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**MEETING MINUTES**  
**SAN JUAN COUNTY (SJC), WASHINGTON**  
**COUNTY COUNCIL**  
**TUESDAY, JANUARY 7, 2020**

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

**09:00 AM CALL TO ORDER & FLAG SALUTE**

Council Chair Stephens called the meeting to order at 09:00 AM. Present: Council Members Jamie Stephens, Bill Watson and Rick Hughes; Deputy Manager Mark Tompkins; Clerk to the Council Ingrid Gabriel and interested members of the public.

**New Employee Introduction:** Public Works Administrative Program Manager Denice Kulseth introduced Administrative Specialist Robin Alsdurf.

**Approval of Minutes:**

**MOVED by Mr. Hughes, seconded by Mr. Watson to approve the San Juan County Council Monday, December 2, 2019 meeting minutes as written. ALL AYES; MOTION CARRIED.**

**MOVED by Mr. Hughes, seconded by Mr. Watson to approve the San Juan County Council Tuesday, December 3, 2019 meeting minutes as written. ALL AYES; MOTION CARRIED.**

**MOVED by Mr. Hughes, seconded Mr. Watson by to approve the San Juan County Council Tuesday, December 9, 2019 meeting minutes as written. ALL AYES; MOTION CARRIED.**

**Approval of Consent Agenda:**

**MOVED by Mr. Hughes, seconded by Mr. Watson to approve the Consent Agenda of Tuesday, January 7, 2020:**

**Financial Items:**

The Auditor's office requests approval for the following warrants issued the week of November 25, 2019:

- Warrant #222945-222946 Veterans Assist claims in the amount of \$800.00\
- Warrant #223046-223116 County claims in the amount of \$204,034.66

The Auditor's office requests approval for the following warrants issued the week of December 2, 2019:

- EFT 91202191 ER&R Tax claim in the amount of \$617.68
- Warrant #223164 Sheriff Department Credit Card claim in the amount of \$1,084.64
- Warrant #223165-223182 ER&R claims in the amount of \$15,180.23
- Warrant #223183 Veteran Assistance claim in the amount of \$100

- 51 • Warrant #223184-223257 County claims in the amount of \$148,005.20

52  
53 The Auditor's office requests approval for the following warrants issued the week of December  
54 9, 2019:

- 55 • EFT 91212191 Parks Tax claim in the amount of \$334.28
- 56 • Warrant #223450-223453 Veteran Assistance claims in the amount of  
57 \$2,104.23
- 58 • Warrant #223454-223545 County claims in the amount of \$220,950.68
- 59 • Plus use tax in the amount of \$70.32 for total expenditures of \$221,021.00
- 60 • Warrant #223361-223375 ER&R claims in the amount of \$5,081.59

61  
62 The Auditor's office requests approval for the following warrants issued the week of December  
63 16, 2019:

- 64 • Warrant #223592 WSU Extension credit card claim in the amount of \$1,649.78  
65 Plus use tax in the amount of \$3.19 for total expenditures of \$1,652.97
- 66 • EFT 1912182019 ER&R Tax claim in the amount of \$318.63
- 67 • Warrant #223825-223837 ER&R claims in the amount of \$9,423.64  
68 Plus use tax in the amount of \$.06 for total expenditures of \$9,423.70
- 69 • Warrant #223838-223977 County claims in the amount of \$403,266.98  
70 Plus use tax in the amount of \$351.59 for total expenditures of \$403,618.57

71  
72 The Auditor's office requests approval for the following warrants issued the week of December  
73 23, 2019:

- 74 • Warrant #224141-224199 County claims in the amount of \$220,514.57  
75 Plus use tax in the amount of \$152.03 for total expenditures of \$220,666.60
- 76 • Warrant #224200-224206 ER&R claims in the amount of \$2,613.92
- 77 • EFT 19123020191 Treasurer PFM Financial Advisors claim in the amount of  
78 \$1,000.00
- 79 • Warrant #224208-224213 Veteran Assistance claims in the amount of  
80 \$2,000.00

81  
82 The Auditor's office requests approval of payroll expenditures and associated benefit  
83 expenditures for the pay period ending November 21, 2019:

84  
85 PAYROLL GROSS: \$1,486,172.71  
86 EMPLOYER BENEFITS: \$ 569,800.62  
87

88 The Treasurer's office requests approval for the checks issued for the month of November,  
89 2019.

90  
91 Miscellaneous:

- 92 • Resolution Closing the Public Works Revolving Cash Fund
- 93 • Resolution Closing the Revolving Fund for Medicaid Transportation

