

**SUMMARY OF THE MINUTES  
SAN JUAN COUNTY (SJC), WASHINGTON  
COUNTY COUNCIL  
October 8 and 9, 2007**

**Monday, October 8, 2007 - Council Conference Room**

**CALL TO ORDER**

Council Chair Bob Myhr called the special meeting to order at 10:00 a.m. Council members Kevin Ranker, Rich Peterson, Howard Rosenfeld, Gene Knapp, and Alan Lichter; County Administrator, Pete Rose; Prosecuting Attorney, Randall Gaylord; Auditor, Milene Henley; Community Development and Planning Director, Ron Henrickson; Clerk to the Council, Laura Tuttle; Deputy Clerk, Valarie Graham; and interested members of the public were present.

**PUBLIC MEETINGS/WORK SESSIONS**

**10:00 a.m.** – The Council met for a Staff Meeting and Work Session.

**RECESS** - At 11:30 a.m., Council Chair Myhr recessed the meeting until 10:00 a.m., Tuesday, October 9, 2007.

**Tuesday, October 9, 2007 - Council Hearing Room**

**CALL TO ORDER**

Council Chair Myhr called the meeting to order at 10:00 a.m. The flag salute was conducted.

**CITIZEN ACCESS TIME**

No matters were brought before the Council.

**ANNOUNCEMENTS/SCHEDULE CHANGES**

The posted Council Agenda was revised due to Public Hearing time constraints.

**APPROVAL OF MINUTES**

Moved by Ranker, seconded by Peterson, to approve the Minutes of **October 1, 2, 2007**. Motion carried.

**CONSENT AGENDA**

Moved by Ranker, seconded by Knapp, to approve the **Final Consent Agenda of October 9, 2007** as follows:

(Clerk's note: Peterson wished to note his continuing opposition to **Resolution No. 44-2007 Resolution of County Council of San Juan County, Washington, Supporting Stormwater Ordinance 20-2006, to be submitted by Referendum to the voters on November 6, 2007.**)

**A. Resolutions/Ordinances:**

1. **Resolution 43–2007 - Resolution Requiring Petitioners to Make an Appropriate Cash Deposit or Bond and Direct the County Engineer to make a report on the Vacation and Abandonment of a Portion of Unopened County Road Right-Of-Way in Government Lot 1, Section 7, Township 37 North, Range 1 West, W.M.**
2. **Resolution 44-2007 – Resolution of County Council of San Juan County, Washington, Supporting Stormwater Ordinance 20-2006, to be submitted by Referendum to the voters on November 6, 2007.**

**B. Contracts/Agreements:**

1. Approve the San Juan County Agreement with Compass Health, by and between San Juan County and Compass Health, amount not to exceed \$48,843.00 (this figure does not include service provider's match in the amount of \$3,384.00, nor \$3,000.00 in Title XIX match [this includes state and federal funds, with approximately 10% matching funds required - - no new budget authorization of 2007]). This contract funds Assessments, Outpatient Treatment, Community Outreach and Case Management. Term of Agreement is period from July 1, 2007 through September 30, 2007. (SJC Agreement No. 07HC56).

**C. Budget Items:** (No items.)

**D. Personnel:** (No items.)

**E. Appointments:**

1. Approve the reappointment of Deborah Bundy as a Lopez Island Library Board Member in Position #2, for a five year term which will begin immediately and expire September 30, 2012.

**F. Correspondence:** (No items.)

**G. Miscellaneous:** Proclamation re: Fire Prevention Week

**H. Bid Openings:** (No items.)

Motion carried.

## **ACTION AND DISCUSSION ITEMS**

### ORDINANCES/RESOLUTIONS:

**ORD. NO. -2007** - (Refer to PUBLIC HEARING at 2.28 p.m. for details of action taken.)

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### COUNCIL DISCUSSION/UPDATES/OTHER ACTION ITEMS:

**1. Alternates appointed to Shoreline Hearings Board** – Ranker announced that the Board of Directors of the Washington State Association of Counties has appointed Pierce County Councilmember, Tim Farrell, and King County Councilmember, Dow Constantine, as the designated first and second alternate county appointees for the Shorelines Hearings Board.

**2. Veterans Advisory Committee** – Lichter thanked Randy Gaylord, PA for preparing the VAC ordinance. Lichter is furnishing the Council with a list of applicants. There was discussion as to who has the authority to authorize expenditures to veterans. Previously, a service officer from the American Legion held that role. Gaylord stated that the ordinance reads, that the Advisory Board makes recommendations to the Council. Rules and Procedures for the Advisory Board were discussed and the Council will continue the discussion after the Board is established. Some minor language changes were introduced and the following action was taken:

**Moved by Lichter, seconded by Ranker, to move the Veterans Advisory Board Ordinance (with changes) forward to Public Hearing. Motion carried.**

