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# MEETING MINUTES

SAN JUAN COUNTY (SJC), WASHINGTON  
COUNTY COUNCIL  
TUESDAY, NOVEMBER 3, 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:** no revisions.

**Approval of Minutes:**

**MOVED by Mr. Watson, seconded by Mr. Stephens to approve the San Juan County Council Monday, October 26, 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, October 27, 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, November 3, 2020:**

**Financial Items:**

The Auditor’s office requests approval for the following warrants issued the week of October 19, 2020:

- Warrant #234152 GreatAmerica claims in the amount of \$2,609.40
- Warrant #234153-234278 County claims in the amount of \$415,519.59  
Plus Use Tax in the amount of \$289.01 for a total expenditure of \$415,808.60
- EFT # 19102120 Parks Tax claims in the amount of \$1,180.03
- EFT # 191021202 ER&R Tax claims in the amount of \$77.93

**ALL AYES; MOTION CARRIED**

51 **Approval of Correspondence:**

52  
53 **MOVED by Mr. Watson, seconded by Mr. Hughes to approve correspondence**  
54 **recommending Council Member Stephens to represent local government on the San**  
55 **Juan Islands National Monument Planning Organization. ALL AYES; MOTION CARRIED.**

56  
57 **Public Access (via videoconference):** no public comment.

58  
59 **09:25 AM PUBLIC HEARINGS:**

- 60  
61 1. To Approve a Resolution Approving the 2021 Annual Capital Improvement Plan and the  
62 2021-2026 Six-Year Capital Improvement Plan – Natasha Warmenhoven, Deputy  
63 Auditor  
64 **Present:** Full Council, County Manager Mike Thomas, Clerk to the Council Ingrid  
65 Gabriel

66  
67 Chair Hughes opened the public hearing to approve the Resolution. Ms. Warmenhoven  
68 presented the Resolution and answered Council's questions.

69  
70 Chair Hughes opened public testimony. The following individuals offered testimony (via  
71 videoconference): none

72  
73 Chair Hughes closed public testimony with the right to reopen. After discussion, the Council  
74 took the following action:

75  
76 **MOVED by Mr. Watson, seconded by Mr. Stephens to continue the public hearing to**  
77 **approve a Resolution Approving the 2021 Annual Capital Improvement Plan and the**  
78 **2021-2026 Six-Year Capital Improvement Plan to Tuesday, November 10 at 9:15 AM.**  
79 **ALL AYES; MOTION CARRIED.**

- 80  
81 1. To Adopt an Ordinance Cancelling Prior Years Unclaimed Accounts Payable and  
82 Payroll Warrants – Natasha Warmenhoven, Deputy Auditor  
83 **Present:** Full Council, County Manager Mike Thomas, Clerk to the Council Ingrid  
84 Gabriel

85  
86 Chair Hughes opened the public hearing to adopt the Ordinances. Ms. Warmenhoven  
87 presented the Ordinances and answered Council's questions.

88  
89 Chair Hughes opened public testimony. The following individuals offered testimony (via  
90 videoconference): none

91  
92 Chair Hughes closed public testimony with the right to reopen. After discussion, the Council  
93 took the following actions:

94  
95 **MOVED by Mr. Watson, seconded by Mr. Stephens to adopt an Ordinance Cancelling**  
96 **Prior Years Unclaimed Accounts Payable Warrants as presented. ALL AYES; MOTION**  
97 **CARRIED.**

98

99 **MOVED by Mr. Watson, seconded by Mr. Stephens to adopt an Ordinance Cancelling**  
100 **Prior Years Unclaimed Payroll Warrants as presented. ALL AYES; MOTION CARRIED.**  
101

- 102 2. To Adopt an Ordinance Revising the San Juan County 2020 Budget for Emergency  
103 Appropriations, Amending Ordinances 19-2019, 03-2020, 04-2020, 05-2020, 09-2020,  
104 and 10-2020 - Milene Henley, Auditor

105 **Present:** Full Council, County Manager Mike Thomas, Clerk to the Council Ingrid  
106 Gabriel  
107

