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2 **MEETING MINUTES**

3 **SAN JUAN COUNTY (SJC), WASHINGTON**  
4 **COUNTY COUNCIL**  
5 **TUESDAY, May 4, 2021**  
6

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

8  
9 **09:03 AM CALL TO ORDER & FLAG SALUTE**

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11 Council Chair Stephens called the meeting to order at 09:00 AM. Present: Council Members  
12 Jamie Stephens, Christine Minney and Cindy Wolf (all via videoconference); County Manager  
13 Mike Thomas (via videoconference), and Clerk to the Council Ingrid Gabriel (present in hearing  
14 room).  
15

16 **Approval of Agenda:** no revisions.  
17

18 **Approval of Minutes:**

19  
20 **MOVED by Ms. Minney, seconded by Ms. Wolf to approve the San Juan County Council**  
21 **Tuesday, April 20 and Monday, April 26, 2021 meeting minutes as written. ALL AYES;**  
22 **MOTION CARRIED.**  
23

24 **Approval of Consent Agenda:**

25  
26 **MOVED by Ms. Wolf, seconded by Ms. Minney to approve the Consent Agenda of**  
27 **Tuesday, May 4, 2021:**  
28

29 **The Auditor's office requests approval for the following warrants issued the week of**  
30 **April**  
31 **12, 2021:**

- 32 • Warrant #239550 Auditor claims in the amount of \$736.13
- 33 • Warrant #239681 DCD claims in the amount of \$12,589.51
- 34 • Warrant #239682-239692 Land Bank claims in the amount of \$5,198.89
- 35 • EFT #190414213 Parks claims in the amount of \$8,085.61
- 36 • Warrant #239695-239714 Facilities and Parks claims in the amount of \$9,704.91
- 37 • Warrant #239970-240092 County claims in the amount of \$341,897.25

38 **Plus Use Tax in the amount of \$71.74 for a total expenditure of \$341,968.99**  
39

40 **The Auditor's office requests approval for the following warrants issued the week of April**  
41 **19, 2021:**

- 42 • Warrant #240143-240156 Facilities & Parks claims in the amount of \$20,095.65
- 43 • Warrant #240159-240160 Land Bank & Noxious Weed Board Credit Card claims in the  
44 amount of \$4,453.36  
45 Plus Use Tax in the amount of \$94.37 for a total expenditure of \$4,547.73
- 46 • Warrant #240220-240281 County claims in the amount of \$294,447.04  
47  
48  
49  
50

51 The Auditor's office requests approval of payroll expenditures and associated benefit  
52 expenditures for the pay period ending 04/23/2021.

53  
54 PAYROLL GROSS: \$1,581,245.71  
55 EMPLOYER BENEFITS: \$ 602,431.07  
56

57 **ALL AYES; MOTION CARRIED**

58  
59 **Approval of Correspondence:** Letter of Support re: Skagit County's application for  
60 Community Development Block Grant (CDBG) funding from Department of Commerce.

61  
62 **MOVED by Ms. Minney, seconded by Ms. Wolf to approve the Letter of Support**  
63 **regarding Skagit County application for Community Development Block Grant funding**  
64 **from the Department of Commerce. ALL AYES; MOTION CARRIED.**

65  
66 **Public Comments (via videoconference):** none

67  
68 **PUBLIC HEARING(S): Public Testimony Accepted**

69  
70 **09:15 AM** To Approve a Community Development Block Grant Application and Resolution  
71 Authorizing Submittal of a Community Development Block Grant General  
72 Purpose Application and Signature of Certificate of Compliance for the  
73 Eastsound Sewer and Water District – Denice Kulseth, Administrative Analyst;  
74 Greg Ayers, Director Eastsound Sewer Water District (ESWD)

75  
76 **Present:** Full Council, County Manager Mike Thomas, Clerk to the Council Ingrid Gabriel

77  
78 Chair Stephens opened the public hearing to approve the Resolution and Application. Ms.  
79 Kulseth and Dr. Ayers presented the Application and Resolution and answered Council's  
80 questions. Also in attendance to answer questions (via videoconference): Susan Kimple  
81 (District Manager, Eastsound Sewer & Water District); Jeff Christner P.E. (Senior Project  
82 Engineer, Wilson Engineering, LLC); Samantha Rodriguez P.E. (Project Engineer, Wilson  
83 Engineering, LLC).

84  
85 Chair Stephens opened public testimony. The following individual offered testimony: none.

86  
87 Chair Stephens closed public testimony with the right to reopen. After discussion, the Council  
88 took the following action:

89  
90 **MOVED by Ms. Wolf, seconded by Ms. Minney to apply for a Community Development**  
91 **Block Grant on behalf of Eastsound Sewer and Water District in order to expand the**  
92 **treatment capacity of the plant. ALL AYES; MOTION CARRIED.**

93  
94 **MOVED by Ms. Wolf, seconded by Ms. Minney to approve the Resolution authorizing**  
95 **County Manager Mike Thomas to carry out the documents in relation to the Community**  
96 **Development Block Grant for Eastsound Sewer and Water District. ALL AYES; MOTION**  
97 **CARRIED.**

98

99

100 **09:50 AM** To Adopt a 2021 Budget Amendment – Milene Henley, Auditor; Lincoln Borman,  
101 Director Land Bank

102

103 **Present:** Full Council, County Manager Mike Thomas, Clerk to the Council Ingrid Gabriel

104

105 Chair Stephens opened the public hearing to adopt the Amendment. Ms. Henley presented  
106 the Ordinance and answered Council’s questions.