**11:15 a.m.** - A public meeting was held for the Marine Resource Committee Council Briefing re: 2007 work plan, 2008 budget, coordination efforts, plans for outreach, monitoring, oil spill, etc. Present: Full Council; Pete Rose, County Administrator; Laura Tuttle, Clerk to the Council, Valarie Graham, Deputy Clerk; Kit Rawson, Chair of the MRC; Mary Knackstedt, MRC Coordinator; Barbara Rosenkotter, Lead Entity Coordinator; and interested members of the public. Kit Rawson began his presentation to the Council speaking about the salmon genetic analysis study which was funded with MRC funds. Rawson reported that there are juvenile salmon in the San Juan Islands from all over Puget Sound, as well as the Fraser River in southern Canada, which will lead to much greater support for the salmon recovery work here. Eelgrass work under the Council's direction, has the science subcommittee working with the WDFW and others to look at the effects of declining eelgrass beds. The vessel

traffic survey report, recently received, showed how many boats are using the waters of the County during different times of the year, especially peak times in the summer. The local knowledge project involves interviews with older people that have been around the area for a long time. MRC made a big outreach effort for the Marine Stewardship Area Plan, cooperating with Sound Watch, educating boaters about Orca Whales and helping with the bottom-fish recovery work. The MRC also held Stormwater presentations on three islands. The Aquatic Reserve nomination for the San Juan MSA is moving forward and DNR will want to discuss with the Council. The MRC had over 3 million dollars in funding this year, 14 projects submitted, 12 have gone to Surfboard which will make final decisions in December. 96% of the funding will go to local entities. The main focus for citizens and businesses is the clean water campaign. The second principal strategy in the MSA plan is the relationship of upland activities to the health of the marine environment. The MRC is participating in the CAO Update Committee. The main task of the San Juan Initiative is to analyze how well protection is working, both voluntary incentive and regulatory protection. The last MRC meeting had presentations from NOAA, Federal Level; Department of Ecology, State Level; IOSA; San Juan Emergency Management, Local Level; to discuss oil spill response. The final principal strategy is preserving and managing public access to the shorelines and beaches. National Parks, The US Fish and Wildlife, State Parks and the Nature Conservancy are all working together to protect the shorelines. The Council asked questions re: Eelgrass, Oil Spills, Stewardship Area Plan, Rockfish recovery and status on project funding.

**RECESS** – at 12:00 p.m. Council Chair Myhr recessed the meeting until 1:30 p.m. October 9, 2007.

#### COUNTY ADMINISTRATOR COUNCIL BRIEFING

**1:30 p.m.** - County Administrator Council Briefing. Also present: Charles Zalmanek, Assessor; Jan Sears, Treasurer; Milene Henley, Auditor; and interested members of the public.

**Presentation of Proposed Budgets of the Assessor, Treasurer & Tax Sale** - Charles Zalmanek gave a detailed PowerPoint presentation to the Council regarding the primary duty of the Assessors office: determining the value all taxable personal and real property for purposes of equitable distribution among the taxing districts. Mr. Zalmanek stressed the importance of upgrading the County's 1982 IBM computer to a windows-based system and updating the GIS system from InfoCad, which is no longer supported on this continent, to one of ESRI's GIS systems. Mr. Zalmanek also requested hiring a new cartographer in February, 2008 to have an overlap for training purposes because the current cartographer will be retiring in May, 2008. This position will occur concurrently with the hiring of the new County Surveyor. For further information presented by Mr. Zalmanek, please see the Assessor Budget Presentation located in the proceedings file. Jan Sears, Treasurer, gave a detailed PowerPoint presentation to the Council on the Treasurer's office. All deputies are cross-trained and can answer all questions. As far as excise tax, the County receives a percentage of the sales price. Mr. Myhr asked what percentage of tax statements go to non-SJC zip codes. Ms. Sears responded that property owners of San Juan County reside in every state and 15 foreign countries. For further information presented by Ms. Sears, please see the Treasurer Budget Presentation located in the proceedings file.

#### PUBLIC HEARINGS

**2:28 p.m.** - A public hearing was held to Adopt Ordinances to Implement County Charter, Chapters 2.04, 2.10, 2.11, 2.16, and 2.24. Present: Full Council; Valarie Graham, Deputy Clerk; Laura Tuttle, Clerk to the Council; Pete Rose, County Administrator; John Manning, Director Health and Community Services; Pamela Morais, Human Resources Manager; Dave Zeretzke, Administration Services Director; Stan Matthews, Communications Program Manager; Randall Gaylord, Prosecuting Attorney and interested members of the public. Chair Myhr introduced those present and opened the public hearing. Mr. Gaylord addressed the Ordinances one by one noting language changes and corrections. Public testimony was opened, none submitted, and closed. Deliberations were held and the following action was taken:

**Moved by Rosenfeld, seconded by Lichter, to adopt the Ordinance Repealing Chapter 2.04 Of The San Juan County Code Regarding Former Board Of County Commissioners To Ensure Consistency With The San Juan County Charter And State Law. (With Changes) Motion carried.**

