



SUMMARY OF THE MINUTES TOWN COUNCIL

Thursday, January 18, 2024 – Council Chambers – Afternoon Session

CALL TO ORDER

Mayor Jackson called the regular session of the Town Council to order at 12:00 p.m.

ROLL CALL

Councilmembers: Steve Hushebeck (Position No. 1), Richard Geffen (Position No. 2), Mason Turnage (Position No. 4) and Barbara Starr (Position No. 5). Anna Maria de Freitas (Position No. 3) was excused.

Mayor, Raymont Jackson; Town Administrator, Denice Kulseth; Finance Director, Bethany Berry and Clerk, Amy Taylor.

FLAG SALUTE

Mayor Jackson conducted the flag salute.

PUBLIC ACCESS TIME

No public access was forthcoming.

ACTION AND DISCUSSION ITEMS

Administrative Appeal – Holliwalk Development

At 12:07 p.m., Mayor Jackson opened the Administrative Appeal for the Holliwalk Development. The rules of conduct were read into the record. Town Attorney Kenyon discussed the procedures for this quasi-judicial proceeding. Councilmembers disclosed communications with the public regarding the Holliwalk Development. No members recused themselves from the proceeding. Mayor Jackson disclosed that he owned the neighboring property to the subject parcel. Dan Grauz, Home Trust Representative, objected to the Mayor's participation in the event of a tie, but not his presiding over the matter.

At 12:23 p.m., Jim Goetz, Dan Grausz and Amanda Lynn representing the San Juan Community Home Trust appealed the Community Development Directors decision to deny the Trust's request to waive frontage improvements.

At 1:11 p.m., Community Development Director Ryan Ericson reiterated that he does not have authority to waive or modify frontage improvements for the project.

At 1:19 p.m. Jim Goetz and Dan Grausz rebutted and urged the Council to decide on the matter.

At 1:23 p.m., Mayor Jackson opened the hearing to Council questions. Discussion and inquiry followed regarding allowance of a design variance and its process.

At 1:48 p.m. Mayor Jackson opened the hearing to public testimony.

Farhad Ghatan, Town resident, spoke in support of the project and suggested that the Town could pay for the needed frontage improvements using APPA funding.

Jim Coetz, Representative, entered Exhibit D, Letter of Support, into the record.

46 At 1:55 p.m., Mayor Jackson hearing no further testimony closed the public comment portion of the hearing and
47 opened deliberations.

48
49 Council expressed that they were not ready to make a decision.
50

51 **Moved by Hushebeck, seconded by Starr, to continue the hearing, with acceptance of written testimony, to**
52 **Thursday, February 4, 2024 @ 12:00 p.m. for the consideration of alternatives. Motion passed 4-0 with de Freitas**
53 **absent.**

54
55 Work Session – Six Year Transportation Improvement Plan

56 At 2:45 p.m., Mayor Jackson opened the work session regarding the Six Year Transportation Improvement Plan.
57 Public Works Director Jesse Douglas-Seitz explained that the updated Plan amends estimates for the Marguerite
58 Reconstruction Project; adds Rhone Street maintenance; and updates functional class, costs, etc. for other projects.
59 Discussion followed regarding the relocation of certain projects that will take longer than six years to a separate
60 list. **Council consensus to add ongoing sidewalk maintenance to the plan.**

61
62 **Moved by Hushebeck, seconded by Turnage, to adopt Resolution No. 2835, amending the 2024-2029 Six Year**
63 **Transportation Improvement Plan. Motion passed 4-0 with de Freitas absent.**

64
65 **ADMINISTRATOR’S REPORT**

66 At 3:02 p.m., Administrator Kulseth reported on the following:

- 67 • Department of Ecology – Recent testing of the water for PFAS (forever chemicals) was negative.
- 68 • Water Department – The Department was praised for working all weekend on an emergency.
- 69 • Streets and Refuse Departments - The Departments were praised for the annual cleanup.

70
71 **CONSENT AGENDA**

72 Moved by Hushebeck, seconded by Turnage, to adopt the Consent Agenda as follows. Motion passed 4-0 with de
73 Freitas absent.

- 74 • Ordinance No. 1790 – Amending Chapter 3.28 FHMC and repealing certain obsolete funds.
- 75 • Ordinance No. 1791 – Amending Chapter 2.36 FHMC amending the payroll warrant issuance procedure.
- 76
77 • Resolution No. 2836 – Adopting Water Use Efficiency Goals Nos. 1 through 4 for updates to the Water
78 System Plan.
- 79 • Resolution No. 2837 – Adopting a contract with Loberg Construction for reroofing Town Hall.
- 80 • Petty Cash checks: #1011 to 1012, dated July 1, 2023, to July 31, 2023; in the amount of \$250.00 to move
81 funds from KeyBank account to SaviBank account.
- 82 • Advanced Travel checks: #251 to 252, dated July 1, 2023, to July 31, 2023; in the amount of \$500.00 to
83 move funds from KeyBank account to SaviBank account.
- 84 • Claim warrants: #48905-Void and 49830, dated May 5, 2022, voided and reissued February 16, 2023, in
85 the amount of \$20.06 (no change in original dollar amount).
- 86 • Claim warrants: #60300 to 60324, dated November 16, 2023, in the amount of \$29,831.03.
- 87 • Revised claim warrants: 60325 to 60345, dated November 22, 2023, in the amount of \$96,864.70. This was
88 previously approved in the December 7, 2023, council meeting. An error was discovered with the WA State
89 Dept of Revenue EFT that was included in the reports as \$28,581.12 but should have been \$25,581.12.
90 Decreased batch total by \$3,000.
- 91 • Claim warrants: #60264-Void and 60475 to 60497 dated January 4, 2024 – 2023 Open Period #1; in the
92 amount of \$64,727.57.
- 93 • Claim warrants: #60498 to 60513, including credit card payments; dated January 11, 2024 – 2023 Open
94 Period #2; in the amount of \$51,528.06.

- 96 • Claim warrants: #60514 to _____, including credit card and EFT payments; dated January 18, 2024 – 2023
97 Open Period #3; in the amount of \$_____.
- 98 • Treasurer checks: #10300-Void and 10380, dated July 10, 2023, and reissued on October 22, 2023, in the
99 amount of \$140.36.
- 100 • Treasurer checks: #11022 to 11032, including ACH payments dated October 1, 2023, to October 31, 2023;
101 in the amount of \$120,167.74.
- 102 • Treasurer checks: #11033 to 11048, including ACH payments dated November 1, 2023, to November 30,
103 2023; in the amount of \$126,325.77.
- 104 • Treasurer checks: #11049 to 11057 and 10265-Void, payments dated December 1, 2023, to December 31,
105 2023; in the amount of \$12,422.38.
- 106
- 107 • Minutes dated January 4, 2024.
- 108
- 109

110 **FUTURE AND NON-AGENDA ITEMS**

111 No future agenda items were forthcoming.

113 **CITIZEN RESPONSE**

114 No citizen response was forthcoming.

115 **ADJOURNMENT** – Hearing no further business and no objection, Mayor Jackson adjourned the meeting at 3:10
116 p.m. The next regular meeting is scheduled for Thursday, February 1, 2024 at 12:00 p.m.

117 * * * * *

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