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MEETING MINUTES
SAN JUAN COUNTY (SJC), WASHINGTON
COUNTY COUNCIL
TUESDAY, OCTOBER 13, 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: approved

Approval of Minutes:

MOVED by Mr. Watson, seconded by Mr. Stephens to approve the San Juan County Council Tuesday, September 29, 2020 meeting minutes as written. ALL AYES; MOTION CARRIED.

Approval of Consent Agenda: none

PUBLIC HEARINGS:

09:15 AM To Approve a Resolution Calling for an Election on the Annexation of the Territory in Precincts 15D and 15E to the San Juan County Fire Protection District No. 3 and Determining that there is No Special Obligation or Benefit for Indebtedness to be Charged to the Property Owners Subject to the Annexation - Chief Norvin Collins, Fire District 3; Randall Gaylord, Prosecuting Attorney

Present: Full Council, Prosecuting Attorney Randall Gaylord, County Manager Mike Thomas, Clerk to the Council Ingrid Gabriel

Chair Hughes opened the public hearing to adopt the Ordinance. Mr. Gaylord presented the Ordinance and answered Council’s questions. Auditor Henley and Assessor Kulseth contributed to the discussion.

Chair Hughes opened public testimony. The following individuals offered testimony (via videoconference): Cheryl Kent, David Erickson and Robert Pfister.

Chair Hughes closed public testimony with the right to reopen. After discussion with the Prosecuting Attorney, no action was taken and no action was required.

51 Council will continue discussion and action on a Resolution and Order Incorporating Territory
52 in the SJC Fire Protection District No. 3 on October 27.

53
54 **09:20 AM** To Approve a Transportation Improvement Program (TIP) and Annual
55 Construction Program (ACP) [Continued from September 15] – Colin Huntmer,
56 County Engineer; Mike Thomas, County Manager

57
58 **Present:** Full Council, County Manager Mike Thomas, Clerk to the Council Ingrid Gabriel

59
60 Chair Hughes opened the public hearing to adopt the Programs. Mr. Huntmer and Mr.
61 Thomas presented the Programs and answered Council's questions. Eastsound Sewer and
62 Water District Chair Greg Ayers reported on the activities of the District.

63
64 Chair Hughes opened public testimony. The following individuals offered testimony (via
65 videoconference): none.

66
67 Chair Hughes closed public testimony with the right to reopen. After discussion, the Council
68 took the following actions:

69
70 **MOVED by Mr. Watson, seconded by Mr. Stephens to approve a Resolution Adopting**
71 **the 6-Year Transportation Improvement Program (TIP) 2021-2026. ALL AYES; MOTION**
72 **CARRIED.**

73
74 **MOVED by Mr. Watson, seconded by Mr. Stephens to approve a Resolution Adopting**
75 **an Annual Construction Program (ACP). ALL AYES; MOTION CARRIED.**

76
77 **10:45 AM** To Approve a Funding Proposal for the 2020 SJC Public Facilities Financing
78 Assistance Program – Ingrid Gabriel, Clerk to the Council

79
80 **Present:** Full Council, County Manager Mike Thomas

81
82 Chair Hughes opened the public hearing to approve the. Ms. Gabriel presented the Proposal
83 and answered Council's questions. Auditor Milene Henley and Deputy Prosecutor Jon Cain
84 provided additional information. Mr. Watson reminded Council that anticipated future funds
85 cannot be awarded per Deputy Prosecuting Attorney Jon Cain.

86
87 Chair Hughes opened public testimony. The following individuals offered testimony (via
88 videoconference): Todd Nicholson, Victoria Compton.

