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MEETING MINUTES
SAN JUAN COUNTY (SJC), WASHINGTON
COUNTY COUNCIL
TUESDAY, OCTOBER 27, 2020

Legislative Hearing Room, 55 Second Street, Friday Harbor, WA

09:00 AM CALL TO ORDER & FLAG SALUTE
COAST SALISH ACKNOWLEDGEMENT

“Let us acknowledge we reside on the ancestral lands and waters of the Coast Salish people, who have taken care of these Islands since time immemorial.”

Council Chair Hughes called the meeting to order at 09:00 AM. Present: Council Members Jamie Stephens (via videoconference), Bill Watson (via videoconference), and Rick Hughes; County Manager Mike Thomas (via videoconference), and Clerk to the Council Ingrid Gabriel.

Approval of Agenda: Mr. Hughes reviewed the changes in the agenda.

Approval of Minutes:

MOVED by Mr. Watson, seconded by Mr. Stephens to approve the San Juan County Council Tuesday, October 13, 2020 meeting minutes as amended today. ALL AYES; MOTION CARRIED.

Approval of Consent Agenda:

MOVED by Mr. Watson, seconded by Mr. Stephens to approve the Consent Agenda of Tuesday, October 27, 2020:

The Auditor’s office requests approval for the following warrants issued the week of September 22, 2020:

- Warrant #233235 Health claims in the amount of \$50,101.64
- Warrant #233236-233237 Veteran Assistance claims in the amount of \$1,260.00
- Warrant #233238 Superior Court claims in the amount of \$1,053.18
- Warrant #233281-233286 Facilities claims in the amount of \$4,218.20
- Warrant #233305-233313 Credit Card claims in the amount of \$2,450.61
Plus Use Tax in the amount of \$4.15 for a total expenditure of \$2,454.76
- Warrant #233333-233341 Parks & Facilities claims in the amount of \$6,314.53
- Warrant #233342 Veteran Assistance claims in the amount of \$60.00
- Warrant #233510-233620 County claims in the amount of \$595,531.37
Plus Use Tax in the amount of \$194.91 for a total expenditure of \$595,726.28
- EFT # 19092820 ER&R claims in the amount of \$108.32

The Auditor’s office requests approval for the following warrants issued the week of October 5, 2020:

- 50 • Warrant #233646 CenturyLink claims in the amount of \$149.06
- 51 • Warrant #233647 Rental Assistance claims in the amount of \$900.00
- 52 • Warrant #233672 Pitney Bowes claims in the amount of \$3,373.73
- 53 • Warrant #233675-233680 ER&R claims in the amount of \$629.10
- 54 • Warrant #233681-233685 claims in the amount of \$17,876.06
- 55 • Warrant #233690-233691 Treasurer claims in the amount of \$6,160.23
- 56 • Warrant #233693-233789 County claims in the amount of \$230,769.32
- 57 Plus Use Tax in the amount of \$649.50 for a total expenditure of \$231,418.82
- 58 • EFT # 19100920 IT claims in the amount of \$220.00
- 59 • EFT # 191009202 IT claims in the amount of \$1,663.75
- 60 • EFT # 191009203 Treasurer claims in the amount of \$1000.00
- 61 • EFT # 191009204 Treasurer claims in the amount of \$300.00
- 62 • EFT # 191009205 Treasurer claims in the amount of \$300.00

63
64 The Auditor's office requests approval for the following warrants issued the week of October
65 12, 2020:

- 66 • Warrant #234009-234086 County claims in the amount of \$718,745.03
- 67 Plus Use Tax in the amount of \$447.95 for a total expenditure of \$719,192.98
- 68 • Warrant #234088-234109 Facilities and Parks claims in the amount of
- 69 \$18,697.60

70

71 **ALL AYES; MOTION CARRIED**

72

73 **Approval of Correspondence:**

74

75 **MOVED by Mr. Watson, seconded by Mr. Stephens to approve a letter in support of**
76 **IslandRides Transportation Services as amended. ALL AYES; MOTION CARRIED.**

77

78 **Public Access (via videoconference):** Malora Hiller, John Taylor, Richard Manderbach,
79 Barbara Schultheiss, Kim Secunda, Jeff Dagget, Lorena Dagget, Charles Troxel, Leith
80 Templin, Mann provided comments.

