

**MEETING MINUTES
SAN JUAN COUNTY (SJC), WASHINGTON
COUNTY COUNCIL
TUESDAY, JULY 16, 2013**

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

09:08 AM CALL TO ORDER

Council Chair Stephens called the meeting to order at 9:09 AM. Present: Council Members Bob Jarman, Rick Hughes and Jamie Stephens; County Manager Mike Thomas, Clerk to the Council Ingrid Gabriel and interested members of the public.

New Employee Introductions: none

Approval of Minutes:

**Moved by Mr. Jarman, seconded by Mr. Hughes to approve the minutes of July 1, 2013.
ALL AYES; MOTION CARRIED.**

**Moved by Mr. Hughes, seconded by Mr. Jarman to approve the minutes of July 2, 2013.
ALL AYES; MOTION CARRIED.**

**Moved by Mr. Hughes, seconded by Mr. Jarman to approve the minutes of July 8, 2013.
ALL AYES; MOTION CARRIED.**

Review and Approve Consent Agenda:

Moved by Mr. Hughes, seconded by Mr. Jarman to approve the Consent Agenda of July 16, 2013 as amended [Code of Conduct Resolution removed to be scheduled for a later agenda]:

A. Resolution(s):

- Code of Conduct Resolution
- Resolution to Appoint County Manager Mike Thomas and Human Resources Director/Risk Manager Pamela Morais to Risk Pool

B. Budget Items:

The Auditor's office requests approval for Payroll Expenditures for pay period ending 06-21-2013: Payroll Gross \$1,120,619.64; Benefits \$598,911.74.

The Auditor's office requests approval for the interfund transfers for the month of June 2013.

The Auditor's office requests approval for the following warrants issued the week of June 24, 2013:

- Warrant #127517 – 127548 Public Works claims in the amount of \$290,242.67
- Warrant #127653 – 127743 County claims in the amount of \$176,026.46
- Warrant #127744 County claims in the amount of \$525.00
- Warrant #127745 County claims in the amount of \$119.68

The Auditor's office requests approval for the following warrants issued the week of July 1, 2013:

- **Warrant #127810-127812 County claims in the amount of \$6,012.00**
- **Warrant #127819-127821 Veteran's Assistance in the amount of \$2,826.32**
- **Warrant #127894-127990 County claims in the amount of \$108,184.42**
- **Warrant #127991-128010 Public Works claims in the amount of \$110,710.81**

ALL AYES; MOTION CARRIED.

Approval of Correspondence: none

09:18 AM DISCUSSION: Treasurer's Workload and Staffing – Jan Sears, Treasurer

Ms. Sears reported on the need to add a full-time employee to the Treasurer's staff. Council asked Mr. Thomas to research the request and return a recommendation to the Council.

09:41 AM ACTION: Equipment Surplus Sales – Milene Henley, Auditor; Sue Nielsen, Procurement Specialist

Ms. Henley and Ms. Nielsen presented a background on equipment surplus. After discussion, the Council took the following action:

Moved by Mr. Stephens, seconded by Mr. Hughes to carry the public hearing over to authorize the attached list of surplus equipment to be sold at public auction to Tuesday, August 6, 2013 at 9:15 AM. ALL AYES; MOTION CARRIED.

09:54 AM Citizens Access: The following citizens offered public comments: Bill Wright.

10:02 AM ACTION: Lodging Tax Advisory Committee (LTAC) Funding Recommendations – Rick Hughes, LTAC Chair

Mr. Matthews presented the Recommendations and answered Council's questions. After discussion, the Council took the following action:

Moved by Mr. Hughes, seconded by Mr. Stephens to support and fund recommendations for 2014 as submitted by the Lodging Tax Advisory Committee funding committee, subject to no objection by the Outlook Inn for the Gateway to Indian Island. ALL AYES; MOTION CARRIED.

10:30 AM DISCUSSION: Conservation District Fees Ordinance (1st touch) – Council

Conservation District Executive Director Linda Lyshall answered Council's questions.

10:40 AM DISCUSSION: re: An Ordinance Setting fees for Services Provided by the San Juan County Community Development and Planning Department and Amending Ordinance No. 34-2010 and Ordinance No. 28-2011 (1st touch) – Mike Thomas, County Manager

Mr. Thomas provided the background on the proposed Ordinance and answered Council's questions.

