pays a nominal fee for its use, and still the Town pays refuse rates as high as other transfer station customers. Councilmember Sheiman suggested a lease renegotiation.

At 2:35 PM, Councilmember Lackey left due to a work commitment.

Discussion continued regarding the merits of the Town investigating the cost of operating the transfer station, the cost to the County to relocate to a new transfer site, and if a joint use solution could be attained.

Mayor Boothman suggested Ron Loewen engineer a possible joint use plan taking into account all considerations and constraints.

At 2:52 PM Councilmember King left due to a work commitment.

Following discussion, it was the consensus of everyone that Ron Loewen submit a draft presentation regarding joint use of the Solid Waste Facility at the first Town Council meeting in February. It was further decided that option #3 which reads "County buys entire parcel (27

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1998

acres) at its assessed market value (\$500k)" and option #7 which reads "County buys NW corner of site (shelf area) and Town develops lower half of site for its road shop" also be considered.

Chair Nielsen opened the discussion regarding meeting topics. Following discussion, it was decided that the topics for the next Town Council/BOCC joint meeting would be: harbor jurisdiction lines, Turn Point/Pear Point, Solid Waste Transfer site, and Ferry loading and unloading

The BOCC adjourned their meeting.

At 3:00 PM, Councilmember Sheiman moved and Councilmember Wilson seconded to adjourn. The motion passed unanimously.

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Gary G. Boothman, Mayor

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Kelle Wilson, Town Clerk

### **Town Council – December 17, 1998 @ 12:00 PM**

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

Members present: Dickinson, King, Lackey, & Wilson

Others present: Town Administrator Fitch, & Treasurer Picinich

Mayor Boothman led the meeting in the Pledge of Allegiance.

Councilmember Wilson joined the meeting.

During the public access portion of the meeting, Nancy Sheplor, director of the Friday Harbor Middle/High School Treble Choir, led the Choir in various holiday carols.

Mayor Boothman thanked the Choir for their beautiful singing presentation.

At 12:14 PM, Mayor Boothman opened the amendments to the 1998 Town budget public hearing.

Administrator Fitch and Treasurer Picinich explained numerous reductions and additions in the proposed amendment to the 1998 Town budget.

Administrator Fitch and Treasurer Picinich answered various inquiries from Council.

At 12:23 PM, hearing no further input, Mayor Boothman closed the public hearing regarding the amending of the 1998 Town budget.

Mayor Boothman opened the discussion of the San Juan County (SJC) Courthouse expansion options.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1998

Administrator Fitch explained the various options as depicted in Dave Zeretzke's staff report to the Board of County Commissioners dated 12/3/98 regarding the Courthouse campus development.

Following discussion, it was the consensus of Council that the development of the SJC Guard Street property would be the preferred choice. Council did not favor the idea of further property being removed from the Town's tax rolls.

At 12:44 PM, Mayor Boothman opened the discussion regarding solid waste site issues.

Councilmember King suggested the Town charge SJC the fair market value for leasing the Town property on Sutton Road. She stated that revenue generated could be used to build an area for equipment cover at a new location.

Administrator Fitch agreed that a more equitable situation would ensue if each organization charged fair market values for services provided.

Councilmember Dickinson suggested rearranging the useable area to accommodate both uses at the site.

Discussion followed regarding tipping fees, lease negotiations, and the Town's limitations in SJC operational decisions.

Administrator Fitch stated that the Town brought over 1,900 tons of refuse to the Sutton Road Transfer Station this year.

Consensus of Council was to request Administrator Fitch hire an appraiser to appraise the Sutton Road property for the purposes of charging fair market value.

There were no non-agenda items forthcoming.

At 1:25 PM, Administrator Fitch gave his Administrator's report.

Administrator Fitch distributed a letter from Cere Demuth, dated 12/10/98, regarding the request for a four-way stop at the intersection of Blair and Park Street. Administrator Fitch reminded Council that these areas are busy only at certain periods of the day. Administrator Fitch received a memo dated 12/10/98 from Maintenance Supervisor Reitan stating that with weather permitting the painting of yellow zones and crosswalks should help alleviate some of the problem.

Administrator Fitch distributed a letter from Metke, Parrish & Drahns, Inc. dated 10/19/98, requesting an audience with Council regarding the raising of the dam at Trout Lake Reservoir.

Administrator Fitch asked if Council wanted Attorney Eaton to continue with the appeal of the SJC Comprehensive Plan on the basis that the SJC definition of "rural" does not meet the requirements as outlined by the GMA. Council agreed that the appeal should go forward as scheduled.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1998

Administrator Fitch explained the changes to the Town's Fee Schedule for services, publications and applications. Council agreed with the revised fee amounts.

Administrator Fitch asked if Council would like a joint meeting with the SJC Commissioners regarding the Harbor Jurisdiction Lines. Consensus of Council was that a joint meeting was needed.