108 Chair Hughes opened the public hearing to adopt the Ordinance. Ms. Henley presented the  
109 Ordinance and answered Council's questions.  
110

111 Chair Hughes opened public testimony. The following individuals offered testimony (via  
112 videoconference):  
113

114 Chair Hughes closed public testimony with the right to reopen. After discussion, the Council  
115 took the following action:  
116

117 **MOVED by Mr. Watson, seconded by Mr. Stephens to adopt an Ordinance Revising the**  
118 **San Juan County 2020 Budget for Emergency Appropriations, Amending Ordinances**  
119 **19-2019, 03-2020, 04-2020, 05-2020, 09-2020, and 10-2020. ALL AYES; MOTION**  
120 **CARRIED.**  
121

- 122 3. To Adopt an Ordinance Revising the San Juan County 2020 Budget for Supplemental  
123 Appropriations, Amending Ordinances 19-2019, 03-2020, 04-2020, 05-2020, 09-2020,  
124 10-2020, and 14-2020 - Milene Henley, Auditor

125 **Present:** Full Council, County Manager Mike Thomas, Clerk to the Council Ingrid  
126 Gabriel  
127

128 Chair Hughes opened the public hearing to adopt the Ordinance. Ms. Henley presented the  
129 Ordinance and answered Council's questions.  
130

131 Chair Hughes opened public testimony. The following individuals offered testimony (via  
132 videoconference): none  
133

134 Chair Hughes closed public testimony with the right to reopen. After discussion, the Council  
135 took the following action:  
136

137 **MOVED by Mr. Watson, seconded by Mr. Stephens to adopt an Ordinance Revising the**  
138 **San Juan County 2020 Budget for Supplemental Appropriations, Amending Ordinances**  
139 **19-2019, 03-2020, 04-2020, 05-2020, 09-2020, 10-2020, and 14-2020. ALL AYES; MOTION**  
140 **CARRIED.**  
141

- 142 4. To Adopt an Ordinance of San Juan County, Washington Setting the Property Tax Levy  
143 for **Land Conservation Futures** for 2021 – Mike Thomas, County Manager

144 **Present:** Full Council, County Manager Mike Thomas, Clerk to the Council Ingrid  
145 Gabriel  
146

147 Chair Hughes opened the public hearing to adopt the Ordinance. Mr. Thomas presented the  
148 Ordinance and answered Council's questions.

149  
150 Chair Hughes opened public testimony. The following individuals offered testimony (via  
151 videoconference): none

152  
153 Chair Hughes closed public testimony with the right to reopen. After discussion, the Council  
154 took the following action:

155  
156 **MOVED by Mr. Watson, seconded by Mr. Stephens to adopt an Ordinance of San Juan**  
157 **County, Washington Setting the Property Tax Levy for Land Conservation Futures for**  
158 **2021 as presented. ALL AYES; MOTION CARRIED.**

159  
160 5. To Adopt an Ordinance of San Juan County, Washington Setting the Property Tax Levy  
161 for **County Roads** for 2021 – Mike Thomas, County Manager  
162 **Present:** Full Council, County Manager Mike Thomas, Clerk to the Council Ingrid  
163 Gabriel

164  
165 Chair Hughes opened the public hearing to adopt the Ordinance. Mr. Thomas presented the  
166 Ordinance and answered Council's questions.

167  
168 Chair Hughes opened public testimony. The following individuals offered testimony (via  
169 videoconference): none

170  
171 Chair Hughes closed public testimony with the right to reopen. After discussion, the Council  
172 took the following action:

173  
174 **MOVED by Mr. Watson, seconded by Mr. Stephens to adopt an Ordinance of San Juan**  
175 **County, Washington Setting the Property Tax Levy for County Roads for 2021 as**  
176 **presented. ALL AYES; MOTION CARRIED.**

177  
178 6. To Adopt an Ordinance of San Juan County, Washington Setting the Property Tax Levy  
179 for **Current Expense** for 2021 – Mike Thomas, County Manager  
180 **Present:** Full Council, County Manager Mike Thomas, Clerk to the Council Ingrid  
181 Gabriel

182  
183 Chair Hughes opened the public hearing to adopt the Ordinance. Mr. Thomas presented the  
184 Ordinance and answered Council's questions.