81

82 **09:30 AM PUBLIC HEARING:** An Ordinance to Update the Shoreline Master Program
83 Regulations; Amending San Juan County Code (SJCC) 18.20.020,
84 18.20.140, 18.20.190, 18.50.020, 18.50.030, 18.50.040, 18.50.050, 18.50.450,
85 18.50.540, 18.50.550, 18.50.600, 18.80.110 AND 15.12.030 - Adam Zack,
86 Planner III

87

88 **Present:** Full Council, County Manager Mike Thomas, Clerk to the Council Ingrid Gabriel

89

90 Chair Hughes opened the public hearing to adopt the Ordinance. Mr. Zack presented the
91 Ordinance and answered Council's questions.

92

93 Chair Hughes opened public testimony. The following individuals offered testimony (via
94 videoconference): none

95

96 Chair Hughes closed public testimony with the right to reopen. After discussion, the Council
97 took the following action:

98
99 **MOVED by Mr. Watson, seconded by Mr. Stephens to adopt an Ordinance to Update the**
100 **Shoreline Master Program Regulations; Amending San Juan County Code (SJCC)**
101 **18.20.020, 18.20.140, 18.20.190, 18.50.020, 18.50.030, 18.50.040, 18.50.050, 18.50.450,**
102 **18.50.540, 18.50.550, 18.50.600, 18.80.110 and 15.12.030 as presented today. ALL AYES;**
103 **MOTION CARRIED.**

104
105 **10:05 AM DISCUSSION:** COVID-19 (Coronavirus) Emergency Response Update &
106 Coronavirus Aid, Relief, and Economic Security Act (CARES) Funding – Kyle
107 Dodd, Environmental Health Manager; Tara Anderson, Senior Budget Analyst

108
109 Mr. Dodd reported on the status of the following:

- 110
111
 - Epidemiologic Curves re: cases of COVID19 in the State and locally,
 - 112 • County Phase and Risk Assessment;
 - 113 • Coronavirus testing
 - 114 • Healthcare system readiness and drive-through flu clinics;
 - 115 • Halloween celebration options.

116
117 Ms. Anderson provided an update on CARES funding and spending.

118
119 **10:40 AM ACTION:** Approve a Resolution Revising the Department of Community
120 Development Fee Schedule to Add a Fee for Vacation Rental Certificate of
121 Compliance - Erika Shook, Director Community Development

122
123 Ms. Shook presented the Resolution and answered Council's questions. After discussion, the
124 Council took the following action:

125
126 **MOVED by Mr. Watson, seconded by Mr. Stephens to approve a Resolution Revising the**
127 **Department of Community Development Fee Schedule to Add a Fee for Vacation Rental**
128 **Certificate of Compliance as presented. ALL AYES; MOTION CARRIED.**

129
130 **10:45 AM DISCUSSION:** A Resolution Approving the 2021 Annual Capital Improvement
131 Plan and the 2021-2026 Six-Year Capital Improvement Plan (2nd touch) -
132 Natasha Warmenhoven, Deputy Auditor

133
134 Ms. Warmenhoven presented the Resolution and answered Council's questions. The public
135 hearing is scheduled for Tuesday, November 3.

136
137 **11:07 AM DISCUSSION:** An Ordinance Revising the San Juan County 2020 Budget for
138 Emergency Appropriations, Amending Ordinances 19-2019, 03-2020, 04-2020,
139 05-2020, 09-2020, and 10-2020 and An Ordinance Revising the San Juan
140 County 2020 Budget for Supplemental Appropriations, Amending Ordinances 19-
141 2019, 03-2020, 04-2020, 05-2020, 09-2020, 10-2020, and TBD-2020 (2nd touch) -
142 Milene Henley, Auditor

143

144 Ms. Henley presented the draft Ordinances and answered Council’s questions. The public
145 hearing is scheduled for Tuesday, November 3.
146

147 **11:25 AM DISCUSSION:** Ordinances of San Juan County, Washington Setting the Property
148 Tax Levies for Land Conservation Futures, County Roads and Current
149 Expense for 2021 [public hearings scheduled for November 3 at 9:15 AM (2nd
150 touch) – Mike Thomas, County Manager
151