89
90 Chair Hughes closed public testimony with the right to reopen. Mr. Watson reminded Council
91 that anticipated future funds cannot be awarded per Deputy Prosecuting Attorney Jon Cain.
92 After discussion, the Council took the following actions:

93
94 MOTION 1 Economic Development Council

95 **MOVED by Mr. Hughes, seconded by Mr. Stephens that the applicant EDC for the**
96 **project titled *Trades Training Knowledge Worker Network* is approved as recommended**
97 **by the Committee for \$50,521. ALL AYES; MOTION CARRIED.**

98

99 MOTION 2 Port of Friday Harbor

100 **MOVED by Mr. Hughes, seconded by Mr. Stephens that the Port of Friday Harbor**
101 **application for the project titled *Jensen Marine Business Park* be awarded as provided**
102 **by the Committee at \$75,000. ALL AYES; MOTION CARRIED.**

103
104 MOTION 3 Economic Development Council
105 **MOVED by Mr. Hughes, seconded by Mr. Watson the applicant Economic Development**
106 **Council for the project titled *Business Recovery Program* be awarded as the**
107 **Committee recommended at \$52,000. ALL AYES; MOTION CARRIED.**

108
109 MOTION 4 Orcas Recycling Services
110 **MOVED by Mr. Hughes, seconded by Mr. Stephens to accept the applicant Orcas**
111 **Recycling Services project titled *Glass Crushing Facility* for the Committee**
112 **recommended \$44,492. ALL AYES; MOTION CARRIED.**

113
114 MOTION 5 San Juan Islands Park & Recreation District
115 **MOVED by Mr. Hughes, seconded by Mr. Stephens that the applicant San Juan Island**
116 **Park & Recreation District project titled *Safety Netting for the Baseball Field* for the**
117 **Committee recommended \$20,000 be accepted. VOTE: 2:1:0 (Watson opposed);**
118 **MOTION CARRIED.**

119
120 MOTION 6 San Juan County Public Works Orcas Landing
121 **MOVED by Mr. Hughes, seconded by Mr. Stephens that the applicant San Juan County**
122 **Public Works Environmental Resources project titled *Orcas Landing Interpretive Area***
123 ***Buildout* be approved to the amount recommended by the Committee of \$32,000. ALL**
124 **AYES; MOTION CARRIED.**

125
126 MOTION 7 Fisherman Bay Sewer District

127
128 **Note:** Mr. Watson asked Mr. Stephens to recuse himself from the vote. Mr. Stephens
129 declined.

130
131 **MOVED by Mr. Hughes, seconded by Mr. Stephens that the applicant Fisherman Bay**
132 **Sewer District project titled *Weeks Point Way Sewer Main Replacement* be funded at the**
133 **recommended Committee amount of \$40,000. VOTE: 2:1:0 (Watson opposed); MOTION**
134 **CARRIED.**

135
136 MOTION 8 Final PFFAP Approval

137
138 **MOVED by Mr. Hughes, seconded by Mr. Stephens to approve the Public Facilities**
139 **Financing Award Program grant cycle for \$314,013 as presented. VOTE: 2:1:0 (Watson**
140 **opposed); MOTION CARRIED.**

141
142
143
144

145 **11:40 AM DISCUSSION:** COVID-19 (Coronavirus) Update – Kyle Dodd, Environmental
146 Health Manager; Dr. Frank James, County Medical Officer; Tara Anderson,
147 Senior Budget Analyst
148

149 Mr. Dodd reported on the status of the following:

- 150 • COVID19 cases Nationally, State and locally;
- 151 • County Phase, best practices in libraries, theatres, food services, sporting activities, school
- 152 reopening, and weddings/funerals;
- 153 • Flu Immunization clinics;
- 154 • Eviction moratorium;
- 155
- 156

157 Dr. James reported on the status of the following:

- 158 • Epidemiologic curves;
- 159 • Risk assessment;
- 160 • Vaccine trials and anticipated availability;
- 161 • Emerging coronavirus treatments.
- 162
- 163