185  
186 Chair Hughes opened public testimony. The following individuals offered testimony (via  
187 videoconference): none

188  
189 Chair Hughes closed public testimony with the right to reopen. After discussion, the Council  
190 took the following action:

191  
192 **MOVED by Mr. Watson, seconded by Mr. Stephens to adopt an Ordinance of San Juan**  
193 **County, Washington Setting the Property Tax Levy for Current Expense for 2021 as**  
194 **presented. ALL AYES; MOTION CARRIED.**

195 **10:20 AM DISCUSSION:** COVID-19 (Coronavirus) Emergency Response Update –  
196 Kyle Dodd, Environmental Health Manager; Mark Tompkins, Director Health &  
197 Community Services  
198

199 Mr. Dodd and Mr. Tompkins reported on the status of the following:  
200

- 201 • COVID19 cases in the County and State epidemiologic curves;
- 202 • Distribution of Personal Protection Equipment;
- 203 • Drive-through flu clinics;
- 204 • Phase and Risk Assessment;
- 205 • Healthcare system readiness;
- 206 • Coronavirus testing;
- 207 • Guidance on staying home regarding symptoms;
- 208 • Holiday travel recommendations;
- 209

210 County Medical Officer Dr. Frank James reported on the local increase of COVID-19 cases,  
211 vaccine development, and recommended safety measures for the next two months.  
212

213 **10:50 AM DISCUSSION:** An Ordinance of San Juan County, Washington Amending an  
214 Annual Budget for the Year 2021 and Setting Forth the Estimated Revenues and  
215 (2<sup>nd</sup> touch) – Milene Henley, Auditor  
216

217 Ms. Henley presented the Ordinance and answered Council’s questions. The public hearing is  
218 scheduled for Tuesday, November 10.  
219

220 **10:55 AM DISCUSSION:** Interest in Formation of a SJC Ferry District – Rick Hughes,  
221 Council Chair  
222

223 Mr. Hughes reported on the potential of the Formation.  
224

225 **11:00 AM COUNCIL MEMBER & COUNTY MANAGER UPDATES:**  
226

227 **Mr. Stephens:** Participating in Puget Sound Partnership “Project Olga” regarding creating  
228 suggested state legislation; announced that the Lopez Solid Waste Disposal District (LSWDD)  
229 was awarded Recycler of the Year by the Washington State Recycling Association.  
230

231 **Ms. Gabriel (clerk):** Advisory Committee Appointments/ Reappointments:  
232

233 **MOVED by Mr. Stephens, seconded by Mr. Watson to appoint Mindy Richardson as**  
234 **Trustee for the Lopez Island Library. ALL AYES; MOTION CARRIED.**  
235

236 **MOVED by Mr. Hughes, seconded by Mr. Watson to reappoint Pete Moe and David**  
237 **Zapalac to the Solid Waste Advisory Committee. ALL AYES; MOTION CARRIED.**  
238

239 **11:15 AM CLOSED SESSION & EXECUTIVE SESSIONS**  
240

241 Chair Hughes announced that the Council would be holding the following sessions  
242 estimated to last approximately 60 minutes in total and followed by adjournment:

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- **EXECUTIVE SESSION:** To review the performance of a public employee. pursuant to RCW 42.30.110 (1)(g)  
Present (via videoconference): Council, Human Resource Manager James Wolf, and County Manager Mike Thomas.
- **CLOSED SESSION:** To discuss matters pertaining to collective bargaining pursuant to RCW 42.30.140(4)(b)
- Present (via videoconference): Council, Human Resource Manager James Wolf and County Manager Mike Thomas.

The sessions ended at 12:00 PM for a total executive/closed session time of 60 minutes.

**No action was taken.**

**12:00 PM      ADJOURNED**

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**COUNTY COUNCIL  
SAN JUAN COUNTY, WASHINGTON**

**These Minutes were approved and signed on November 10, 2020. The original document is retained in the Council’s permanent proceedings file. Attest: Ingrid R. Gabriel, Council Clerk.**