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**MEETING MINUTES**  
**SAN JUAN COUNTY (SJC), WASHINGTON**  
**COUNTY COUNCIL**  
**TUESDAY, MARCH 17, 2020**

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

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

Council Chair Hughes called the meeting to order at 9:00 AM. Present: Council Members Jamie Stephens, Bill Watson and Rick Hughes; County Manager Mike Thomas; Clerk to the Council Ingrid Gabriel and interested members of the public.

**Approval of Minutes:**

**MOVED by Mr. Watson, seconded by Mr. Stephens to approve the San Juan County Council Monday, February 3, 2020 meeting minutes as amended. ALL AYES; MOTION CARRIED.**

**MOVED by Mr. Watson, seconded by Mr. Stephens to approve the San Juan County Council Tuesday, February 4, 2020 meeting minutes as written. ALL AYES; MOTION CARRIED.**

**MOVED by Mr. Watson, seconded by Mr. Stephens to approve the San Juan County Council Monday, February 10, 2020 meeting minutes as written. ALL AYES; MOTION CARRIED.**

**MOVED by Mr. Watson, seconded by Mr. Stephens to approve the San Juan County Council Tuesday, February 11, 2020 meeting minutes as amended. ALL AYES; MOTION CARRIED.**

**MOVED by Mr. Watson, seconded by Mr. Stephens to approve the San Juan County Council Wednesday, February 18, 2020 meeting minutes as written. ALL AYES; MOTION CARRIED.**

**Approval of Consent Agenda:**

**MOVED by Mr. Watson, seconded by Mr. Stephens to approve the Consent Agenda of Tuesday, March 17, 2020:**

**Financial Items:**

The Auditor's office requests approval for the following warrants issued the week of February 10, 2020:

2019

- Warrant #225687-225693 County claims in the amount of \$57,652.75

51 2020

- 52 • EFT #190214201 ER&R Tax claim in the amount of \$99.91
- 53 • Warrant #225971-226111 County claims in the amount of \$204,046.77
- 54 Plus use tax in the amount of \$625.86 for a total expenditure of 204,672.63
- 55 • Warrant #226112-226126 ER&R claims in the amount of \$24,482.61

56  
57 The Auditor's office requests approval for the following warrants issued the week of February  
58 17, 2020:

- 59 • Warrant #226171-226179 ER&R claims in the amount of \$8,099.91
- 60 • EFT #190221201 Parks Tax claim in the amount of \$3,656.18
- 61 • Warrant #226252-226328 County claims in the amount of \$161,878.37
- 62 Plus use tax in the amount of \$261.33 for a total expenditure of \$162,139.70

63  
64 The Auditor's office requests approval for the following warrants issued the week of February  
65 24, 2020:

- 66 • EFT #190225201 ER&R Tax claim in the amount of \$70.24
- 67 • Warrant #226416-226498 County claims in the amount of \$604,415.36
- 68 • Warrant #226499-226501 Veteran Assistance claims in the amount of \$1,100

69  
70 The Auditor's office requests approval for the following warrants issued the week of March 5,  
71 2020:

- 72 • Warrant #226622-2266368 Public Works invoices in the amount of \$44,563.59
- 73 • Warrant #226639-226704 County claims in the amount of \$452,139.71
- 74 • Warrant #226757\*226772 County claims in the amount of \$32,289.69
- 75 Plus use tax in the amount of \$41.09 for a total expenditure of \$528,992.99

76  
77 The Treasurer's office requests approval for the checks issued for the month of February.  
78 2020.

79  
80 **ALL AYES; MOTION CARRIED**

81  
82 **Approval of Correspondence:** Council approved the wording of a press release re: San Juan  
83 Island Response to COVID-19 (Corona) Virus Outbreak to be released by Council.

84  
85 **Recognition:** Chair Hughes noted the passing of former San Juan County Treasurer Kathy  
86 Turnbull.

87  
88 **Public Access:** The following individuals addressed the Council - none

89  
90 **09:00 AM PUBLIC HEARING:** To Adopt Revisions to the SJC Personnel Policy Manual  
91 – Mike Thomas, County Manager

92  
93 **Present:** Full Council, County Manager Mike Thomas, Council Clerk Ingrid Gabriel.

94  
95 Chair Hughes opened the public hearing to adopt the Revisions. Mr. Thomas presented the  
96 Revisions and answered Council's questions.

