

**MEETING MINUTES
SAN JUAN COUNTY (SJC), WASHINGTON
COUNTY COUNCIL
TUESDAY MARCH 12, 2013**

Legislative Hearing Room, Friday Harbor, WA

09:00 AM SPECIAL MEETING CALL TO ORDER

Council Chair Stephens called the special meeting to order at 9:00 AM. Present: Council Members Marc Forlenza, Rich Peterson, Bob Jarman, Patty Miller, Rick Hughes and Jamie Stephens; Interim County Manager Bob Jean and Clerk to the Council Ingrid Gabriel.

At 09:01 AM, Council Chair Stevens announced that the Council would be holding an executive session to discuss current and pending litigation pursuant to RCW 42.30.110(1)(i) estimated to last approximately 60 minutes. Present: Full Council, Prosecuting Attorney Randall Gaylord, Deputy Prosecuting Attorney Jon Cain, Deputy Prosecuting Attorney Amy Vira, Interim County Manager Bob Jean and Clerk to the Council Ingrid Gabriel.

The executive session ended at 09:51 AM for a total time of 50 minutes. Ms. Gabriel stepped out of the hearing room and announced that the executive session had ended.

No action was taken.

10:00 AM REGULAR MEETING CALL TO ORDER

Council Chair Stephens called the regular meeting to order at 10:00 AM.

New Employee Introductions: none

Approval of Minutes:

Moved by Ms. Miller, seconded by Mr. Hughes to approve the minutes of February 5, 2013 as amended. VOTE: 4:0:2 (Forlenza and Jarman abstained); MOTION CARRIED.

Moved by Ms. Miller, seconded by Mr. Hughes to approve the minutes of February 6, 2013 as amended. VOTE: 4:0:2 (Peterson and Jarman abstained); MOTION CARRIED.

Moved by Ms. Miller, seconded by Mr. Hughes to approve the minutes of February 7, 2013 as amended. VOTE: 4:0:2 (Peterson and Hughes abstained); MOTION CARRIED.

Moved by Ms. Miller, seconded by Mr. Peterson to approve the minutes of February 25, 2013. VOTE: 5:0:0 (Jarman abstained); MOTION CARRIED.

Moved by Ms. Miller, seconded by Mr. Peterson to approve the minutes of February 26, 2013. ALL AYES; MOTION CARRIED.

Moved by Ms. Miller, seconded by Mr. Peterson to approve the minutes of March 4, 2013. ALL AYES; MOTION CARRIED.

Review and Approve Consent Agenda:

Moved by Ms. Miller, seconded by Mr. Peterson to approve the Consent Agenda of March 12, 2013 as follows:

Budget Items:

The Auditor's office requests approval for the following warrants issued the week of February 18, 2013:

- EFT #02202013 Public Works EFT in the amount of \$3,505.75
- Warrant #122299 – 122302 Veteran's Assistance claims in the amount of \$856.25
- Warrant #122303 – 122386 County claims in the amount of \$101,757.87
- Warrant #122387 – 122435 Public Works claims in the amount of \$145,594.59

The Auditor's office requests approval for the following warrants issued the week of February 25, 2013:

- Warrant #122553 – 122645 County claims in the amount of \$183,108.98
- Warrant #122646 – 122677 Public Works claims in the amount of \$20,545.49
- Warrant #122678 – 122681 Veteran's Assistance in the amount of \$975.00
- Warrant #122682 County claims in the amount of \$10,000.00

The Auditor's office requests approval for the following warrants issued the week of March 4, 2013:

- Warrant #122715-122810 County Claims in the amount of \$172,941.82
- Warrant #122811 – 122847 Public Works claims in the amount of \$60,137.11
- Payroll Expenditures for pay period ending 02/21/2013: Payroll Gross \$1,059,623.78 ; Employer Benefits \$326,129.94
- Interfund transfers January 2013

ALL AYES; MOTION CARRIED.

Approval of Correspondence: none

Citizens Access: The following citizens submitted comments: Bill Wright

10:13 AM ACTION: Approve County Manager Job Description (**public comment accepted**) – Pamela Morais, Human Resources Manager

Ms. Morais presented the job description and made edits according to Council direction. After discussion, the Council took the following actions:

1. Moved by Mr. Jarman, seconded by Mr. Peterson to require County Manager to establish residency in San Juan County within 6 months of hiring. ALL AYES; MOTION CARRIED.

2. Moved by Ms. Miller, seconded by Mr. Peterson to modify basic function of job description to insert the words after "County Manager's Office..." as determined by the

Council. Areas may include Health & Community Services, Community Development and Planning, Parks & Fair, Public Works, Land Bank, and Clerk of the Council, in addition to Administration, Communications, Human Resources/Risk Management, Information Technology Services and other Central Services. ALL AYES; MOTION CARRIED.

3. Moved by Mr. Peterson, seconded by Mr. Hughes to modify #5 under Principle Duties and add..."including intergovernmental relations with local, state, federal legislative representatives and agencies." ALL AYES; MOTION CARRIED.

4. Moved by Ms. Miller, seconded by Mr. Peterson to add "Canadian" to #5 under Principle Duties. ALL AYES; MOTION CARRIED.

5. Moved by Mr. Jarman, seconded by Ms. Miller to add to Working Conditions "often outside of normal office hours." ALL AYES; MOTION CARRIED.

