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MEETING MINUTES
SAN JUAN COUNTY (SJC), WASHINGTON
COUNTY COUNCIL
TUESDAY, JUNE 29, 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: no revisions.

Approval of Minutes:

MOVED by Ms. Minney, seconded by Ms. Wolf to approve the San Juan County Council Tuesday, June 15, 2021 meeting minutes as written. ALL AYES; MOTION CARRIED.

Approval of Consent Agenda:

MOVED by Ms. Minney, seconded by Ms. Wolf to approve the Consent Agenda for Tuesday, June 29, 2021 amending it to exclude the publishing contract with Sound Publishing to be revisited later. ALL AYES; MOTION CARRIED.

Financial Items:

The Auditor's office requests approval for the following warrants issued the week of May 31, 2021:

- EFT #190601211 IT claims in the amount of \$1,966.25
- Warrant #241463 Health claims in the amount of \$10,299.96
- EFT #190602212 Health claims in the amount of \$365.00
- Warrant #241473-241521 County claims in the amount of \$157,024.93
- Warrant #241522-241530 Facilities & Parks claims in the amount of \$23,313.65

The Auditor's office requests approval for the following warrants issued the week of June 7, 2021:

- Warrant #241547-241560 Facilities & Parks claims in the amount of \$22,913.14
- Warrant #241721-241722 Person Impacted by Crime claims in the amount of \$400.00
- Warrant #241723 Person Impacted by Crime claims in the amount of \$1,500.00
- EFT #190614211 IT claims in the amount of \$220.00
- Warrant #241724-241832 County claims in the amount of \$175,012.35
Plus Use Tax in the amount of \$6.72 for a total expenditure of \$175,019.07

The Auditor's office requests approval for the following warrants issued the week of June 14, 2021:

- 51 • Warrant #241871 Elections claims in the amount of \$560.00
- 52 • Warrant #241872-241894 Facilities & Parks claims in the amount of \$15,790.83
- 53 • Warrant #242043-242133 County claims in the amount of \$244,121.79
- 54 Plus Use Tax in the amount of \$113.84 for a total expenditure of \$244,235.63

55
56 **Miscellaneous Item:** Publishing Contract with Sound Publishing for July 1, 2021 – June 30,
57 2022 newspaper-of-record publication services.

58
59 **ALL AYES; MOTION CARRIED**

60
61 **Recognition:** Ms. Minney read a proclamation recognizing the month of July as Plastic-free in
62 San Juan County.

63
64 **Public Comments (via videoconference):** Toby Cooper, Linda Bannerman, Vicky Limbach,
65 Jan Scilopotti, Greg Oaksen, and Tony Gazelle provided comments to the Council.

66
67 **09:30 AM DISCUSSION:** Vacation Rental Moratorium Extension and Proposed Work
68 Program Briefing [Schedule Public Hearing Monday, July 12 if required] –
69 Erika Shook, Director Community

70
71 Ms. Shook presented the Briefing and answered Council’s questions. After discussion,
72 Council took the following action:

73
74 **MOVED by Ms. Minney, seconded by Ms. Wolf to schedule a schedule a public hearing**
75 **on Monday, July 12 at 9:15 to discuss a Vacation Rental Moratorium Extension and**
76 **Proposed Work Plan. ALL AYES; MOTION CARRIED**

77
78 **10:10 AM DISCUSSION/ACTION:** Consider Division/ Department Status and Staffing
79 Additions to Environmental Resources – Kendra Smith, Environmental
80 Resources Manager

81
82 Ms. Smith presented the Status and Staffing of the Environmental Resources Department and
83 answered Council’s questions. After discussion, the Council too the following actions.

84
85 **MOVED by Ms. Wolf, seconded by Ms. Minney to elevate the Environmental Resources**
86 **Manager Division to an independent department and to appoint Kendra Smith as its**
87 **director. ALL AYES; MOTION CARRIED.**

88
89 **MOVED by Ms. Wolf, seconded by Ms. Minney that we direct the Environmental**
90 **Resources Division to hire an environmental inspector, replacing an existing but**
91 **recently vacated position; direct the Environmental Resources Division to hire a climate**
92 **and sustainability coordinator in line with the proposal made by staff; and direct the**
93 **Department of Community Development to hire an Environmental Planner to replace**
94 **former long-range manager position. ALL AYES; MOTION CARRIED.**

95
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99 **MOVED by Ms. Wolf, seconded by Ms. Minney to establish a new Climate and**
100 **Sustainability Advisory Committee to ensure coordination and communication of**
101 **actions across departments and sectors to feed into existing County Advisory**
102 **Committees. Membership will be determined as the needs are studied. ALL AYES;**
103 **MOTION CARRIED.**

104
105 **PUBLIC HEARING(S):**

106
107 **10:55 AM** To Approve Resolution to Dispose of Surplus County Personal Property by
108 Public Auction – Van Every, ER&R Manager

109
110 **Present:** Council Members Jamie Stephens, Christine Minney and Cindy Wolf (all via
111 videoconference); County Manager Mike Thomas (via videoconference), and Clerk to the
112 Council Ingrid Gabriel (present in hearing room).

