

1  
2 **MEETING MINUTES**

3 **SAN JUAN COUNTY (SJC), WASHINGTON**  
4 **COUNTY COUNCIL**  
5 **TUESDAY, MAY 3, 2022**  
6

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

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

10  
11 Council Chair Minney called the meeting to order at 09:03 AM. Present: Council Members  
12 Jamie Stephens, Christine Minney and Cindy Wolf; County Manager Mike Thomas, and Clerk  
13 to the Council Ingrid Gabriel.  
14

15 **Approval of Agenda:** added a first touch on the 2022 Budget Amendment to the agenda.  
16

17 **Approval of Minutes:**

18  
19 **MOVED by Mr. Stephens, seconded by Ms. Wolf to approve the San Juan County**  
20 **Council April 19, 22 and 25, 2022 meeting minutes as written. ALL AYES; MOTION**  
21 **CARRIED**  
22

23 **Approval of Consent Agenda:**

24  
25 **MOVED by Mr. Stephens, seconded by Ms. Wolf to approve the Consent Agenda of**  
26 **Tuesday, May 3, 2022:**  
27

28 **Financial Items:**

29  
30 The Auditor's office requests approval for the following warrants issued the week of March 7,  
31 2022:  
32

- 33 • Warrant #250854-250864 Parks claims in the amount of \$4,241.38
- 34 • Warrant #250871-250874 Veteran Assistance claims in the amount of  
35 \$2,385.00
- 36 • EFT #190315221 Parks claims in the amount of \$3,107.29
- 37 • EFT #190315222 IT claims in the amount of \$127,560.00
- 38 • EFT #190315223 IT claims in the amount of \$50,586.69
- 39 • EFT #190315224 IT claims in the amount of \$2,133.39
- 40 • EFT #190315226 IT claims in the amount of \$220.00
- 41 • Warrant #250883-250989 County claims in the amount of \$561,008.72  
42 Plus Use Tax in the amount of \$17.60 for a total expenditure of \$561,026.32  
43

44 The Auditor's office requests approval for the following warrants issued the week of April 4,  
45 2022:  
46

- 47 • Warrant #251875-251792 County claims in the amount of \$155,914.45  
48 Plus Use Tax in the amount of \$63.33 for a total expenditure of \$155,977.78

49  
50  
51  
52  
53  
54  
55  
56  
57  
58  
59  
60  
61  
62  
63  
64  
65  
66  
67  
68  
69  
70  
71  
72  
73  
74  
75  
76  
77  
78  
79  
80  
81  
82  
83  
84  
85  
86  
87  
88  
89  
90  
91  
92  
93  
94  
95

The Auditor’s office requests approval for the following warrants issued the week of April 18, 2022:

- EFT #190421221 IT claims in the amount of \$220.00
- EFT #190421222 ER&R claims in the amount of \$48.41
- EFT #190421223 Parks claims in the amount of \$7,326.16
- Warrant #252434-252530 County claims in the amount of \$292,767.40  
Plus Use Tax in the amount of \$1,075.01 for a total expenditure of \$293,842.41
- Warrant #252531-252534 Veteran Assistance claims in the amount of \$1,765.00

The Auditor’s office requests approval of payroll expenditures and associated benefit expenditures for the pay period ending 4/22/22.

PAYROLL GROSS: \$1,591,280.05  
EMPLOYER BENEFITS: \$ 582,533.13

**ALL AYES; MOTION CARRIED**

**Approval of Correspondence:** Ms. Wolf will draft a letter in response to the Washington State Parks and Recreation Commission request for support to apply for grant funding to acquire property located in San Juan County adjacent to Obstruction Pass State Park on Orcas Island.

**Public Comments:** none

**09:09 AM DISCUSSION/ACTION:** Increase School Based Mental Health Budget Contract for San Juan Island School District for the 2021-22 school year - Barbara LaBrash, Human Services Manager; Richard Uri, Program Coordinator

Ms. LaBrash and Mr. Uri presented the proposed Increase and answered Council’s questions. After discussion, the Council took the following action:

**MOVED by Mr. Stephens, seconded by Ms. Wolf to increase the School Based Mental Health Budget Contract for San Juan Island School District for the 2021-22 school year. ALL AYES; MOTION CARRIED.**

**09:20 AM DISCUSSION:** To Consider Adopting an Ordinance to Adopt Technical Corrections to the San Juan County Charter Regarding Council Residency Districts [Public Hearing scheduled for Tuesday, May 17 at 9:00 AM] (3<sup>rd</sup> touch) – Milene Henley, Auditor

Ms. Henley presented the proposed Ordinance and answered Council’s questions.

