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MEETING MINUTES
SAN JUAN COUNTY (SJC), WASHINGTON
COUNTY COUNCIL
TUESDAY, NOVEMBER 2, 2021

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

09:10 AM CALL TO ORDER & FLAG SALUTE

Council Chair Stephens called the meeting to order at 09:10 AM. Present: Council Members Jamie Stephens, Christine Minney and Cindy Wolf; County Manager Mike, and Clerk to the Council Ingrid Gabriel.

Approval of Agenda: Chair Stephens added a Closed Session and an Executive Session to the agenda.

Approval of Minutes:

MOVED by Ms. Wolf, seconded by Ms. Minney to approve the San Juan County Council Tuesday, October 25 and 26, 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, November 2, 2021:

Financial Items:

The Auditor's office requests approval for the following warrants issued the week of **October 18, 2021:**

- EFT #191020214 Treasurer claims in the amount of \$1,000.00
- EFT #191020215 IT claims in the amount of \$1,966.25
- Warrant #246177-246188 Facilities and Parks claims in the amount of \$11,424.08
- Warrant #246189 Environmental Stewardship claims in the amount of \$3,275.00
- EFT #191025211 ER&R claims in the amount of \$91.03
- EFT #191025212 Parks claims in the amount of \$4,071.77
- EFT #191025215 Health claims in the amount of \$1,095.00
- Warrant #246199-246305 County claims in the amount of \$228,506.14
Plus Use Tax in the amount of \$10.51 for a total expenditure of \$228,516.65

The Auditor's office requests approval for the interfund transfers issued the month of **September 2021.**

The Auditor's office requests approval of payroll expenditures and associated benefit expenditures for the pay period ending **10/22/2021.**

PAYROLL GROSS: \$1,530,234.00
EMPLOYER BENEFITS: \$ 556,408.25

51 **ALL AYES; MOTION CARRIED**
52

53 **Public Comments (via videoconference):** Vicki Limbeck, Linda Bannerman and Jan
54 Schilopoti provided comments to the Council.
55

56 **09:30 AM PUBLIC HEARING(S):**
57

58 1. To Approve April's Grove and Orcas Montessori School Community Development Block
59 Grant Project Close-outs - Ryan Page, Housing Program Coordinator; Mark Tompkins,
60 Director Health & Community Services
61

62 **Present:** Full Council, County Manager Mike Thomas, Clerk to the Council Ingrid Gabriel
63

64 Chair Stephens opened the public hearing to consider the Grant Close-outs. Mr. Page
65 presented the topic and answered Council's questions.
66

67 Chair Stephens opened public testimony. The following individual offered testimony: Lisa
68 Byers.
69

70 Chair Stephens closed public testimony with the right to reopen. No action required.
71

72 2. To Adopt Ordinances Cancelling Prior Years Unclaimed Accounts Payable and Payroll
73 Warrants – Michelle Novak, Payroll Deputy
74

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

77 Chair Stephens opened the public hearing to adopt the Ordinances. Ms. Novak presented the
78 Ordinances and answered Council's questions.
79

80 Chair Stephens opened public testimony. The following individuals offered testimony: none
81

82 Chair Stephens closed public testimony with the right to reopen. After discussion, the Council
83 took the following action:
84

85 **MOVED by Ms. Wolf, seconded by Ms. Minney to adopt Ordinances Cancelling Prior**
86 **Years Unclaimed Accounts Payable and Payroll Warrants. ALL AYES; MOTION**
87 **CARRIED.**
88

89 **10:50 AM DISCUSSION:** COVID-19 (Coronavirus) Update – Mark Tompkins, Director
90 Health & Community Service

91 Mr. Tompkins provided an update on the following:

- 92
- 93 • Anticipated pediatric Pfizer vaccine authorization for 5 – 11 years old;
 - 94 • Scheduled vaccination clinics on the islands for flu, COVID-19 booster and COVID-19
95 pediatric shots;
 - 96 • 3000+ appointments will be available to provide Moderna vaccine boosters to eligible
individuals.

- 97 • Status of state and local COVID-19 case counts and hospitalizations.