113
114 Chair Stephens opened the public hearing to approve the Resolution. Mr. Every presented the
115 Resolution and answered Council's questions.

116
117 Chair Stephens opened public testimony. The following individuals offered testimony: none.

118
119 Chair Stephens closed public testimony with the right to reopen. After discussion, the Council
120 took the following action:

121
122 **MOVED by Ms. Minney, seconded by Ms. Wolf to approve a Resolution to Dispose of**
123 **Surplus County Personal Property by Public Auction. ALL AYES; MOTION CARRIED.**

124
125 **11:00 AM** To Consider an Ordinance of the County Council of San Juan County Adopting
126 Amendments to the Personnel Policy Manual – James Wolf, Human Resource
127 Manager

128
129 **Present:** Council Members Jamie Stephens, Christine Minney and Cindy Wolf (all via
130 videoconference); County Manager Mike Thomas (via videoconference), and Clerk to the
131 Council Ingrid Gabriel (present in hearing room).

132
133 Chair Stephens opened the public hearing to adopt the Ordinance. Mr. Wolf presented the
134 Ordinance and answered Council's questions.

135
136 Chair Stephens opened public testimony. The following individual offered testimony: none.

137
138 Chair Stephens closed public testimony with the right to reopen. After discussion, the Council
139 took the following action:

140
141 **MOVED by Ms. Minney, seconded by Ms. Wolf to adopt an Ordinance of the County**
142 **Council of San Juan County Adopting Amendments to the Personnel Policy Manual.**
143 **ALL AYES; MOTION CARRIED.**

144
145

146 **11:02 AM RECESS COUNCIL MEETING & CONVENE GOVERNING BOARD OF THE**
147 **LOPEZ SOLID WASTE DISPOSAL DISTRICT**

148
149 **DISCUSSION/ACTION:** To discuss Lopez Solid Waste Disposal District San Juan County,
150 Washington Managing Board Resolution #2021-1 Increasing Garbage Rates; Schedule a
151 Public Hearing for Tuesday, July 20 at 9:15 – Larry Bailey, LSWDD Managing Board Chair
152

153 Mr. Bailey presented the Resolution and answered Council’s questions. After discussion, the
154 Governing Board took the following action:

155
156 **MOVED by Ms. Minney, seconded by Ms. Wolf to Schedule a Public Hearing for**
157 **Tuesday, July 20 at 9:15 to discuss a Lopez Solid Waste Disposal District San Juan**
158 **County, Washington Managing Board Resolution #2021-1 Increasing Garbage Rates.**
159 **ALL AYES; MOTION CARRIED.**

160
161 **11:10 AM DISCUSSION/ACTION:** To discuss the Lopez Solid Waste Disposal District San
162 Juan County, Washington Managing Board Resolution #2021 - 2 Adopting the
163 2022 Excess Levy; Schedule a Public Hearing for Tuesday, July 20 at 9:15 –
164 Larry Bailey, LSWDD Managing Board Chair
165

166 Mr. Bailey presented the Resolution and answered Council’s questions. After discussion, the
167 Governing Board took the following action:

168
169 **MOVED by Ms. Minney, seconded by Ms. Wolf to Schedule a Public Hearing for**
170 **Tuesday, July 20 at 9:15 for public comment to discuss the Lopez Solid Waste Disposal**
171 **District Managing Board Resolution #2021 - 2 Adopting the 2022 Excess Levy. ALL**
172 **AYES; MOTION CARRIED.**

173
174 **10:15 AM DISCUSSION:** 2021 Budget Amendment (2nd touch) – Milene Henley, County
175 Auditor
176

177 Ms. Henley presented the Ordinance and answered Council’s questions. The public hearing is
178 scheduled for Tuesday, July 13 at 9:15 AM.
179