152 Mr. Thomas presented the draft Ordinances and answered Council’s questions. The public
153 hearing is scheduled for Tuesday, November 3.
154

155 **11:35 AM DISCUSSION/ACTION:** To Approve Resolutions of the San Juan County
156 Council Making a Declaration of Substantial Need for the Purposes of Setting the
157 Limit Factor for the Property Tax Levy for Land Conservation Futures, County
158 Roads and Current Expense for 2021– Mike Thomas, County Manager
159

160 Mr. Thomas presented the draft Resolutions and answered Council’s questions. After
161 discussion, the Council took the following actions:
162

163 **MOVED by Mr. Watson, seconded by Mr. Stephens to approve a Resolution of the San**
164 **Juan County Council Making a Declaration of Substantial Need for the Purposes of**
165 **Setting the Limit Factor for the Property Tax Levy for Land Conservation Futures for**
166 **2021 as presented. ALL AYES; MOTION CARRIED.**
167

168 **MOVED by Mr. Watson, seconded by Mr. Stephens to approve a Resolution of the San**
169 **Juan County Council Making a Declaration of Substantial Need for the Purposes of**
170 **Setting the Limit Factor for the Property Tax Levy for County Roads for 2021 as**
171 **presented. ALL AYES; MOTION CARRIED.**
172

173 **MOVED by Mr. Watson, seconded by Mr. Stephens to approve to a Resolution of the**
174 **San Juan County Council Making a Declaration of Substantial Need for the Purposes of**
175 **Setting the Limit Factor for the Property Tax Levy for Current Expense for 2021 as**
176 **presented. ALL AYES; MOTION CARRIED.**
177

178 **11:50 AM RECESS**
179

180 **01:00 PM DISCUSSION/ACTION:** Additional Funding of the Lopez Housing Project – Mark
181 Tompkins, Director Health & Community Services
182

183 Mr. Tompkins presented the project and answered Council’s questions.
184

185 **MOVED by Mr. Stephens, seconded by Mr. Watson to approve a supplemental award of**
186 **\$300,000 from the Housing Fund to Housing Lopez Fish Bay Cottages. ALL AYES;**
187 **MOTION CARRIED.**
188
189
190
191

192 **01:35 PM ACTION:** Approve a Program Plan for the Criminal Justice Treatment Account
193 (2nd touch) – Judge Kathryn Loring, Superior Court; Richard Uri, Behavioral
194 Health Program Coordinator
195

196 After discussion, the Council took the following action:
197

198 **MOVED by Mr. Watson, seconded by Mr. Stephens to approve the Program Plan for the**
199 **Criminal Justice Treatment Account as presented. ALL AYES; MOTION CARRIED.**
200

201 **01:40 PM ACTION:** Approve a Resolution re San Juan County Council Notice of Approval
202 to Hear Property Tax Appeals for Years 2019-2020 – Mike Thomas, County
203 Manager
204

205 Mr. Thomas presented the project and answered Council’s questions. After discussion, the
206 Council took the following action:
207

208 **MOVED by Mr. Watson, seconded by Mr. Stephens to approve a Resolution regarding**
209 **the San Juan County Council Notice of Approval to Hear Property Tax Appeals for Years**
210 **2019-2020. ALL AYES; MOTION CARRIED.**
211

212 **01:45 PM DISCUSSION/ACTION:** Rehire of Noxious Weed Field Specialist Position –
213 Brook Brouwer, WSU Extension Director
214

215 After discussion, the Council took the following action:
216

217 **MOVED by Mr. Watson, seconded by Mr. Stephens to approve the rehire of a Noxious**
218 **Weed Field Specialist Position as presented. ALL AYES; MOTION CARRIED.**
219

220 **01:50 PM DISCUSSION/ACTION:** Rehire Two Land Bank Field Assistants on San Juan
221 Island – Lincoln Borman, Land Bank Director
222

223 **MOVED by Mr. Watson, seconded by Mr. Stephens to approve the rehire of two Land**
224 **Bank Field Assistants on San Juan Island as presented. ALL AYES; MOTION CARRIED.**
225