94  
95 **ALL AYES; MOTION CARRIED**

96  
97 **Public Access:** The following individuals addressed the Council: none

98  
99 **09:05 AM: ELECTION OF COUNCIL CHAIR & VICE CHAIR FOR 2020** – Ingrid Gabriel,  
100 Council Clerk  
101

102 Ms. Gabriel called for nominations of Council Chair and Council Vice Chair. Mr. Watson  
103 nominated Mr. Hughes for Chair. Mr. Stephens nominated Mr. Watson for Vice Chair. Mr.  
104 Hughes was appointed Chair; Mr. Watson was appointed Vice Chair.  
105

106 **EXECUTIVE SESSIONS:** To evaluate the qualifications of an applicant for public employment  
107 or to review the performance of a public employee pursuant to RCW 42.30.110 (1)(g)  
108

109 At 09:30, Council Chair Hughes announced that the Council would be holding two executive  
110 sessions estimated to last 40 minutes each.  
111

112 **09:30 AM Session 1:**  
113 Present: Council, Auditor Milene Henley, Human Resource Manager James  
114 Wolf, Deputy Manager Mark Tompkins and Clerk to the Council Ingrid Gabriel.  
115

116 At 10:10, Ms. Gabriel stepped out of the hearing room and announced the session would take  
117 an additional 30 minutes. The session ended at 10:20 for a total executive session time of 50  
118 minutes.  
119

120 **No Action was taken.**  
121

122 **10:20 AM Session 2:**  
123 Present: Council, Human Resource Manager James Wolf and Deputy Manager  
124 Mark Tompkins.  
125

126 The session ended at 141:00 for a total executive session time of 40 minutes.  
127

128 **No Action was taken.**  
129

130 Ms. Gabriel announced that the executive session had ended. Chair Hughes adjourned the  
131 executive session and reconvened the regular meeting.  
132

133 **11:00 AM ACTION:** To approve request for an extension, thru 2-29-2020, of the 2019  
134 Lodging Tax Award to the Land Bank/Terrestrial Managers for the Visitor Study,  
135 Part 2 – Council  
136

137 After discussion, the Council took the following action:  
138

139 **MOVED by Mr. Hughes, seconded by Mr. Watson to approve the request for an**  
140 **extension through February 29, 2020 of the 2019 Lodging Tax Award to the Land Bank**  
141 **Terrestrial Managers for the Visitor Study, Part Two. ALL AYES; MOTION CARRIED**  
142  
143  
144  
145

146 **11:02 AM ACTION:** To approve request for an extension, thru 12-31-2020, of the 2019  
147 Lodging Tax Awards to San Juan County Parks for Eastsound Village Green  
148 Playground and Eastsound Village Green Facility Improvements  
149

150 After discussion, the Council took the following action:

151  
152 **MOVED by Mr. Stephens, seconded by Mr. Watson to approve request for an extension,**  
153 **through December 31, 2020 of the 2019 Lodging Tax Awards to San Juan County Parks**  
154 **for Eastsound Village Green Playground and Eastsound Village Green Facility**  
155 **Improvements. ALL AYES; MOTION CARRIED**  
156

157 **11:10 AM COUNCIL MEMBER & COUNTY MANAGER UPDATES**

158  
159 **Ms. Gabriel (Clerk):** Advisory Committee Appointments/Reappointments  
160

161 **MOVED by Mr. Watson, seconded by Mr. Stephens to reappoint Bruce Martin to the**  
162 **Building Advisory Council. ALL AYES; MOTION CARRIED.**  
163

164 **MOVED by Mr. Watson, seconded by Mr. Stephens to appoint Barbara Sharp to the San**  
165 **Juan Island Library Board of Trustees. ALL AYES; MOTION CARRIED.**  
166

167 After discussion, the Council determined their 2020 Advisory Committee Liaison Appointments.  
168

169 **Mr. Stephens:** Will participate in a conference call regarding school funding; reported that the  
170 state coroners are introducing additional requirements for certification; reported on the January  
171 6 Joint 40<sup>th</sup> District meeting to appoint a replacement for State Representative Jeff Morris (Alex  
172 Remal); reported on the status of the SJC Parks Department.  
173

174 **Mr. Hughes:** Thanked Mr. Stephens for his leadership on the Council and advocacy in  
175 Olympia in 2019; provided a ferry budget update;  
176

177 **11:45 PM ADJOURN**

178 Chair Hughes adjourned the meeting.  
179  
180

181 \*\*\*\*\*

182 **COUNTY COUNCIL**  
183 **SAN JUAN COUNTY, WASHINGTON**  
184

185  
186 **These Minutes were approved and signed on January 14, 2020. The original document is retained in the**  
187 **Council's permanent proceedings file. Attest: Ingrid R. Gabriel, Council Clerk.**  
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189  
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