6. Moved by Ms. Miller, seconded by Mr. Hughes to approve County Manager job description as amended. ALL AYES; MOTION CARRIED.

10:57 AM DISCUSSION: 2012 4th Quarter Report – Milene Henley, Auditor

Ms. Henley presented the report and answered Council's questions.

11:35 AM DISCUSSION: Solid Waste Update - Frank Mulcahy, Director Public Works; Sam Gibboney, Solid Waste Program Administrator.

Mr. Mulcahy and Ms. Gibboney gave an update on the Orcas Transfer Station Contract, the status of the San Juan Island solid waste contract and the contract with Skagit and answered Council's questions. After discussion, the Council took the following action:

Moved by Ms. Miller, seconded by Mr. Hughes to approve that the disposal of demolition of the Orcas Exchange be charged at the Lopez Solid Waste Disposal District rate. ALL AYES; MOTION CARRIED.

Moved by Ms. Miller, seconded by Mr. Peterson to cancel the public hearing on the Orcas Contract scheduled for March 26 at 10:15 AM and schedule a new public hearing for Tuesday, April 23 at 10:15 AM. ALL AYES; MOTION CARRIED.

Moved by Mr. Peterson, seconded by Ms. Miller to set a public hearing to consider the contract for the San Juan Island Solid Waste facility for Tuesday, May 7 at 10:15 AM. ALL AYES; MOTION CARRIED.

12:10 PM RECESS FOR LUNCH

01:04 PM DISCUSSION: Critical Area Ordinance (CAO) Implementation Update and Approval – Shireene Hale, Planning Coordinator

Ms. Hale gave an update on the implementation and answered Council's questions. After discussion, the Council took the following actions:

Moved by Ms. Miller, seconded by Mr. Peterson to direct staff to move forward with the CAO implementation tasks as modified to include \$10k for Geographic Information Systems (GIS) and additional money for a third party instructor for a total amount not to exceed \$45k. ALL AYES; MOTION CARRIED.

Moved by Mr. Forlenza, seconded by Mr. Jarman to schedule a public hearing to move the implementation date of the Critical Area Ordinances to a later date on Tuesday, April 9 at 10:15 AM. VOTE: 3:1:2 (Stephens opposed; Hughes and Miller abstained); MOTION FAILED.

02:25 PM ACTION: Approve Geographic Information Systems (GIS) Aerial Photo Update – Stan Matthews, Information Services Manager

Mr. Matthews presented the update and introduced Aaron Ford, Pictometry regional vice president. Mr. Ford gave a presentation on the aerial technology and answered Council's questions. After discussion, the Council took the following action:

Moved by Ms. Miller, seconded by Mr. Stephens to authorize staff to proceed with the GIS Pictometry plan as proposed provided that the "off-ramps" guarantee our ability to get out of the contract for any reason and they receive outside guarantees of one third the contract amount from outside agencies including the Fire Chiefs Association. VOTE: 4:2:0 (Jarman and Forlenza opposed); MOTION CARRIED.

03:31 PM DISCUSSION: Review and Preview of San Juan Community Conversation – Bob Jean, Interim County Manager

Mr. Jean reviewed the Community Conversations of March 5, 6 and 7, previewed the upcoming Conversations and answered Council's questions.

03:51 PM DISCUSSION: Administrative Complaints/Appeals Process – Bob Jean, Interim County Manager

Mr. Jean reported on the progress of the process.

03:53 PM COUNCIL MEMBER UPDATES & DISCUSSION ITEMS:

Subcommittee Updates:

- Mr. Hughes gave an update on the Water Resource Committee.
- Mr. Forlenza discussed the status of Consignment Treasures.
- Mr. Stephens gave a legislative update on SB 5262 and HB 1253, both regarding Lodging Tax funds and a bill regarding public records.
- Ms. Miller gave an update on the Budget Subcommittee and making an Advisory Committees informative video potentially scheduled for April 29 – May 3.

Additional Updates & Discussion Items:

Moved by Ms. Miller seconded by Mr. Peterson to schedule a public hearing on Tuesday, April 9 at 10:15 AM to consider adopting a new effective date of December 1, 2013 for the Critical Area Ordinances. VOTE: 5:1 (Stephens opposed); MOTION CARRIED.

Moved by Ms. Miller, seconded by Mr. Forlenza to direct staff to work with Council Member Miller to develop a press release to explain the reasons for the proposed revised effective date and that we request the Prosecuting Attorney advise us in advance of the hearing on any potential ramifications of the delay. ALL AYES; MOTION CARRIED.

04:15 PM MANAGER & CLERK UPDATES:

Council Clerk Update: Ingrid Gabriel, Council Clerk reported that the next meeting of the Council is the Community Conversation, Saturday, March 16 on Shaw Island and the next regular meeting is Tuesday, March 26 in the Legislative Hearing Room.

Manager Update: Bob Jean, Interim County Manager updated the Council on the Strategic Calendar/Master Work Plan/Long-Range Planning Work Plan and the Code Enforcement Ordinance Update.

04:30 PM ADJOURN

Mr. Stephens adjourned the meeting.

**COUNTY COUNCIL
SAN JUAN COUNTY, WASHINGTON**

These Minutes were approved and signed on March 26, 2013. The original document is retained in the Council's permanent proceedings file. Attest: Ingrid Gabriel, Council Clerk.