97

98 Chair Hughes opened public testimony. The following individual offered testimony: none.  
99

100 Chair Hughes closed public testimony with the right to reopen. After discussion, the Council  
101 took the following action:  
102

103 **MOVED by Mr. Stephens, seconded by Mr. Watson to adopt an Ordinance of the County**  
104 **Council of San Juan County Adopting Amendments to the Personnel Policy Manual.**  
105 **ALL AYES; MOTION CARRIED.**  
106

107 **09:23 AM DISCUSSION:** Prune Alley Street Improvement Update – Jesse Douglas-  
108 Seitz, Project Engineer  
109

110 Mr. Douglas-Seitz presented the Update and answered Council’s questions. After discussion,  
111 the Council took the following action:  
112

113 **MOVED by Mr. Stephens, seconded by Mr. Watson to approve a Resolution Accepting**  
114 **Easements for the Prune Alley Street Improvement Project. ALL AYES; MOTION**  
115 **CARRIED.**  
116

117 **09:33 AM DISCUSSION/ACTION:** Planning Commission Recommendations on Shoreline  
118 Master Program Ordinance to Update the Shoreline Master Program  
119 Regulations; Amending San Juan County Code (SJCC) 18.20.020, 18.20.140,  
120 18.20.190, 18.50.020, 18.50.030, 18.50.040, 18.50.450, 18.50.540, 18.50.550,  
121 18.50.600, 18.80.110 and 15.12.030; Schedule Joint Public Hearing with  
122 Department of Ecology on April 21 at 9:15 – Linda Kuller, Planning Manager  
123

124 Ms. Kuller presented the Recommendations and answered Council’s questions. After  
125 discussion, the Council took the following action:  
126

127 **MOVED by Mr. Watson, seconded by Mr. Stephens to schedule a Joint Public Hearing**  
128 **with Department of Ecology to consider an Ordinance to Update the Shoreline Master**  
129 **Program Regulations; Amending San Juan County Code (SJCC) 18.20.020, 18.20.140,**  
130 **18.20.190, 18.50.020, 18.50.030, 18.50.040, 18.50.450, 18.50.540, 18.50.550,**  
131 **18.50.600, 18.80.110 and 15.12.030 on April 21 at 9:15. ALL AYES; MOTION CARRIED.**  
132

133 **10:16 AM DISCUSSION:** Resolution Extending a Moratorium on Siting Licensed Marijuana  
134 Production and Processing Operations Adopted in Resolution No. 34 - [public  
135 hearing scheduled for March 24] (2<sup>nd</sup> touch) - Linda Kuller, Planning Manager  
136

137 Ms. Kuller presented the draft Resolution and answered Council’s questions.  
138

139 **10:20 AM DISCUSSION:** Draft Ordinance to Regulate Marijuana – Linda Kuller, Planning  
140 Manager  
141

142 Ms. Kuller presented the draft Ordinance and answered Council’s questions.  
143

144 **10:47 AM ACTION:** Tourism Master Plan – Jamie Stephens, Council Member  
145

146 After discussion, the Council took the following action:  
147

148 **MOVED by Mr. Stephens, seconded by Mr. Watson to approve rescinding the Tourism**  
149 **Master Plan grant to the Lodging Tax Advisory Committee (LTAC). ALL AYES; MOTION**  
150 **CARRIED.**

151  
152 **10:49 AM DISCUSSION:** SJC Comprehensive Plan Update: Rural Land Use – Adam Zack,  
153 Planner III  
154

155 Mr. Zack presented the Update and answered Council's questions.  
156

157 **11:58 AM DISCUSSION/ACTION:** WA State COVID-19 Outbreak Emergency Housing  
158 Grant – Council  
159

160 Council discussed the Grant and took the following action:  
161

162 **MOVED by Mr. Watson, seconded by Mr. Stephens to authorize Staff to apply for a**  
163 **COVID-19 Department of Commerce Emergency Housing grant. ALL AYES; MOTION**  
164 **CARRIED.**

165  
166 **12:05 PM DISCUSSION:** Council and Manager Planning for County Employees during  
167 COVID-19 – Mike Thomas, County Manager  
168

169 Mr. Thomas and Council discussed a proposed policy that addresses County employee  
170 “distancing”, advisory committee meetings, events and public access to County facilities.  
171

172 **12:20 PM COUNCIL MEMBER & COUNTY MANAGER UPDATES:**  
173

174 **Council Clerk Update:** Committee Appointments & Reappointments  
175

176 **MOVED by Mr. Hughes, seconded by Mr. Stephens to appoint Kathy Morris, Laurie**  
177 **Bullock and Aaron Rock to the Solid Waste Advisory Committee. ALL AYES; MOTION**  
178 **CARRIED.**

179  
180 **MOVED by Mr. Watson, seconded by Mr. Stephens to appoint Ryan Hawkins to the**  
181 **Clean Water Advisory Committee. ALL AYES; MOTION CARRIED.**  
182

183 **MOVED by Mr. Watson, seconded by Mr. Stephens to appoint Colin Huntmer to the**  
184 **Housing Advisory Committee. ALL AYES; MOTION CARRIED.**  
185

186 **MOVED by Mr. Watson, seconded by Mr. Stephens to reappoint Anne Bertino to the**  
187 **Housing Advisory Committee. ALL AYES; MOTION CARRIED.**  
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189 **12:30 PM ADJOURN**  
190

191 Chair Hughes adjourned the meeting.  
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**COUNTY COUNCIL  
SAN JUAN COUNTY, WASHINGTON**

**These Minutes were approved and signed on March 24, 2020. The original document is retained in the Council's permanent proceedings file. Attest: Ingrid R. Gabriel, Council Clerk.**