164 Ms. Anderson reported on the status of Coronavirus Aid, Relief & Economic Security (CARES)
165 funding.

166
167 **12:15 PM RECESS**
168

169 **01:15 PM DISCUSSION/ACTION:** Resolution Approving the 2021 Annual Capital
170 Improvement Plan, the 2022 Annual Capital Improvement Plan and the 2021-
171 2026 Six-Year Capital Improvement Plan; Schedule public hearing for a for
172 Tuesday, November 3 at 9:15 AM - Natasha Warmenhoven, Deputy Auditor
173

174 **MOVED by Mr. Watson, seconded by Mr. Stephens to Schedule a public hearing to**
175 **approve a Resolution Approving the 2021 Annual Capital Improvement Plan, the 2022**
176 **Annual Capital Improvement Plan and the 2021-2026 Six-Year Capital Improvement Plan**
177 **for Tuesday, November 3 at 9:15 AM. ALL AYES; MOTION CARRIED.**
178

179 **01:20 PM DISCUSSION:** Semi-Annual Grants Report to Council – Libby Concord, Grants
180 Administrator
181

182 Ms. Concord presented the Report and answered Council's questions.
183

184 **01:30 PM DISCUSSION/ACTION:** Ordinance Cancelling Prior Years Unclaimed Accounts
185 Payable and Payroll Warrants; Schedule a public hearing on November 3 at 9:15
186 (1st touch) – Michelle Novak, Payroll Manager
187

188 Ms. Novak presented the draft Ordinance and answered Council's questions. After discussion,
189 the Council took the following actions:
190
191

192 **MOVED by Mr. Watson, seconded by Mr. Stephens to schedule a public hearing to**
193 **adopt an Ordinance Cancelling Prior Years Unclaimed Accounts Payable and an**
194 **Ordinance Cancelling Payroll Warrants on November 3 at 9:15. ALL AYES; MOTION**
195 **CARRIED.**

196
197 **01:35 PM DISCUSSION/ACTION:** An Ordinance Revising the San Juan County 2020
198 Budget for Emergency Appropriations and Amending Ordinances; Schedule a
199 public hearing on November 3 at 9:15 AM (1st touch) - Milene Henley, Auditor
200

201 **MOVED by Mr. Watson, seconded by Mr. Stephens to schedule a public hearing on an**
202 **Ordinance Revising the San Juan County 2020 Budget for Emergency Appropriations,**
203 **Amending appropriate Ordinances for November 3, 2020 at 9:15 AM. ALL AYES;**
204 **MOTION CARRIED.**

205
206 **01:40 PM DISCUSSION/ACTION:** An Ordinance Revising the San Juan County 2020
207 Budget for Supplemental Appropriations, Amending Ordinances; Schedule a
208 public hearing on November 3 at 9:15 AM (1st touch) - Milene Henley, Auditor
209

210 **MOVED by Mr. Watson, seconded by Mr. Stephens to schedule a public hearing on an**
211 **Ordinance Revising the San Juan County 2020 Budget for Supplemental**
212 **Appropriations, Amending appropriate Ordinances for November 3, 2020 at 9:15 AM.**
213 **ALL AYES; MOTION CARRIED.**

214
215 **01:42 PM DISCUSSION/ACTION:** An Ordinance of San Juan County, Washington Setting
216 the Property Tax Levies for Land Conservation Futures, County Roads and
217 Current Expense for 2021; Schedule public hearing for Tuesday, November 3 at
218 9:15 AM (1st touch) – Mike Thomas, County Manager
219

220 Mr. Thomas presented the draft Ordinances and answered Council's questions. After
221 discussion, the Council took the following actions:
222

223 **MOVED by Mr. Watson, seconded by Mr. Stephens to schedule a public hearing to**
224 **adopt an Ordinance of San Juan County, Washington Setting the Property Tax Levy for**
225 **Land Conservation Futures for 2021 on Tuesday, November 3 at 9:15 AM. ALL AYES;**
226 **MOTION CARRIED.**

