



## **SUMMARY OF THE MINUTES TOWN COUNCIL**

Thursday, June 27, 2024 – Council Chambers – Afternoon Session

## CALL TO ORDER

Mayor Jackson called the regular session of the Town Council to order at 12:02 p.m.

## ROLL CALL

Councilmembers: Richard Geffen (Position No. 2) remote, Anna Maria de Freitas (Position No. 3) remote, Mason Turnage (Position No. 4). Steve Hushebeck (Position No. 1) and Barbara Starr (Position No. 5) were absent. **Council consensus to excuse the absences of Councilmembers Hushebeck and Starr.**

Mayor Raymont Jackson; Town Administrator Denice Kulseth; Finance Director Bethany Berry; and Clerk Jennifer Krembs.

## FLAG SALUTE

Mayor Jackson conducted the flag salute.

## CONSENT AGENDA

At 12:03 p.m., the Consent Agenda was introduced by Mayor Jackson. No discussion followed.

Moved by Geffen, seconded by Turnage, to adopt the Consent Agenda as presented. No discussion. Motion passed 3-0 with Hushebeck and Starr absent.

- Payment of Claims and Payroll.
  - Claim warrants: #60957 to 60984, including ACH and credit card payments; dated May 16, 2024; in the amount of \$97,866.66.
  - Claim warrants: #60985 to 61013, including an ACH payment; dated May 23, 2024; in the amount of \$117,933.56.
  - Claim warrants: #61014 to 61034; dated June 3, 2024; in the amount of \$111,578.10.
  - Claim warrants: #61035 to 61050, including an ACH payment; dated June 5, 2023, to June 6, 2023; in the amount of \$37,927.94.
  - Claim warrants: #61051 to 61075, including credit card payment; dated June 13, 2024, to June 14, 2024; in the amount of \$78,116.12.
  - Claim warrants: #61076 to 61105; dated June 21, 2024; in the amount of \$258,260.82.

## ACTION AND DISCUSSION ITEMS

At 12:04 p.m., Town Administrator Kulseth requested an amendment to the agenda to add Resolution No. 2870.

41 Resolution No. 2866  
42 At 12:04, Mayor Jackson introduced draft Resolution No. 2867 and welcomed Public Works Director Jesse  
43 Douglas-Seitz. Douglas-Seitz presented the Marguerite Construction Contract Project lowest bid recommendation  
44 and requested to award to Mike Carlson Enterprises, Inc. No discussion followed.

45 **Moved by Turnage, seconded by de Freitas to execute agreement for construction of Marguerite Place  
46 Improvement Project. No discussion. Motion passed 3-0 with Hushebeck and Starr absent.**

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48 Resolution No. 2867 and 2868  
49 At 12:06, Mayor Jackson introduced draft Resolution No. 2867 and welcomed Public Works Director Jesse  
50 Douglas-Seitz. Douglas-Seitz presented the KBA, Inc. contract and the need for inspection services. Douglas-Seitz  
51 shared KBA, Inc. was the contracted inspector for the Nash Street Improvement Project, however KBA, Inc. was sub-  
52 contracted through Gray & Osborne, Inc. Douglas-Seitz explained the recommendation and reduced rate cost  
53 benefit of directly contracting with KBA, Inc. Councilmember de Freitas inquired why both inspection services and  
54 construction management services are needed. Douglas-Seitz explained the roles and needs of having a contract  
55 with both KBA, Inc. and Gray & Osborne, Inc. and introduced Resolution No. 2868.

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57 **Moved by de Freitas, seconded by Geffen to execute a contract with KBA, Inc. for inspection services  
58 on the Marguerite Place Improvement Project and to execute Amendment No. 1 to the professional  
59 services agreement with the engineering firm of Gray & Osborne, Inc. for construction management  
60 services on the Marguerite Place Improvement Project (Park Street to Spring Street). No discussion.  
61 Motion passed 3-0 with Hushebeck and Starr absent.**

62 At 12:11 p.m., Town Administrator Kulseth introduced Resolution No. 2870 which addresses the adoption of a  
63 greenhouse gas reduction policy which outlines energy saving measures for the Town. The resolution is a  
64 prerequisite for the loan application for the Water Treatment Plant’s fourth filter being due June 28, 2024.

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66 **Point of Order – Mayor Jackson requested discussion to follow an organized manner to determine approval of  
67 amendment and addition of Resolution No. 2870 to the agenda.**

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69 Discussion followed. Councilmembers de Freitas, Geffen, and Turnage approved the addition of Resolution No.  
70 2870.

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72 Resolution No. 2870  
73 **Moved by Turnage, seconded by de Freitas to authorize the adoption of a greenhouse gas reduction  
74 policy approved as written. No discussion. Motion passed 3-0 with Hushebeck and Starr absent.**

75 **ADJOURNMENT** – Hearing no further business and no objection, Mayor Jackson adjourned the meeting at 12:16 p.m.  
76 The next regular meeting is scheduled for Wednesday, July 3, 2024, at 12:00 p.m.

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79 **These minutes were approved by motion of the Town Council. The original document is retained by the Clerk in  
80 the Town Council’s permanent records. Attest: Jennifer M. Krembs, Town of Friday Harbor Clerk**