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2 **MEETING MINUTES**

3 **SAN JUAN COUNTY (SJC), WASHINGTON**  
4 **COUNTY COUNCIL**  
5 **TUESDAY, JUNE 8, 2021**  
6

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

8

9 **09:00 AM CALL TO ORDER & FLAG SALUTE**

10

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) and Clerk to the  
13 Council Ingrid Gabriel (present in hearing room). County Manager Mike Thomas excused.  
14

15 **Approval of Agenda:** Ms. Wolf reported that today is World Oceans Day.

16

17 **Approval of Minutes:**

18

19 **MOVED by Ms. Minney, seconded by Ms. Wolf to approve the San Juan County Council**  
20 **Tuesday, May 25, 2021 meeting minutes as written. ALL AYES; MOTION CARRIED.**  
21

22 **Approval of Consent Agenda:**

23

24 **MOVED by Ms. Minney seconded by Ms. to approve the Consent Agenda of Tuesday,**  
25 **June 8, 2021:**

26

27 **Financial Items:**

28

29 The Auditor's office requests approval for the following warrants issued the week of May 10,  
30 2021:

- 31
- 32 • Warrant #240788-240808 Facilities & Parks claims in the amount of \$72,457.63
  - 33 • Warrant #240881 DCD claims in the amount of \$8,663.08
  - 34 • EFT #190514211 Land Bank claims in the amount of \$1,704,533.77
  - 35 • Warrant #240883-240991 County claims in the amount of \$196,142.20
- 36 Plus Use Tax in the amount of \$258.37 for a total expenditure of \$196,400.57

37 The Auditor's office requests approval for the following warrants issued the week of May 17,  
38 2021:

- 39
- 40 • Warrant #241000 Veteran Assistance claims in the amount of \$300.00
  - 41 • EFT #190520213 IT claims in the amount of \$220.00
  - 42 • EFT #190520214 IT claims in the amount of \$1,966.25
  - 43 • Warrant #241059-241149 County claims in the amount of \$303,307.02
- 44 Plus Use Tax in the amount of \$73.65 for a total expenditure of \$303,380.67

45 The Auditor's office requests approval for the following warrants issued the week of May 24,  
46 2021:

- 47
- 48 • EFT #190524215 Parks claims in the amount of \$7,936.87
  - 49 • Warrant #241216-241229 Facilities & Parks claims in the amount of \$15,640.94
  - Warrant #241267-241331 County claims in the amount of \$351,622.10

50 Plus Use Tax in the amount of \$929.30 for a total expenditure of \$352,551.40

51  
52 The Auditor's office requests approval of payroll expenditures and associated benefit  
53 expenditures for the pay period ending 05/21/2021.

54  
55 PAYROLL GROSS: \$ 1,511,808.93  
56 EMPLOYER BENEFITS: \$ 588,657.12

57  
58 Auditor requests Interfund transfers issued the month of April 2021.

59  
60 **ALL AYES; MOTION CARRIED**

61  
62 **Approval of Correspondence:**

63  
64 **MOVED by Ms. Minney seconded by Ms. Wolf Letter to approve a letter to the Skagit**  
65 **County Commisioners Home Consortium. ALL AYES; MOTION CARRIED**

66  
67 **MOVED by Ms. Minney seconded by Ms. Wolf to approve a letter of thanks to the**  
68 **Federal Emergency Management Agency for COVID Vaccination Support in Washington**  
69 **State and approve a letter of thanks to the Washington National Guard for COVID**  
70 **vaccine distribution support in the San Juan Islands. ALL AYES; MOTION CARRIED**

71  
72 **Public Comments (via videoconference):** none

73  
74 **08:17 AM DISCUSSION:** COVID-19 (Coronavirus) Update Kyle Dodd, Manager  
75 Environmental Health

76  
77 Mr. Dodd reported on the status of the following:

- 78  
79
  - 80 • COVID19 cases in the State and locally,
  - 81 • County Phase and Risk Assessment;
  - 82 • Healthcare system readiness;
  - 83 • Vaccine availability and vaccination rates
  - 84 • Reopening and clinic/personnel reduction
  - 85 • Planned reduced case response

86 Council members expressed their deep appreciation for all County employees involved in  
87 the tremendous efforts and success in protecting public health during the COVID19 pandemic.

