



**COUNTY COUNCIL MEETING MINUTES
TUESDAY, AUGUST 8, 2023
LEGISLATIVE HEARING ROOM, 55 SECOND STREET, FRIDAY HARBOR, WA**

1 **9:03 AM Call to Order and Flag Salute.** Council Chair Wolf called the meeting to
2 order at 9:03 AM. Present: Council Members Cindy Wolf, Jane Fuller and Christine
3 Minney; Mark Tompkins (Deputy County Manager) and Clerk to the Council Sally
4 Rogers.

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6 **Approval of Agenda:** Agenda (revised) approved as written.

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8 **Approval of Consent Agenda:**

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10 **MOVED by Ms. Fuller seconded by Ms. Minney to approve the San Juan County**
11 **Council, Aug. 8, 2023 Consent Agenda as written. ALL AYES; MOTION**
12 **CARRIED.**

13
14 **New Employee Introductions:** Sheriff Peter introduced Deputy Rion Brandt. Mark
15 Tompkins the Director of Health & Community Services introduced Tyler Cornell –
16 Aging & Family Health Specialist and Jami Mitchell – Human Services Manager. Kyle
17 Dodd the Deputy Director/Environmental Manager Health & Community Services
18 introduced Kate Combs – Environmental Health Specialist.

19
20 **09:05 AM Public Access Time:** Linda Southwell, Jamie Grifo, (via phone
21 conference) Heather Stansbury, Todd Nicholson addressed comments to the
22 Council.

23
24 **09:15 AM PUBLIC HEARING: Public Testimony Accepted**

25
26 **Present:** Council, Deputy County Manager Mark Tompkins, Clerk to the Council Sally
27 Rogers.

28
29 Chair Wolf opened the public hearing to adopt the ordinance. Sheriff Peter, Deputy
30 Nicholas Wainwright, and Mason Wiley Deputy Prosecuting Attorney presented the
31 ordinance and answered Council's questions.

32
33 Chair Wolf opened public testimony. The following individuals offered testimony: none.

34
35 Chair Wolf closed public testimony with the right to reopen. After discussion, the
36 Council took the following action:

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38 **MOVED by Ms. Fuller, seconded by Ms. Minney to adopt an Ordinance**
39 **Amending Chapter 06.08 SJCC to Provide Clarity and Consistency on**
40 **Dangerous and Potentially Dangerous Dog Regulations and Appeals Process.**
41 **ALL AYES; MOTION CARRIED.**

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44 **9:33 AM** **Discussion:** Mr. Bormann submitted the draft letter requesting technical
45 assistance from the Trust for Public Lands to investigate potential
46 funding sources for land conservation to Council. Council tabled the
47 discussion to a future meeting.
48

49 **9:35 AM** **Discussion/Action:** A Resolution Waiving the Requirement for San
50 Juan Cemetery District No. 2, Stuart Island, From Inclusion in the 2023
51 San Juan County Voter's Pamphlet, presented by the Clerk for the
52 Council, Sally Rogers and Mason Wiley Deputy Prosecuting Attorney on
53 behalf of the San Juan Cemetery District No. 2 (Stuart Island) members
54 Linda Bergquist, David Ericksen and Michael Olson.
55

56 Ms. Rogers and Mr. Wiley presented the resolution to Council and answered their
57 questions. After discussion, the Council took the following action:
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59 **MOVED by Ms. Fuller, seconded by Ms. Minney to approve the resolution as**
60 **amended to strike the language regarding the Council's review the districts'**
61 **budget . ALL AYES; MOTION CARRIED.**
62

63 **9:48 AM** **Discussion/Action:** Angie Baird – Director of Human Resources & Risk
64 Management and Corey Moriyama – Human Resources Manager
65 presented Council with a department overview, updates to human
66 resources and a staffing request.
67

- 68 a. Human Resources Department Overview (Update).
 - 69 i. Current Staff Roles
 - 70 ii. HR Projects
 - 71 iii. HR Metrics
 - 72 iv. DREI Mattingly Proposal (Update)
- 73
- 74 b. Human Resources Staffing Request.
75

76 Ms. Baird presented the staff request to Council and answered their questions. After
77 discussion, the Council took the following action:
78

79 **MOVED by Ms. Fuller, seconded by Ms. Minney to approve the staffing request**
80 **to add a 1.0 FTE position for a Human Resources Generalist . ALL AYES;**
81 **MOTION CARRIED.**
82

- 83 c. Proposed HR Policy changes for adoption by ordinance – 1st touch.
 - 84 i. Equal Employment Opportunity Policy
 - 85 ii. Inclusion Policy
 - 86 iii. Code of Conduct
- 87

88 **11:30 AM** **Discussion:** 2023 Second Quarter Financial Review, Natasha
89 Warmenhoven – SJC Auditor.
90

91 Ms. Warmenhoven gave the presentation and answered the Council's questions.

92

93 **12:00 - 1:00 PM** **RECESS**

94

95 **1:00 PM** **Discussion/Action:** Home Fund Supplemental Funding Applications,
96 Ryan Page – Housing Program Coordinator.

