



SUMMARY OF THE MINUTES TOWN COUNCIL

1 **Thursday, March 21, 2024 – Council Chambers – Afternoon Session**

2 **CALL TO ORDER**

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

4 **ROLL CALL**

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

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

9 **FLAG SALUTE**

10 Mayor Jackson conducted the flag salute.

11 **ANNOUNCEMENTS**

12 Mayor Jackson announced that public comment would not be taken concerning scheduled Administrative Appeals
13 concerning 1) Notice of Violation – Water use at the SJC Fairgrounds; and 2) the Holliwalk Development.

14 Councilmember de Freitas requested that an additional executive session be held regarding an enforcement action
15 pursuant to RCW 42.20.110(1)(i). The Council concurred.

16 Mayor Jackson announced that the Council would be holding executive sessions pursuant to RCW 42.30.110(1)(i)
17 concerning potential litigation.

18 **PUBLIC ACCESS**

19 Public comment was taken.

20 **CONSENT AGENDA**

21 **Moved by Geffen, seconded by de Freitas, to adopt the Consent Agenda as follows. Motion passed unanimously.**

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- Ordinance No. 1792 - Amending Chapter 15.04 FHMC concerning State Building Codes and regulations.
- Resolution No. 2839 – Authorizing the Mayor to execute Amendment No. 5 to the agreement with the engineering firm of Brown and Caldwell to complete a Comprehensive Water System Plan Update.
- Resolution No. 2840 – Authorizing the Mayor to execute a contract for annual street striping.
- Resolution No. 2841 – Waiving bidding requirements for materials.
- Resolution No. 2842 – Authorizing Amendment No. 1 with BERK Consulting for development of the 2025 Town Comprehensive Plan.
- Claim warrants: #60705 to 60739; dated March 7, 2024; in the amount of \$288,123,59.
- Claim warrants: #60740 to 60762, including ACH and credit card payments; dated March 14, 2024; in the amount of \$127,245.04.

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ACTION AND DISCUSSION ITEMS

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Administrative Appeal – Notice of Violation – SJC Fairgrounds

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At 12:18 p.m., Mayor Jackson opened the Appeal for the Notice of Violation issued to San Juan County for water usage at the Fairgrounds. Mayor Jackson read procedures for the closed record appeal.

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49 The hearing was opened for a presentation by the Appellant, Jonathan Cain, Deputy Prosecuting Attorney representing San Juan County. Mr. Cain objected to the proceeding being a closed record appeal and the amount of time allotted for the County's presentation. Mr. Cain argued that the hearing was an open-record appeal and that the County should be afforded 90 minutes to present its case. No information was presented regarding the Notice of Violation.

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53 At 12:46 p.m., Mayor Jackson and the Council concurred that the Appeal would need to be rescheduled due to time constraints. The Council discussed at length the time that should be scheduled for the hearing.

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Council consensus to continue the Administrative Appeal to April 4, 2024 at 12:00 p.m.

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Jurassic Parliament – Interactive Training

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58 At 1:01 p.m., Mayor Jackson introduced consultant Ann MacFarlane to present Jurassic Parliament. The Council participated in the interactive training for parliamentary procedures and best practices for running meetings. The Mayor and Council thanked Ms. MacFarlane for her educational and highly entertaining training. No action was taken.

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EXECUTIVE SESSION

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61 At 2:40 p.m., Mayor Jackson announced that the Council would be holding an executive session regarding potential litigation and code enforcement in accordance with the provisions of RCW 42.30.110(1)(i); which was estimated to last 10 minutes. Participants: Town Council, Mayor Jackson, Town Attorney Lisa Marshall, Administrator Kulseth, Finance Director Berry, Community Development Director Ryan and Clerk Taylor. The session ended at 3:38 p.m. for an actual session time of 58 minutes. The public was properly informed of the time extensions. Actions regarding pending litigation were taken following executive session as follows:

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66 **Moved by Starr, seconded by de Freitas, to direct staff to engage the services of a hearing examiner of the Town Council's choosing, to hear the Administrative Appeal for the Holliwalk Development, including the requirements for frontage improvements. Motion passed unanimously. [Clerk's Note: Council implied that it wanted final authority over the selection of the hearing examiner.]**

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72 **Moved by Starr, seconded by Geffen, to delegate authority to said hearing examiner to make decisions concerning the design modifications requested by the SJ Comm unity Home Trust. Motion passed unanimously.**

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ADMINISTRATOR'S REPORT

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75 At 3:46 p.m., Administrator Kulseth reported on the following:

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- 77 Small Communities Initiative – Representative Lekanoff's office is assisting with seeking funding for the WWTP Upgrades. The Office could not confirm financial assistance for the Plant.
- 78 Water Treatment Plant – Similarly, Town is working with Brown & Caldwell to search for assistance for the fourth filter at the Plant.
- 79 SJI Transfer Station – Town continues to work with the County to renew the lease at the FH Landfill.
- 80 Town Hall – A new roof was installed on Town Hall.
- 81 Museum – Town is working with District 3 and the Historical Museum to develop a fire museum to house our collective memorabilia and equipment.
- 82 News Article – Seattle Times published an article stating that San Juan County has the #1 life expectancy rate in the State for 2024.

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95 **FUTURE AND NON-AGENDA ITEMS**
96 Clerk Taylor noted Arbor Day will be celebrated on April 12, 2024.
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98 **CITIZEN RESPONSE**
99 No citizen response was forthcoming.
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101 **ADJOURNMENT** – Hearing no further business and no objection, Mayor Jackson adjourned the meeting at 3:54
102 p.m. The next regular meeting is scheduled for Thursday, April 4, 2024 at 12:00 p.m.
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105 **These minutes were approved by motion of the Town Council. The original document is retained by the Clerk in**
106 **the Town Council’s permanent records. Attest: Amy Taylor, Town of Friday Harbor Clerk**