Moved by Mr. Hughes, seconded by Mr. Jarman to move the document forward to a second touch on August 6 with the addition of reducing the Open Space fee from \$4060 to \$2030. ALL AYES; MOTION CARRIED.

10:55 AM Citizens Access: the following citizens offered public comments: Karen Palmer

11:06 AM CLERK UPDATE: Ingrid Gabriel, Council Clerk

Ms. Gabriel gave an update. After discussion, the Council took the following actions:

Moved by Mr. Stephens, seconded by Mr. Hughes to reappoint David Shermerhorn to the Deer Harbor Planning & Review Committee. ALL AYES; MOTION CARRIED.

Moved by Mr. Stephens, seconded by Mr. Hughes to reappoint Pamela Kyle to the Deer Harbor Planning & Review Committee. ALL AYES; MOTION CARRIED.

Moved by Mr. Hughes, seconded by Mr. Jarman to reappoint Wes Heinmiller to the Deer Harbor Planning & Review Committee. ALL AYES; MOTION CARRIED.

Moved by Mr. Hughes, seconded by Mr. Jarman to reappoint Bob Connor to the Deer Harbor Planning & Review Committee. ALL AYES; MOTION CARRIED.

Moved by Mr. Hughes, seconded by Mr. Stephens to reappoint Deborah Hopkins to the Ferry Advisory Committee. ALL AYES; MOTION CARRIED.

Moved by Mr. Hughes, seconded by Mr. Stephens to reappoint John Brantigan to the Ferry Advisory Committee. ALL AYES; MOTION CARRIED.

Moved by Mr. Hughes, seconded by Mr. Jarman to appoint Ian Paterson to the Fair Board. ALL AYES; MOTION CARRIED.

11:14 AM DISCUSSION: Conservation District Fees Ordinance Continued (1st touch) – Council - Randall Gaylord, Prosecuting Attorney

Mr. Gaylord presented the draft Ordinance and answered Council's questions. After discussion, the Council took the following action:

Moved by Mr. Jarman, seconded by Mr. Stephens to move to a second touch the ordinance amending the Conservation District Assessment. ALL AYES; MOTION CARRIED.

11:27 AM DISCUSSION: Lopez Solid Waste Disposal District Levy Resolution - Randall Gaylord, Prosecuting Attorney

Mr. Stephens recessed the SJCC Meeting and convened as the governing body of the LSWDD Board.

Mr. Gaylord presented the Resolution and answered Council's questions. After discussion, the Council took the following action:

Moved by Mr. Jarman, seconded by Mr. Hughes for the submission to the voters of the Lopez Solid Waste Disposal District a proposal authorizing the imposition of one year property tax levy as allowed RCW 36.58.150 with the changes as discussed. ALL AYES; MOTION CARRIED.

At 11:38 AM, Mr. Stephens adjourned managing board and reconvened as the San Juan County Council.

11:50 PM EXECUTIVE SESSION: To discuss **current and pending litigation pursuant to RCW 42.30.110(1)(i)** – Randall Gaylord, Prosecuting Attorney

At 11:50 AM, Council Chair Stephens 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 30 minutes.

Present: Council, Prosecuting Attorney Randall Gaylord, Deputy Prosecuting Attorney Amy Vira; County Manager Mike Thomas, and Clerk to the Council Ingrid Gabriel. The session ended at 12:27 PM for a total executive session time of 37 minutes.

No Action was taken.

Ms. Gabriel stepped out of the hearing room and announced that the executive session had ended. Ms. Stephens called the meeting back into regular session and then recessed the meeting.

12:27 PM LUNCH RECESS

01:03 PM PRESENTATION: Annual Risk Pool Visit with San Juan County - David Goldsmith, Risk Pool Member Services; Vyrle Hill, Risk Pool Executive Director; Pamela Morais, Human Resources Manager

Ms. Morais, Mr. Goldsmith and Mr. Hill gave a presentation on the Washington Counties Risk Pool and risk assessment.

02:10 PM ADJOURN

Mr. Stephens adjourned the meeting.

**COUNTY COUNCIL
SAN JUAN COUNTY, WASHINGTON**

These Minutes were approved and signed on July 30, 2013. The original document is retained in the Council's permanent proceedings file. Attest: Ingrid Gabriel, Council Clerk.