88  
89 **08:40 AM DISCUSSION/ACTION:** An Ordinance of the County Council of San Juan County  
90 Adopting Amendments to the Personnel Policy Manual; Schedule a  
91 Public Hearing for Tuesday, June 29, 2021 at 9:15 AM (1<sup>st</sup> touch) – James  
92 Wolf, Human Resource Manager

93  
94 Mr. Wolf presented the draft Ordinance and answered Council's questions. After discussion,  
95 the Council took the following action:

96  
97 **MOVED by Ms. Minney seconded by Ms. Wolf to Schedule a Public Hearing to adopt An**  
98 **Ordinance of the County Council of San Juan County Adopting Amendments to the**

99

100 **Personnel Policy Manual for Tuesday, June 29, 2021 at 9:15 AM. ALL AYES; MOTION**  
101 **CARRIED.**

102  
103 **08:40 AM DISCUSSION/ACTION:** Resolution to Dispose of Surplus County Personal  
104 Property by Public Auction; (1st touch)– Van Every, ER&R Manager  
105

106 Mr. Van Every presented the draft Resolution and answered Council’s questions. After  
107 discussion, the Council took the following action:  
108

109 **MOVED by Ms. Minney, seconded by Ms. Wolf to Schedule a Public Hearing for**  
110 **Tuesday, June 29 at 09:15 AM to discuss a Resolution to Dispose of Surplus County**  
111 **Personal Property by Public Auction. ALL AYES; MOTION CARRIED.**

112  
113 **08:50 AM DISCUSSION/ACTION:** 2021 Budget Amendment Ordinance [Schedule  
114 public hearing on Tuesday, June 29 at 9:15 AM] (1<sup>st</sup> touch) – Tara Anderson,  
115 Senior Budget Analyst  
116

117 Ms. Anderson presented the draft Ordinance and answered Council’s questions. After  
118 discussion the Council took the following action:  
119

120 **MOVED by Ms. Minney, seconded by Ms. Wolf to schedule a Public Hearing for**  
121 **Tuesday, June 29 at 09:15 AM to discuss a 2021 Budget Amendment Ordinance. ALL**  
122 **AYES; MOTION CARRIED.**

123  
124 **10:30 AM DISCUSSION:** San Juan Islands Community Network Panel – Jamie Stephens,  
125 Council Chair  
126

127 Mr. Stephens led the discussion regarding Council member participation on the Panel.  
128 Participation ensures that County objectives regarding vacation rentals are included in the  
129 Panel discussion.  
130

131 **10:40 AM DISCUSSION/ACTION:** Charter Review Committee Timeline for Ballot Measures  
132 – Council  
133

134 Council determined that the required public hearing will be scheduled for Tuesday, July 13.  
135 This will necessitate scheduling the public hearing on June 15.  
136

137 **02:30 PM COUNCIL MEMBER & COUNTY MANAGER UPDATES:**  
138

139 **Ms. Wolf:** Visited Deer Harbor and reported on the status of parking; reported that Orcas  
140 Island students are working towards reducing/eliminating single-use plastics in the islands’  
141 food service industry.  
142

143 **Ms. Minney:** Met with Bureau of Land Management district manager to discuss impacts of  
144 tourism on preservation lands; reported on recently attended Washington State Ferries  
145 meeting and a Ferry Advisory Committee meeting; attended a Solid Waste Committee meeting  
146 where single-use plastics were also discussed.  
147

148 **Mr. Stephens:** Met with Bureau of Land Management district manager on Lopez Island to  
149 discuss various issues; attended a Salmon Recovery meeting.

150  
151 **Ms. Gabriel:** Advisory Committee Appointments/Reappointments

152  
153 **MOVED by Mr. Stephens, seconded by Ms. Minney to reappoint Karin Roemers-Kleven**  
154 **Position #14 At Large, Carl Davis Position #5 At Large and Ivan Reiff Position #15 At**  
155 **Large to the Marine Resources Committee. ALL AYES; MOTION CARRIED.**

156  
157 **11:05 AM EXECUTIVE SESSION:** To discuss with legal counsel litigation or potential  
158 litigation pursuant to RCW 42.30.110(1)(i)

159  
160 Council Chair Stephens announced that the Council would be holding an executive session to  
161 discuss current and pending litigation pursuant to RCW 42.30.110(1)(i) estimated to last 60  
162 minutes.

163  
164 **Present:** Council, Deputy Prosecuting Attorney Amy Vira, Human Resource Manager James  
165 Wolf and Deputy County Manager Mark Tompkins.

166  
167 The session ended at 12:18 for a total executive session time of 1 hour and 13 minutes.

168  
169 Chair Stephens adjourned the executive session and reconvened the regular meeting.

170  
171 The Council took the following action:

172  
173 **MOVED by Ms. Minney, seconded by Ms. Wolf to send a letter to the Charter Review**  
174 **Committee to establish the necessary timeline to review amendment proposals. ALL**  
175 **AYES; MOTION CARRIED.**

176  
177 **12:20 PM ADJOURN**

178  
179 Chair Stephens adjourned the meeting.

180  
181 \*\*\*\*\*  
182 **COUNTY COUNCIL**  
183 **SAN JUAN COUNTY, WASHINGTON**

184  
185 **These Minutes were approved and signed on June 15, 2021. The original document is retained in the**  
186 **Council's permanent proceedings file. Attest: Ingrid R. Gabriel, MMC Council Clerk.**

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