107

108 Chair Stephens opened public testimony. The following individual offered testimony: none.

109

110 Chair Stephens closed public testimony with the right to reopen. After discussion, the Council  
111 took the following action:

112

113 **MOVED by Ms. Minney seconded by Ms. Wolf to adopt an Ordinance Revising the San**  
114 **Juan County 2021 Budget for Beginning Cash Balances, Amending Ordinances 19-2019**  
115 **and 20-2020. ALL AYES; MOTION CARRIED.**

116

117 **MOVED by Ms. Wolf, seconded by Ms. Minney to adopt an Ordinance amending the**  
118 **2021 San Juan County Budget for changes that have occurred in relation to**  
119 **unanticipated obligations in the Conservation Area, Land Bank Stewardship and**  
120 **Management, Parks & Fair, County Road, Public Facilities Improvement, and Capital**  
121 **Improvement Funds, thereby Revising the San Juan County 2021 Budget for Emergency**  
122 **Appropriations, Amending Ordinances 19-2019, 20-2020, and the Ordinance previously**  
123 **adopted (Cash Balances Ordinance) in this meeting. ALL AYES; MOTION CARRIED.**

124

125 **MOVED by Ms. Minney, seconded by Ms. Wolf to adopt an Ordinance Revising the San**  
126 **Juan County 2020 Budget for Supplemental Appropriations, Amending Ordinances 19-**  
127 **2019, 20-2020, and today’s two previously adopted ordinances (Cash Balances**  
128 **Ordinance and Emergency Appropriations Ordinance). ALL AYES; MOTION CARRIED.**

129

130 **09:50 AM DISCUSSION:** COVID-19 (Coronavirus) Update - Mark Tompkins, Director  
131 Health & Community Services; Kyle Dodd, Deputy Director Health & Community  
132 Services and Environmental Health Manager

133

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

135

- 136 • COVID19 cases in the State and locally,
- 137 • County Phase and Risk Assessment;
- 138 • Healthcare system readiness;
- 139 • Coronavirus testing;
- 140 • Vaccinations

141

142 **10:20 AM DISCUSSION:** Community Development Permit Update – Erika Shook,  
143 Director Community Development

144

145 Ms. Shook presented the Update and answered Council’s questions.

146

147 **11:00 AM EXECUTIVE SESSION**

148  
149 Chair Stephens announced that the Council would be holding an Executive Session to discuss  
150 with legal counsel litigation or potential litigation pursuant to RCW 42.30.110(1)(i) estimated to  
151 last approximately 60 minutes in total followed by the noon recess.

152  
153 **Present (via videoconference):** Council, Deputy Prosecuting Attorney Amy Vira, Community  
154 Development Director Erika Shook, Human Resource Manager James Wolf, Prosecuting  
155 Attorney Randall Gaylord and County Manager Mike Thomas.

156  
157 The session ended at 12:07 PM for a total executive session time of 67 minutes.

158  
159 **No action taken.**

160  
161 **12:07 PM RECESS**

162  
163 **01:00 PM DISCUSSION:** Financial Review – Milene Henley, Auditor

164  
165 Ms. Henley presented the Review and answered Council’s questions.

166  
167 **01:45 PM DISCUSSION/ACTION:** Approve a Resolution to Acquire and Accept a Timber  
168 Deed and Statutory Warranty Deed for the Cady Mountain Development Property  
169 on San Juan Island - Lincoln Bormann, Director Land Bank

170  
171 Mr. Borman presented the Update and answered Council’s questions. After discussion, the  
172 Council took the following action:

173  
174 **MOVED by Ms. Minney, seconded by Ms. Wolf to approve a Resolution to Acquire and**  
175 **Accept a Timber Deed and Statutory Warranty Deed for the Cady Mountain Development**  
176 **Property on San Juan Island. ALL AYES; MOTION CARRIED.**

177  
178 **02:00 PM COUNCIL MEMBER & COUNTY MANAGER UPDATES:**

179  
180 **Ms. Wolf:** Reported on upcoming Totem Pole Journey – Council agreed to accept invitation to  
181 participate; attended Economic Development Council Luncheon.

182  
183 **Ms. Minney:** Reported recent meetings of the Community Collaboration Committee (CCC)  
184 and Agricultural Resources Committee; will attend the Canvass Board review meeting for the  
185 Special Election.

186  
187 **Mr. Stephens:** Will attend the Washington State Association of Counties Board Committee  
188 meeting late in the week; Chairing the Ecosystem Coordinating Board meeting for the Puget  
189 Sound Partnership; participating in a Representative Larsen Town Hall regarding a recovery  
190 plan.

191  
192 **Ms. Gabriel:** Advisory Committee Appointments & Reappointments

193

194 **MOVED by Ms. Minney, seconded by Ms. Wolf to reappoint Steve Snowden to the Board**  
195 **of Equalization for a second term. ALL AYES; MOTION CARRIED.**

196  
197 **MOVED by Ms. Wolf, seconded by Ms. Minney to appoint George Zweibel to Housing**  
198 **Advisory Committee Orcas Position #2. ALL AYES; MOTION CARRIED.**

199  
200 **02:20 PM ADJOURNED**

201  
202 Mr. Stephens adjourned the meeting.

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205 \*\*\*\*\*  
206 **COUNTY COUNCIL**  
207 **SAN JUAN COUNTY, WASHINGTON**

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209  
210 **These Minutes were approved and signed on May 18, 2021. The original document is retained in the**  
211 **Council’s permanent proceedings file. Attest: Ingrid R. Gabriel, MMC Council Clerk.**

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