Administrator Fitch noted the receipt of complaints regarding the elimination of two parking spaces on the east side of A Street. He expressed that vehicular visibility has increased due to the removal of the parking spaces. Council agreed with the elimination of the parking spaces on A Street, but agreed that parking on the opposite side of the street should remain. Council also agreed that the two parking spaces on the east side of A Street would be reestablished when there is sufficient street width.

Councilmember Lackey moved and Councilmember Dickinson seconded to approve the minutes of December 3<sup>rd</sup>, 1998 noon and 7:30 PM meetings, and the December 9<sup>th</sup>, 1998 1:30 PM meeting as submitted. The motion passed unanimously.

Councilmember King moved and Councilmember Lackey seconded to approve the payment of claims warrants #15697 through 15776 in the amount of \$187,293.18. The motion passed unanimously.

At 1:37 PM, hearing no objection, Mayor Boothman declared the meeting adjourned.

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Gary G. Boothman, Mayor

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Kelle Wilson, Town Clerk

### **Town Council – December 17, 1998 @ 7:30 PM**

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

Members present: Dickinson, King, Lackey, & Wilson

Others present: Town Administrator Fitch & Treasurer Picinich

Mayor Boothman led the meeting in the Pledge of Allegiance.

During the public access portion of the meeting Carol Duke, Civics & World History teacher at Friday Harbor High School, introduced herself. She said that she anticipated the arrival of some of her students to make a plea to Council regarding the High School parking situation.

Mayor Boothman stated that if the students should arrive he would reopen the public access portion of the meeting.

Pam Fitch, a regular Town Council attendee, expressed her admiration for the hard work of the Mayor and Council.

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At 7:33 PM, Mayor Boothman introduced draft Ordinance #1107. An ordinance amending the 1998 Budget for the Town of Friday Harbor.

Councilmember Lackey moved and Councilmember King seconded to adopt Ordinance #1107 as stated. The motion passed unanimously.

At 7:35 PM, Mayor Boothman introduced draft Ordinance #1100. An ordinance adopting water rate tables and repealing Ordinance #1085 in its entirety.

Councilmember Lackey moved and Councilmember Dickinson seconded to adopt Ordinance #1100 as stated. The motion passed unanimously.

At 7:36 PM, Mayor Boothman introduced draft Ordinance #1101. An ordinance adopting **sewer** rate tables and repealing Ordinance #1090 in its entirety.

Councilmember Lackey moved and Councilmember Wilson seconded to adopt Ordinance #1101 as stated. The motion passed unanimously.

Mayor Boothman introduced draft Ordinance #1102. An ordinance adopting refuse rate tables and repealing Ordinance #1094 in its entirety.

Mayor Boothman Lackey moved and Councilmember King seconded to adopt Ordinance #1102 as stated. The motion passed unanimously.

At 7:37 PM, Mayor Boothman introduced draft Ordinance #1103. An ordinance adopting storm water rate tables.

Administrator Fitch explained the particulars between draft Ordinance #1103 and draft Ordinance #1104.

Councilmember Lackey moved and Councilmember King seconded to adopt Ordinance #1103 as stated. The motion passed unanimously.

Mayor Boothman introduced draft Ordinance #1104. An ordinance amending Ordinance #914 regarding storm water rates and charges and repealing Ordinance #1042 in its entirety.

Councilmember Lackey moved and Councilmember Dickinson seconded to adopt Ordinance #1104 as stated. The motion passed unanimously.

Mayor Boothman introduced draft ordinance #1105. An ordinance fixing salaries of Officials and Town employees.

Councilmember Wilson asked to withdraw from participation regarding draft ordinance #1105.

Administrator Fitch explained the particulars of said draft ordinance. He explained the addition of the word "continuous" in Section 7e. He noted addition of medical benefits for part-time employees per Section 7f.

## MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 1998

Following discussion, Councilmember Lackey moved and Councilmember King seconded to adopt Ordinance #1105 as stated. The motion passed unanimously.

Mayor Boothman introduced draft Ordinance #1106. An ordinance adopting the budget for the Town of Friday Harbor, Washington, for the fiscal year ending December 31, 1999.

Treasurer Picinich described changes to the proposed 1999 budget since the previous viewing.

Councilmember Lackey moved and Councilmember Dickinson seconded to adopt Ordinance #1106 as stated. The motion passed unanimously.

At 7:50 PM, Mayor Boothman asked Council to consider the Cere Demuth letter introduced at the 12/17/98 noon meeting regarding a four-way stop at the corner of Blair and Park Street. The consensus of Council was to have the Street Department mark the yellow areas and the crosswalks and see if this helps alleviate the traffic and sight problems.

At 7:53 PM, Mayor Boothman expressed his appreciation for all of the hard work put forth by the Councilmembers in the year 1998. He briefly listed each individual Councilmembers accomplishments and achievements.

Mayor Boothman presented a cake with the Town Hall logo to the assembled group.

At 8:03 PM, Mayor Boothman declared a recess to partake of the cake.

At 8:25 PM, hearing no objection, Mayor Boothman declared the meeting adjourned.

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Gary G. Boothman, Mayor

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Kelle Wilson, Town Clerk