227
228 **MOVED by Mr. Watson, seconded by Mr. Stephens to schedule a public hearing to**
229 **adopt an Ordinance of San Juan County, Washington Setting the Property Tax Levy for**
230 **County Roads for 2021 on Tuesday, November 3 at 9:15 AM. ALL AYES; MOTION**
231 **CARRIED.**

232
233 **MOVED by Mr. Watson, seconded by Mr. Stephens to schedule a public hearing to**
234 **adopt an Ordinance of San Juan County, Washington Setting the Property Tax Levy for**
235 **Current Expense for 2021 on Tuesday, November 3 at 9:15 AM. ALL AYES; MOTION**
236 **CARRIED.**

237
238
239

240 **01:55 PM DISCUSSION/ACTION:** Schedule a Public Hearing Revising an Annual Budget
241 for the Year 2021 for Tuesday, November 3 at 9:15 AM (1st touch) – Milene
242 Henley, Auditor
243

244 After brief discussion, the Council took the following action:
245

246 **MOVED by Mr. Watson, seconded by Mr. Stephens to schedule a public hearing to**
247 **adopt an Ordinance Revising an Annual Budget for the Year 2021 on Tuesday,**
248 **November 3 at 9:15 AM. ALL AYES; MOTION CARRIED.**
249

250 **02:00 PM DISCUSSION/ACTION:** Approve a Program Plan for the Criminal Justice
251 Treatment Account – Judge Kathryn Loring, Superior Court; Richard Uri,
252 Behavioral Health Program Coordinator
253

254 Judge Loring and Mr. Uri presented the Plan and answered Council’s questions. Council will
255 take action on October 27.
256

257 **02:10 PM DISCUSSION:** Shoreline Master Program Ordinance – Adam Zack, Planner III,
258 Director Community Development
259

260 Mr. Zack presented the draft Ordinance and answered Council’s questions. The public hearing
261 is scheduled for Tuesday, October 27.
262

263 **02:25 PM DISCUSSION:** Comprehensive Plan Update on Natural Resource Land – Adam
264 Zack, Planner III
265

266 Mr. Zack presented the draft Ordinance and answered Council’s questions.
267

268 **02:50 PM DISCUSSION:** Approve a Resolution Revising the Department of
269 Community Development Fee Schedule to Add a Fee for Vacation Rental
270 Certificate of Compliance. (2nd touch) - Erika Shook, Director Community
271 Development
272

273 Ms. Shook presented the Resolution and answered Council’s questions. Council action is
274 postponed to October 27.
275

276 **03:10 PM COUNCIL MEMBER & COUNTY MANAGER UPDATES:**
277

278 **Mr. Stephens:** Reported on a recent Salmon Recovery meeting.
279

280 **Mr. Hughes:** Focused on developing a regional 10-year transportation plan.
281

282 **03:15 PM CLOSED SESSION & EXECUTIVE SESSIONS**
283

284 Chair Hughes announced that the Council would be holding an Executive Session to review
285 the performance of a public employee, pursuant to RCW 42.30.110 (1)(g)
286 and a Closed Session to discuss matters pertaining to collective bargaining pursuant to RCW
287 42.30.140(4)(b) estimated to last approximately 50 minutes in total followed by adjournment.

288 **Present for Executive Session** (via videoconference): Council, Human Resource Manager
289 James Wolf, and County Manager Mike Thomas.

290
291 **Present for Closed Session** (via videoconference): Council, Human Resource Manager
292 James Wolf, and County Manager Mike Thomas.

293
294 The sessions ended at 4:00 PM for a total executive session time of 45 minutes.

295
296 **No action was taken.**

297
298 **04:00 PM ADJOURNED**

**COUNTY COUNCIL
SAN JUAN COUNTY, WASHINGTON**

302
303 **These Minutes were approved and signed on October 27, 2020. The original document is retained in the**
304 **Council’s permanent proceedings file. Attest: Ingrid R. Gabriel, Council Clerk.**

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