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MEETING MINUTES
SAN JUAN COUNTY (SJC), WASHINGTON
COUNTY COUNCIL
TUESDAY, AUGUST 20, 2019

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

09:01 AM CALL TO ORDER & FLAG SALUTE

Council Chair Stephens called the meeting to order at 09:01 AM. Present: Council Members Jamie Stephens, Bill Watson and Rick Hughes; Deputy County Manager Mark Tompkins; Clerk to the Council Ingrid Gabriel and interested members of the public.

New Employee Introductions:

Auditor Milene Henley Introduced Amy Cadwell, Elections Specialist. Washington State University Extension Director Brook Brouwer introduced Julie Holley, WSU Extension Administrative Specialist III and Kathryn Mikulak, WSU Ag Program Coordinator.

Approval of Minutes:

MOVED by Mr. Watson, seconded by Mr. Hughes to approve the minutes of the San Juan County Council meeting minutes from Monday, July 22, 2019 as written. ALL AYES; MOTION CARRIED.

MOVED by Mr. Watson, seconded by Mr. Hughes to approve the minutes of the San Juan County Council meeting minutes from Tuesday, July 23, 2019 as written. ALL AYES; MOTION CARRIED.

Approval of Consent Agenda:

MOVED by Mr. Watson, seconded by Mr. Hughes to approve the Consent Agenda of Tuesday, August 20, 2019:

Financial Items:

July 15, 2019

- Warrant #217451 Veteran Assistance in the amount of \$97.52
- Warrant #217452 PW ER&R CC claims in the amount of \$6,119.45
- Warrant #217687-217696 Roads claims in the amount of \$25,594.16
- Warrant #217697-217705 PW ER&R claims in the amount of \$1,518.92
- Warrant #217706-217707 PW Roads CC claims in the amount of \$531.14
- 217708 – 217830 County claims in the amount of \$254,925.66

July 22, 2019

- PFM EDT 190722193 claim in the amount of \$2000.00
- Warrant #217878 – 217880 County CC Claims in the amount of \$2,402.53
- Warrant #217989 – 217994 Veterans' Assistance in the amount of \$2100.00
- Warrant #218050 – 218057 Public Works ER&R Claims in the amount of \$2161.96

- 51 • Warrant #218058-218063 Public Works Roads Claims in the amount of \$13,240.41
- 52 • Warrant #218064 – 218171 County Claims in the amount of \$305,297.35

53

54 **July 29, 2019**

- 55 • Warrant #218236 – 218245 PW ER&R claims in the amount of \$6,421.24
- 56 • Warrant #218246 – 218252 PW Roads claims in the amount of \$35,930.88
- 57 • Warrant #218255 – 218259 Veteran Assistance claims in the amount of
- 58 \$1,870.71
- 59 • Warrant #218260 – 218304 County claims in the amount of \$59,375.05

60

61 **August 5, 2019**

- 62 • Warrant #218365 – 218366 PW Roads claims in the amount of \$728,947.00
- 63 • Warrant #218425 Veteran Assistance claims in the amount of \$100.00
- 64 • Warrant #218437 Land Bank claims in the amount of \$10,000.00
- 65 • Warrant #218438 – 218442 Auditor claims in the amount of \$9,650.32
- 66 • Warrant #218443 – 218451 Sheriff claims in the amount of \$9,184.98
- 67 • Warrant #218452 – 218459 PW ER&R claims in the amount of \$6,421.01
- 68 • Warrant #218460 – 218471 PW Roads claims in the amount of \$74,368.31
- 69 • Warrant #218472 – 218560 County claims in the amount of \$164,606.39

70

71

72 The Auditor's office requests approval of payroll expenditures and associated benefit
73 expenditures for the pay period ending **07/23/2019**.

74

75 PAYROLL GROSS: \$ 1,516,001.61
76 EMPLOYER BENEFITS: \$ 550,343.16

77

78 The Auditor's office requests approval for interfund transfers issued the month of July, 2019.

79

80 **Miscellaneous:**

81

82 Resolution Authorizing a Revolving Petty Cash Fund and Naming the Custodian of Said Fund
83 (Superior Court)

84

85 **ALL AYES; MOTION CARRIED**

86

87 **Proclamation:** The Council proclaimed September as Prostate Cancer Awareness Month.

88

89 **Public Access:** The following individuals addressed the Council: Victoria Compton.

90

91 **09:15 AM PUBLIC HEARING:**

92

93 To Approve the Public Facilities Financing Assistance Program [PFFAP] Review Team
94 Recommendations – Milene Henley, Auditor; Ingrid Gabriel, Clerk to the Council

95 **Present:** Full Council, Deputy County Manager Mark Tompkins, Clerk to the Council Ingrid
96 Gabriel

97

98 Chair Stephens opened the public hearing to approve the Recommendations. Ms. Henley and
99 Ms. Gabriel presented the Recommendations and answered Council's questions.