97

98 Mr. Ryan presented the 2023 Home Fund Supplemental Funding Requests to Council
99 and answered their questions. After discussion, the Council took the following action:

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101 **MOVED by Ms. Fuller, seconded by Ms. Minney to approve the 2023 Home**
102 **Funding Requests recommended by the Housing Advisory Committee as**
103 **follows: \$250,000.00 for FishBay Curve-LCLT, \$365,197.23 for Kidder Way –**
104 **OPAL, and \$1,500,000.00 for Lopez Village North – Housing Lopez. ALL AYES;**
105 **MOTION CARRIED.**

106

107 **1:27 PM** **Discussion:** 1/10 of 1% of 1% Sales Tax for Affordable Housing
108 Update, Ryan Page – Housing Program Coordinator.

109

110 Mr. Ryan presented an update, report and draft ordinance (1st touch) regarding 1/10
111 of 1% of 1% Sales Tax for Affordable Housing and answered their questions.

112

113 **2:03 PM** **Discussion/Action:** Affordable Housing Awards Grants, Ryan Page –
114 Housing Program Coordinator.

115

116 Mr. Ryan presented the Affordable Housing Awards Grants to Council as
117 recommended by the Housing Advisory Board and answered their questions. After
118 discussion, the Council took the following action:

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120 **MOVED by Ms. Fuller, seconded by Ms. Minney to approve the 2023 Affordable**
121 **Housing Awards Grants as recommended by the Housing Advisory**
122 **Board in the amount of \$120,000.00 awarded to OPAL Community**
123 **Land Trust. ALL AYES; MOTION CARRIED.**

124

125 **2:09 PM** **Discussion:** 2023 Annual Docket Comprehensive Plan Official Map
126 Amendment Requests - DCD staff analysis and recommendations,
127 Sophia Cassam – Planner III, DCD.

128

129 Ms. Cassam presented the 2023 Annual Docket Comprehensive Plan Official Map
130 Amendments Requests to Council and answered their questions. Council requested
131 Ms. Cassam return to a future Council meeting to continue a briefing of the map
132 amendment requests.

133

134 **2:51 PM** **Executive Session**

135

136 **Executive Session:** To consider, if in compliance with any required data security
137 breach disclosure under RCW 19.255.010 and 42.56.590, and with legal counsel
138 available, information regarding the infrastructure and security of computer and
139 telecommunications networks, security and service recovery plans, security risk

140 assessments and security test results to the extent that they identify specific system
141 vulnerabilities, and other information that if made public may increase the risk to the
142 confidentiality, integrity, or availability of agency security or to information technology
143 infrastructure or assets pursuant to 42.30.110 (1)(a)(ii).

144
145 [Present: Full Council, Mark Tompkins (Deputy County Manager), Angie Baird –
146 Human Resources Director & Risk Management, Deputy Prosecuting Attorney Jon
147 Cain, Tony Harrell – Information Technology Director, Norman Varsovia – Information
148 Network and IT Manager, Natasha Warmenhoven – SJC Auditor, Michael Hjermstad
149 – State Auditor Office and San Deep Mahil – State Auditor Office.

150
151 Chair Wolf estimated the Executive session to begin at 2:51 PM to go until 4:30 PM
152 lasting 1 ½ hours. The session ended at 4:34 PM. No action was taken.

153

154 **4:34 PM** **Discussion/Action:** County's 150th Anniversary celebration, Erin
155 Wygant – Communications Coordinator and Emma Wickman – Intern
156 Communications. Ms. Wygant and Ms. Wickman presented plans for the
157 County's 150th Anniversary celebration to Council.

158

159 **5:03 PM** **Council Member and the County Manager updates** were postponed
160 until the next meeting.

161

162 **Council Clerk Update:**

163

164 **Review Agendas & Council Calendar Items:** Next scheduled Council meetings;
165 August 22nd , September 12th (Away Lopez Island) , September 18 (Monday) and
166 September 26.

167

168 **Advisory Committee Appointments/Reappointments:**

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- 170 • Marine Resources Committee (MRC) appointment, David Checkley

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172 **MOVED by Ms. Wolf, seconded by Ms. Minney to appoint David Checkley to the**
173 **Marine Resources Committee. ALL AYES; MOTION CARRIED.**

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- 175 • Lodging Tax Advisor Committee (LTAC) reappointments; Janet Baltzer, Kevin Loftus,
176 Laura Saccio and Faith Van De Putte.

177

- 178 • **MOVED by Ms. Wolf, seconded by Ms. Minney to reappoint Janet Baltzer, Kevin**
179 **Loftus, Laura Saccio and Faith Van De Putte to the Lodging Tax Advisory**
180 **Committee. ALL AYES; MOTION CARRIED.**

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- 182 • The Lopez Village Planning Review Committee (LRC) appointment, Brian Krantz is
183 postponed to a future meeting.

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186 **5:15 PM ADJOURN** Chair Wolf adjourned the meeting.

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**COUNTY COUNCIL
SAN JUAN COUNTY, WASHINGTON**

Christine Minney, District 1

Cindy Wolf, District 2

Jane Fuller, District 3

ATTEST: Clerk to the Council

By: _____ Date:
Sally Rogers

Minutes approved by San Juan County Council on November 27, 2023.