96  
97  
98  
99  
100  
101  
102  
103  
104  
105  
106  
107  
108  
109  
110  
111  
112  
113  
114  
115  
116  
117  
118  
119  
120  
121  
122  
123  
124  
125  
126  
127  
128  
129  
130  
131  
132  
133  
134  
135  
136  
137  
138  
139  
140  
141

**09:25 AM DISCUSSION:** First 2022 Budget Amendment (1<sup>st</sup> touch) - Milene Henley, Auditor

Ms. Henley presented the proposed Amendment and answered Council’s questions. After discussion, the Council took the following action:

**MOVED by Mr. Stephens, seconded by Ms. Wolf to schedule a public hearing for the first budget amendment for 2022 on June 28, 2022 at 9:15 in Friday Harbor. ALL AYES; MOTION CARRIED.**

**09:50 AM DISCUSSION:** County Road Fund Budget – Colin Huntemer, Director Public Works; Mike Thomas, County Manager

Mr. Huntemer and Mr. Thomas presented the status of the Budget and answered the Council’s questions.

**10:30 AM ACTION:** Code of Conduct – Mike Thomas, County Manager

Mr. Thomas presented the Code and answered Council’s questions. After discussion, the Council took the following action:

**MOVED by Mr. Stephens, seconded by Ms. Wolf to approve the appointed Boards and Commissions Code of Professional Conduct as presented. ALL AYES; MOTION CARRIED.**

**10:35 AM ACTION:** Approve Resolution 4.20.2022 Supporting Snohomish, Whatcom, Island, San Juan and Skagit (SWISS) Regional Partnership with the Washington State Association of Counties – Council

Ms. Wolf recognized Mr. Stephens for his work with the Washington State Association of Counties (WSAC) in developing intergovernmental cooperation. The Council took the following action:

**MOVED by Mr. Stephens, seconded by Ms. Wolf to approve Resolution 4.20.2022 Supporting Snohomish, Whatcom, Island, San Juan and Skagit (SWISS) Regional Partnership with the Washington State Association of Counties. ALL AYES; MOTION CARRIED.**

**10:40 AM COUNCIL MEMBER & COUNTY MANAGER UPDATES:**

**Mr. Stephens:** Attending a teleconference with Congressman Rick Larsen regarding transportation needs; encouraged Washington State Ferries to erect signs reminding riders to remain courteous to ferry employees.

142 **Ms. Wolf:** Met with Greg Winter with the Opportunity Council and with Congressmen Rick  
143 Larsen on Orcas regarding transportation infrastructure and managed retreat strategy in San  
144 Juan County; attending Washington Association of Counties (WSAC) meeting next week..  
145

146 **Ms. Minney:** Discussed Council’s recent meetings with the United States Department of  
147 Agriculture (USDA) and new available funding opportunities and the Department of Ecology,  
148 the Coast Guard and the Islands Oil Spill Association; toured Land Bank properties with staff  
149 and Land Bank Commissioners; attended a Composting Subcommittee meeting and Law and  
150 Justice and Law Library meetings. Also attending a WSAC meeting next week.  
151

152 **Mr. Thomas:** Reported on recent training opportunities and interviews; the San Juan County  
153 Tourism Management Master Plan project has opened for public input.  
154

155 **Ms. Gabriel:** Reviewed Agendas, Council Calendar Items and Advisory Committee  
156 Appointments/ Reappointments.  
157

158 **MOVED by Ms. Minney, seconded by Ms. Wolf to reappoint John Erly to the Civil Service**  
159 **Commission. ALL AYES; MOTION CARRIED.**  
160

161 **Council agreed to cancel the scheduled Monday, May 16<sup>th</sup> Council meeting.**  
162

163 **10:50 AM EXECUTIVE SESSIONS**  
164

165 Council Chair Minney announced that the Council would be holding the following executive  
166 sessions estimated to last 1 hour in total:  
167

168 To discuss with legal counsel litigation or potential litigation pursuant to RCW 42.30.110(1)(i)  
169 **[Present:** Council, Deputy Prosecuting Attorney Jon Cain, Prosecuting Attorney Randall  
170 Gaylord, County Manager Mike Thomas]  
171

172 and  
173

174 To evaluate the qualifications of an applicant for public employment or to review the  
175 performance of a public employee. pursuant to RCW 42.30.110 (1)(g)  
176 **[Present:** Council, County Manager Mike Thomas]  
177

178 The session ended at 12:10 pm for a total executive session time of 1 hour and 20 minutes.  
179

180 **No Action was taken.**  
181

182 Chair Minney adjourned the executive sessions, reconvened the regular meeting and  
183 adjourned the meeting.  
184

185 **12:10 PM ADJOURN**  
186

187 Chair Minney adjourned the meeting.  
188

\*\*\*\*\*

**COUNTY COUNCIL**

189

190  
191  
192  
193

**SAN JUAN COUNTY, WASHINGTON**

**These Minutes were approved and signed on May 17, 2022. The original document is retained in the Council's permanent proceedings file. Attest: Ingrid R. Gabriel, MMC Council Clerk.**