180 **11:35 AM EXECUTIVE & CLOSED SESSIONS:**

181
182 Council Chair Stephens announced that the Council would be holding an executive session to
183 Evaluate the Performance of a Public Employee pursuant to RCW 42.30.110 (1)(g) and a
184 closed session to discuss matters pertaining to collective bargaining pursuant to RCW
185 42.30.140(4)(b) estimated to last 30 minutes in total.
186

187 Present during Sessions: Council, County Manager Mike Thomas, and Human Resource
188 Director James Wolf.
189

190 The session ended at noon for a total executive session time of 25 minutes.
191

192 **No Action was taken.**
193

194 Chair Stephens adjourned the executive session, reconvened the regular meeting and
195 recessed.

196
197 **12:00 PM RECESS**

198
199 Ms. Wolf was excused and absent from the remainder of the meeting.

200
201 **01:00 AM DISCUSSION/ACTION:** Approve Resolution Authorizing the SJC Manager to
202 Act as the Authorized Representative and Agent on Behalf of San Juan County
203 with Respect to Grant Funding Assistance Managed through the Recreation and
204 Conservation Office (RCO) for Project No. 21-1229P, San Juan LE BN 21-23 –
205 Salmon Recovery Grant for 2021-2023 – Mike Thomas, County Manager

206
207 Mr. Thomas and Environmental Resources Director Kendra Smith presented the draft
208 Ordinance and answered Council's questions. After discussion, the Council took the following
209 action:

210
211 **MOVED by Ms. Minney, seconded by Mr. Stephens to approve a Resolution Authorizing**
212 **the SJC Manager to Act as the Authorized Representative and Agent on Behalf of San**
213 **Juan County with Respect to Grant Funding Assistance Managed through the**
214 **Recreation and Conservation Office (RCO) for Project No. 21-1229P, San Juan LE BN 21-**
215 **23 –Salmon Recovery Grant for 2021-2023. VOTE: 2-0-1 (Wolf excused); MOTION**
216 **CARRIED.**

217
218 **01:05 PM DISCUSSION:** Housing Advisory Committee Recommendations re: 1/10 of 1%
219 Sales and Use Tax for Affordable Housing and Orcas Coalition to End
220 Homelessness (1st touch) – Mark Tompkins, Director Health & Community
221 Services; Ryan Page, Housing Program Coordinator

222
223 Mr. Page presented the Recommendations and answered Council's questions.

224
225 **02:00 PM DISCUSSION:** Orcas Power & Light Cooperative Grant Application through the
226 Department of Commerce – Mike Thomas, County Manager

227
228 Mr. Thomas presented the Application and answered Council's questions. Council concurred
229 with pursuing the grant.

230
231 **02:10 PM ACTION:** Approve The 2021-2022 Publication Contract with Sound Publishing –
232 Council

233
234 The Council took the following action:

235
236 **MOVED by Ms. Minney, seconded by Mr. Stephens to Approve The 2021-2022**
237 **Publication Contract with Sound Publishing. VOTE: 2-0-1 (Wolf excused); MOTION**
238 **CARRIED.**

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02:30 PM COUNCIL MEMBER & COUNTY MANAGER UPDATES:

Ms. Minney: Discussed aspects and resources available for Plastic-Free July; attended the Moran State Park Mt. Constitution dedication of interpretive center and the new County Beaverton Valley shop ground-breaking event; attended a Collaboration Committee meeting.

Mr. Stephens: Visited the Stevens County Courthouse in Colville and Pend Oreille County Courthouse in Newport; attended a Washington State Association of Counties meeting; participating in a Department of Ecology oil spill task force program meeting; attending a Lead Integrating Organization Implementation meeting on Thursday, and Lopez Chamber meeting on Friday.

Mr. Thomas: Commented on expanding social media related to Environmental projects; attending capital committee meeting on Thursday.

Ms. Gabriel (Clerk): Advisory Committee Appointments/ Reappointments:

MOVED by Ms. Minney, seconded by Mr. Stephens to appoint Lynn Bayrych (Lopez-Shaw Position 9), Ann Jarrell (San Juan Position 10), David Duggins (San Juan Position 11) and Bob Eagan (Orcas Position 12) to the Clean Water Committee. VOTE: 2-0-1 (Wolf excused); MOTION CARRIED.

02:23 PM ADJOURN

Chair Stephens adjourned the meeting.

**COUNTY COUNCIL
SAN JUAN COUNTY, WASHINGTON**

These Minutes were approved and signed on July 13, 2021. The original document is retained in the Council's permanent proceedings file. Attest: Ingrid R. Gabriel, MMC Council Clerk.