98 **10:00 AM DISCUSSION/ACTION:** To Discuss a Resolution Approving the 2022 Capital
99 Improvement Plan and the 2022-2027 Six-Year Capital Improvement Plan;
100 Schedule public hearing for Tuesday, November 30 at 9:15 (1st touch) – Natasha
101 Warmenhoven, Chief Deputy Auditor
102

103 Ms. Warmenhoven presented the Resolution and answered Council’s questions. After
104 discussion, the Council took the following action:
105

106 **MOVED by Ms. Wolf, seconded by Ms. Minney to schedule a public hearing to approve a**
107 **Resolution Approving the 2022 Capital Improvement Plan and the 2022-2027 Six-Year**
108 **Capital Improvement Plan for Tuesday, November 30 at 9:15. ALL AYES; MOTION**
109 **CARRIED.**
110

111 **10:30 AM DISCUSSION/ACTION:** An Ordinance of San Juan County, Washington Setting
112 the Property Tax Levy for County Roads, Current Expense and Land
113 Conservation Futures for 2022; Schedule public hearing for Tuesday, November
114 30 at 9:15 (1st touch) – Mike Thomas, County Manager
115

116 Mr. Thomas presented the Levies and answered Council’s questions. After discussion, the
117 Council took the following action:
118

119 **MOVED by Ms. Wolf, seconded by Ms. Minney to schedule a public hearing to adopt an**
120 **Ordinance of San Juan County, Washington Setting the Property Tax Levies for Land**
121 **Conservation Futures, County Roads and Current Expense for 2022 for Tuesday,**
122 **November 30 at 9:15. ALL AYES; MOTION CARRIED.**
123

124 **10:50 AM DISCUSSION:** To Consider a Proposed Ordinance of San Juan County,
125 Washington, Setting the San Juan County Budget for Years 2022-2023 [public
126 hearing scheduled for November 9] (2nd touch) – Milene Henley, Auditor
127

128 Council and Ms. Henley discussed the Budget.
129

130 **10:55 AM COUNCIL MEMBER & COUNTY MANAGER UPDATES:**
131

132 **Ms. Minney:** Attended Council Chair training workshop.
133

134 **Ms. Wolf:** Attended Opportunity Council Meeting and a Comprehensive Plan informational
135 pop-up.
136

137 **Mr. Stephens:** Reported that the Public Facilities Financing Assistance Program (PFFAP)
138 Review Team is meeting on November 5 to hear applicants’ presentations and evaluate
139 funding recommendations for Council approval.
140

141 **Mr. Thomas:** Reported on American Recovery Plan Act (ARPA) contract status with
142 Administrative Analyst Denise Kulseth.
143

144 **Ms. Gabriel:** Committee Appointments/ Reappointments:

145 **MOVED by Ms. Minney, seconded by Ms. Wolf to appoint Henning Sehmsdorf and Lori**
146 **Ann David to the Agricultural Resources Committee (ARC). ALL AYES; MOTION**
147 **CARRIED.**

148

149 **11:15 AM CLOSED SESSION/EXECUTIVE SESSION**

150

151 Council Chair Stephens announced that the Council would be holding a Closed Session to
152 discuss matters pertaining to collective bargaining pursuant to RCW 42.30.140(4)(b) and an
153 Executive Session to evaluate the qualifications of an applicant for public employment or to
154 review the performance of a public employee pursuant to RCW 42.30.110 (1)(g) estimated to
155 last 45 minutes in total and followed by adjournment.

156

157 Present: Council, Human Resource Manager James Wolf, Public Works Director Colin
158 Huntmer and County Manager Mike Thomas.

159

160 The session ended at 12:00 noon for a total executive session time 45 minutes.

161

162 **No Action was taken.**

163

164 **12:00 PM ADJOURNED**

165

166

**COUNTY COUNCIL
SAN JUAN COUNTY, WASHINGTON**

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170 **These Minutes were approved and signed on November 9, 2021. The original document is retained in the**
171 **Council's permanent proceedings file. Attest: Ingrid R. Gabriel, MMC Council Clerk.**

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