226 **01:55 PM DISCUSSION/ACTION:** To Approve a Resolution and Order Incorporating
227 Territory Known as the Northern Outer Islands into the San Juan County Fire
228 Protection District No. 3 without any Special Obligation or Benefit for
229 Indebtedness to be Charged to the Property Owners Subject to the Annexation –
230 Chief Norvin Collins, Fire District 3; Randall Gaylord, Prosecuting Attorney
231

232 Mr. Gaylord presented the project and answered Council’s questions. After discussion, the
233 Council took the following action:
234

235 **MOVED by Mr. Stephens, seconded by Mr. Hughes to approve a Resolution and Order**
236 **Incorporating Territory Known as the Northern Outer Islands into the San Juan County**
237 **Fire Protection District No. 3 without any Special Obligation or Benefit for Indebtedness**
238 **to be Charged to the Property Owners Subject to the Annexation as presented. VOTE:**
239 **2:1:0 (Watson opposed); MOTION CARRIED.**

240 **02:00 PM DISCUSSION:** Eastsound Water and Sewer District and Fisherman Bay Sewer
241 District capital project loans – Mike Thomas,
242 County Manager
243

244 Mr. Thomas, Environmental Resources Manager Kendra Smith and County Engineer Colin
245 Huntemer presented the Project and answered Council’s questions. After discussion, the
246 Council took the following action:
247

248 **MOVED by Mr. Watson, seconded by Mr. Stephens to approve that Staff draft an**
249 **Interlocal Agreement between San Juan County and Eastsound Water and Sewer**
250 **District and San Juan County and Fisherman Bay Sewer District for related capital**
251 **projects requested for San Juan County to perform on behalf of the districts. ALL**
252 **AYES; MOTION CARRIED.**
253

254 **MOVED by Mr. Watson, seconded by Mr. Stephens to approve the loan of up to \$200,000**
255 **for Eastsound Sewer and Water District and up to \$70,000 Fisherman Bay Sewer and**
256 **Water District with conditions that the respective districts have to designate a dedicated**
257 **revenue stream by which they will pay off the loan; and produce a capital reserve**
258 **maintenance analysis and funding report and provide to the County; and that we ask**
259 **the County Manager or designee to work with the sewer districts to implement the**
260 **contractual relationship. ALL AYES; MOTION CARRIED.**
261

262 **02:50 PM COUNCIL MEMBER & COUNTY MANAGER UPDATES:**
263

264 **Mr. Stephens:** Reported on Hospice of the Northwest regarding sale to a non-profit
265 organization; thanked Health & Community Services Director Mark Tompkins for recent Town
266 Hall meeting on Lopez Island regarding status of COVI-19; will apply again for the vacant
267 National Monument Board position.
268

269 **Ingrid Gabriel (Clerk):** Advisory Committee Appointments/ Reappointments:
270

271 **MOVED by Mr. Hughes, seconded by Mr. Watson to appoint Robert Wilson to the**
272 **Citizens Salary Commission in the Business Representative Position. ALL AYES;**
273 **MOTION CARRIED.**
274

275 **03:00 PM CLOSED SESSION & EXECUTIVE SESSIONS**
276

277 Chair Hughes announced that the Council would be holding the following sessions:
278

- 279 • Executive Session to discuss with legal counsel litigation or potential litigation pursuant
280 to RCW 42.30.110(1)(i);
281
- 282 • Executive Session to review the performance of a public employee pursuant to RCW
283 42.30.110 (1)(g);
284
- 285 • Closed Session to discuss matters pertaining to collective bargaining pursuant to RCW
286 42.30.140(4)(b)
287

288 The sessions were estimated to last approximately 55 minutes in total followed by
289 adjournment.

290

291 Present (via videoconference): Council, Prosecuting Attorney Randall Gaylord, Human
292 Resources Manager James Wolf and County Manager Mike Thomas.

293

294 The sessions ended at 4:30 PM for a total executive session time of 90 minutes.

295

296 **No action was taken.**

297

298 **04:30 PM ADJOURN**

299

300

301

302

COUNTY COUNCIL

303

SAN JUAN COUNTY, WASHINGTON

304

305 **These Minutes were approved and signed on November 3, 2020. The original document is retained in the**
306 **Council's permanent proceedings file. Attest: Ingrid R. Gabriel, Council Clerk.**

307

308

309