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**MEETING MINUTES**  
**SAN JUAN COUNTY (SJC), WASHINGTON**  
**COUNTY COUNCIL**  
**TUESDAY, MARCH 30, 2021**

**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, Christine Minney and Cindy Wolf (all via videoconference); County Manager Mike Thomas (via videoconference), and Clerk to the Council Ingrid Gabriel (present in hearing room).

**Approval of Agenda:** added an Executive Session Litigation

**Approval of Minutes:**

**MOVED by Ms. Minney, seconded by Ms. Wolf to approve the San Juan County Council Tuesday, March 16, 2021 meeting minutes as written. ALL AYES; MOTION CARRIED.**

**Approval of Consent Agenda:**

**MOVED by Ms. Wolf, seconded by Ms. Minney to approve the Consent Agenda of Tuesday, March 30, 2021:**

**Financial Items:**

The Auditor's office requests approval of the following warrants issued the week of March 8, 2021:

- Warrant #238668 Auditor claims in the amount of \$9,610.00
- Warrant #238670-238683 Facilities and Parks claims in the amount of \$13,420.95
- Warrant #238685-238786 County claims in the amount of \$175,777.47

The Auditor's office requests approval for the following warrants issued the week of March 15, 2021:

- Warrant #238787 DCD claims in the amount of \$9,262.47
- Warrant #238796-238814 Facilities and Parks claims in the amount of \$20,480.03
- EFT #190322212 Parks Tax claims in the amount of \$3,199.01
- Warrant #239113-239189 County claims in the amount of \$383,829.15  
Plus Use Tax in the amount of \$87.41 for a total expenditure of \$383,916.56

**Miscellaneous Items:**

- Approve NSBH-ASO Limited Liability Company License Renewal and Annual Report
- Approve Associate Development Organization (ADO) Affidavit

- 51       • Approve Interlocal Agreement Authorizing a One-Year Interagency Loan  
52       from San Juan County to the Cattle Point Water District in the Amount of  
53       \$100,000

54       **ALL AYES; MOTION CARRIED**

55  
56       **Public Comments (via videoconference):** Warner Cattle Point Waster Council? provided  
57       comments to the Council.

58  
59       **09:08 SM     ACTION:** 2021 Senior and Disabled Rental Subsidy Program Applications –  
60       Ryan Page, Housing Program Coordinator

61  
62       Mr. Page presented the Applications and answered Council’s questions. After discussion the  
63       Council took the following action:

64  
65       **MOVED by Ms. Minney, seconded by Mr. Stephens to approve the 2021 Senior and**  
66       **Disabled Rental Subsidy Program Applications. ALL Ayes; MOTION CARRIED.**

67  
68       **09:15 AM     DISCUSSION:** Surplus Property for Affordable Housing Ordinance (1st touch)  
69       - Mark Tompkins, Director Health & Community Services; Ryan Page, Housing  
70       Program Coordinator

71  
72       Mr. Page presented the draft Ordinance and answered Council’s questions

73  
74       **09:25 AM     PRESENTATION:** Land Bank – Lincoln Bormann, Director Land Bank

75  
76       Mr. Borman provided an overview of the Land Bank’s mission and answered Council’s  
77       questions.

78  
79       **10:05 AM     DISCUSSION:** Amending the 2021 Annual Construction Program for County  
80       Roads (2<sup>nd</sup> touch) - Colin Huntemer, Director Public Works

81  
82       Mr. Huntemer presented the Program and answered Council’s questions. Action is scheduled  
83       for the April 6 meeting.

84  
85       **10:10 AM     DISCUSSION:** Public Barge Landings at Jackson’s Beach on San Juan Island  
86       Briefing – Colin Huntemer, Director Public Works

87  
88       Mr. Huntemer presented the Briefing and answered Council’s questions.