100
101 Chair Stephens opened public testimony. The following citizens offered testimony: none.

102
103 Chair Stephens closed public testimony with the right to reopen. After discussion, the Council
104 took the following action:

105
106 **MOVED by Mr. Hughes, seconded by Mr. Stephens to approve the recommendation for**
107 **the 2019 Public Facilities Financial Assistance Program Grant Awards for \$375,392 for**
108 **2019, and \$169,021 for 2020. VOTE: 2:1:0 (Watson opposed); MOTION CARRIED.**

109
110 **09:37 AM DISCUSSION/ACTION:** Six-Year Transportation Improvement Program (2nd
111 touch) – Colin Huntmer, County Engineer; Christine Coray, Project Engineer

112
113 Mr. Huntmer and Ms. Coray presented the Program and answered Council's questions. After
114 discussion, the Council took the following action:

115
116 **MOVED by Mr. Hughes, seconded by Mr. Watson to schedule a Public Hearing for**
117 **September 24, 2019 to consider approval of resolutions adopting the 2020-2025 Six Year**
118 **Transportation Improvement Program and the 2020 Annual Construction. ALL AYES;**
119 **MOTION CARRIED.**

120
121 **11:18 AM DISCUSSION/ACTION:** Approve Miscellaneous Unspecified Projects; Emergent
122 Capital Project Recommendations – Colin Huntmer, County Engineer

123
124 Mr. Huntmer and Ms. Coray presented the Projects and Recommendations, and answered
125 Council's questions.

126
127 **11:40 AM ACTION:** To Approve a Resolution on Intention to Retain Portion of State Sales
128 Tax - Mark Tompkins, Director Health & Community Services; Ryan Page,
129 Affordable Housing Coordinator

130
131 Mr. Tompkins and Mr. Page presented the Resolution and answered Council's questions.
132 After discussion, the Council took the following action:

133
134 **MOVED by Mr. Watson, seconded by Mr. Hughes to approve a Resolution Declaring the**
135 **Intent of San Juan County to Adopt Legislation to Authorize a Sales and Use Tax for**
136 **Affordable and Supportive Housing in Accordance with Substitute House Bill 1406**
137 **(Chapter 338, Law of 2019). ALL AYES; MOTION CARRIED.**

138
139 **11:50 AM DISCUSSION:** Surplus Property Ordinance (1st touch) - Mark Tompkins, Director
140 Health & Community Services; Ryan Page, Affordable Housing Coordinator

141
142 Mr. Tompkins and Mr. Page presented the proposed Ordinance language and answered
143 Council's questions.

144
145

146 **11:58 AM DISCUSSION:** Proposed Ordinance Renewing the San Juan Islands
147 Conservation District System of Rates and Charges (1st touch scheduled for Sept
148 10) – Council
149

150 Council briefly discussed questions to put forward to the Conservation District at the first touch.
151

152 **12:03 PM COUNCIL MEMBER & COUNTY MANAGER UPDATES**
153

154 **Mr. Hughes:** Thanked Senior Engineer Shannon Wilbur for her excellent work on the Orcas
155 Road construction projects; provided a ferry service report; planning a Town Hall meeting on
156 Orcas in the near future to discuss the construction plans for Prune Alley in Eastsound.
157

158 **Mr. Watson:** Visited the Land Bank preserve on Henry Island; attended an Accountable
159 Communities of Health (ACH) executive committee meeting last week and will attend two more
160 on August 21 and 29. Met with the San Juan Island Fire & Rescue and Emergency Medical
161 Services chiefs to discuss a proposed merger.
162

163 **12:20 PM CLOSED SESSION:** To discuss matters pertaining to collective bargaining
164 pursuant to RCW 42.30.140(4)(b)
165

166 At 12:20 PM, Council Chair Stephens announced that the Council would be holding a closed
167 session estimated to last 30 minutes.
168

169 **Present:** Council, Human Resource Manager James Wolf, Deputy County Manager Mark
170 Tompkins, and Clerk to the Council Ingrid Gabriel.
171

172 The session ended at 12:45 for a total executive session time of 25 minutes.
173

174 **No Action was taken.**
175

176 Ms. Gabriel stepped out of the hearing room and announced that the closed session had
177 ended. Chair Stephens adjourned the closed session and reconvened the regular meeting.
178

179 **12:45 PM ADJOURN**
180

181 Chair Stephens adjourned the meeting.
182

183 *****

184 **COUNTY COUNCIL**
185 **SAN JUAN COUNTY, WASHINGTON**
186

187 **These Minutes were approved and signed on August 27, 2019. The original document is retained in the**
188 **Council's permanent proceedings file. Attest: Ingrid R. Gabriel, Council Clerk.**
189
190