89  
90       **10:40 AM     DISCUSSION/ACTION:** Agate Beach County Park Road Relocation, Update on  
91       Additional Project Scope and Funding – Shannon Wilbur, Public Works

92  
93       Ms. Wilbur presented the Update and answered Council’s questions. After discussion the  
94       Council took the following action:

95

96 **MOVED by Ms. Wolf, seconded Ms. Minney to authorize the County Manager to sign the**  
97 **revised Memo of Understanding for the Agate Beach Project. ALL AYES; MOTION**  
98 **CARRIED.**  
99

100 **11:00 AM ACTION;** Interagency Contract with Sheriff and Department of Corrections –  
101 Mike Thomas, County Manager  
102

103 Mr. Thomas presented the Contract and answered Council’s questions. After discussion the  
104 Council took the following action:  
105

106 **MOVED by Ms. Minney, , seconded by Ms. Wolf to approve the Interagency Contract**  
107 **with Sheriff and Department of Corrections ALL AYES; MOTION CARRIED.**  
108

109 **11:10 AM DISCUSSION/ACTION:** Community Development Block Grant Application;  
110 Schedule Public Hearing for Tuesday, May 4 at 9:15 – Denice Kulseth,  
111 Administrative Analyst  
112

113 Ms. Kulseth presented the Application and answered Council’s questions. After discussion the  
114 Council took the following action:  
115

116 **MOVED by Ms. Minney, seconded by Ms. Wolf to schedule a public hearing for a**  
117 **Community Development Block Grant Application for Tuesday, May 4 at 9:15. ALL**  
118 **AYES; MOTION CARRIED.**  
119

120 **11:15 AM DISCUSSION:** Vacation Rentals – Moratorium Follow-up Discussion with Staff –  
121 Erika Shook, Director Community Development  
122

123 Ms. Shook presented the Follow-Up and answered Council’s questions.  
124

125 **12:05 AM RECESS**  
126

127 **01:05 PM**  
128

129 **COUNCIL MEMBER & COUNTY MANAGER UPDATES:**  
130

131 **Ms. Wolf:** Attended Opportunity Council meeting; walked Bartel Road with Public Works  
132 Director Colin Huntmer, Of People and Land (OPAL) Director Lisa Byers and Affordable  
133 Housing Coordinator Ryan Page regarding potential affordable housing development;  
134 discussed auxiliary parking for Prune Alley at Orcas Island School during the summer months;  
135 attended Agricultural Summit.  
136

137 **Ms. Minney:** Attended Solid Waste Advisory Committee (SWAC) meeting; attended  
138 Agricultural Summit; delivered Meals on Wheels and appreciates the work going on in the  
139 program; will attend Charter Review Committee (CRC) meeting tomorrow; will participate on a  
140 field trip with Mr. Huntmer and Mr. Thomas to visit County marine facilities.  
141

142 **Mr. Stephens:** Delivered Meals on Wheels lunches; attended Salmon Recovery meeting;  
143 updated the Council on recent coroner-related and .09 funds legislation; presented to the  
144 Charter Review Committee.

145  
146 **Mr. Thomas:** Announced that the newly revised website has been released.

147  
148 **Ms. Gabriel:** Advisory Committee Appointments/ Reappointments:

149  
150 **MOVED by Ms. Minney, seconded by Ms. Wolf to appoint Paul Anderson to Solid Waste**  
151 **Advisory Committee (SWAC) Position #11, Agricultural Representative Position and**  
152 **Regina Zwilling to SWAC Position #8, Business At-Large Position. ALL AYES; MOTION**  
153 **CARRIED.**

154  
155 **01:25 PM EXECUTIVE SESSIONS**

156  
157 Chair Stephens announced that the Council would be holding an Executive Session to  
158 Evaluate the Performance of a Public Employee pursuant to RCW 42.30.110 (1)(g) and an  
159 Executive Session to discuss with legal counsel litigation or potential litigation pursuant to  
160 RCW 42.56.110(i)(iii) to last 45 minutes.

161  
162 Present (via videoconference): Council, Prosecuting Attorney Randall Gaylord, Deputy  
163 Prosecuting Attorney Amy Vira, Director Community Development Erika Shook, and County  
164 Manager Mike Thomas.

165  
166 The sessions ended at 02:07 PM for a total executive session time of 42 minutes. Chair  
167 Stephens called the meeting back into regular session and the Council took the following  
168 action:

169  
170 **MOVED by Ms. Wolf, seconded by Ms. Minney to approve the Hearing Examiner**  
171 **contract for a period of two years. ALL AYES; MOTION CARRIED.**

172  
173 **02:08 PM ADJOURNED**

174  
175 Chair Stephens adjourned the meeting.

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177 \*\*\*\*\*

178 **COUNTY COUNCIL**  
179 **SAN JUAN COUNTY, WASHINGTON**

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182 **These Minutes were approved and signed on April 6, 2021. The original document is retained in the**  
183 **Council's permanent proceedings file. Attest: Ingrid R. Gabriel, MMC Council Clerk.**

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