**Moved by Rosenfeld, seconded by Knapp, to adopt the Ordinance Amending Sections 2.10.010, 2.10.060, 2.10.085, 2.10.090, 2.10.095, 2.10.110, 2.10.130, 2.10.140, 2.10.160, 2.10.170 And 2.10.180, And Repealing Sections 2.10.020, 2.10.070 And 2.10.120 Of The San Juan County Code To Ensure Consistency With The San Juan County Charter And State Law. (With Changes) Motion carried.**

**Moved by Ranker, seconded by Peterson, to adopt the Ordinance Amending Sections 2.11.020 And 2.11.040 Of The San Juan County Code To Ensure Consistency With The San Juan County Charter And State Law. (With Changes) Motion carried.**

**Moved by Lichter, seconded by Rosenfeld, to adopt the Ordinance Amending Sections 2.16.030, 2.16.040, 2.16.060 And 2.16.070 And Readopting Without Change Sections 2.16.010, 2.16.020, And 2.16.050 Of The San Juan County Code, Previously Adopted By Resolution, To Ensure Consistency With The San Juan County Charter And State Law. (With Changes) Motion carried.**

**Moved by Lichter, seconded by Ranker, to adopt the Ordinance Amending Sections 2.24.010 And 2.24.020 Of The San Juan County Code To Ensure Consistency With The San Juan County Charter And State Law. (With changes) Motion carried.**

**Chair Myhr asked the Clerk to the Council, Laura Tuttle, to put the Ordinances on the next week's Consent Agenda for signature.**

#### COUNTY ADMINISTRATOR COUNCIL BRIEFING

- 1. Presentation of Proposed Budgets of Auditor, Elections, County Administration, Information Systems and County Council.** – Also present: Milene Henley, Auditor; Dave Zeretzke, Administration Services Director; George Johnson, Information Services Manager and interested members of the public. Ms. Henley presented a detailed PowerPoint presentation on the Auditor's office budget. She explained that all customer service employees are cross-trained. Ms. Henley stated that M&O was reduced by 1%, no capital requests, reduced overtime by \$5,000 and everyone is becoming more comfortable with the Eden program. Ms. Henley's goals for the Auditor's office include adding a passport office on Orcas Island, initiating bill processing from other departments, rolling out the Eden program to Junior Districts and improving cross-training. For further information presented by Ms. Henley, please see the Auditor Budget Presentation located in the proceedings file. Ms. Henley continued with a PowerPoint presentation on the Elections Budget. Elections are a separate department. Every year is different and we basically have an even/odd year program. Odd years we have smaller, minor elections. Even years we have the more important elections, County and State Elected Officials, some Federal Elected Officials, and every 4 years we have the Presidential Election. Ms. Henley stated that there will be an increase in the elections budget due to the upcoming election year. For further information presented by Ms. Henley, please see the Elections Budget Presentation located in the proceedings file.
- 2. Dave Zeretzke, Director Administration Services, informed the Council that contracts administration, risk management, recruitment and communications are going to be crucial in the upcoming year. M&O is slightly down, personnel is up and the majority of monies go to salaries and benefits. Funds were requested to furnish each Deputy with a taser. Pamela Morais, Human Resource Manager, informed the Council that a considerable amount of money is being asked for an independent consultant to perform a job classification compensation review. For further information presented by Mr. Zeretzke and Ms. Morais, please see the County Administration presentation located in the proceedings file.**
- 3. George Johnson, Information Services Manager, informed the Council that computer technology, maintaining service levels and establishing an Information Technology Governance Committee will be crucial in the coming years. Information Services wants to implement a 5 year replacement program for all County computers. Mr. Johnson is also asking to hire an application support specialist. Mr. Johnson stressed the importance of having someone trained on all systems and that outsourcing can get very expensive if technical support contractors have to be brought in. For further information presented by Mr. Johnson, please see the Information Systems Budget Presentation located in the proceedings file.**
- 4. Milene Henley, Auditor, addressed the Council to discuss the County Council's 2008 proposed budget. Ms. Henley stated that 2007 was a big year of transition with a lot of Charter Implementation and budget challenges. The Council has reduced professional services, travel and postage. The capital requests, such as furniture for the new building, fire proof vault and ARC Coordinator still have not found their way into the 2008 budget. Pete Rose, County Administrator, informed the Council that the Parks Department, while taking on four new properties, is falling very short.**

**ADJOURNMENT** - Moved by Lichter, seconded by Peterson, to adjourn the meeting at 4:25 p.m. Motion carried. Council Vice Chair Rosenfeld adjourned the meeting at 4:25 p.m. since Chair Myhr had left the meeting at 4:00 p.m. A Special Meeting was scheduled for Monday, October 15, 2007, at the Orcas Senior Center, 62 Henry

Road, Eastsound, Orcas Island, and the next regular meeting was scheduled for Tuesday, October 16, 2007, at the Key Bank, Garden Room, Friday Harbor.

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**COUNTY COUNCIL  
SAN JUAN COUNTY, WASHINGTON**

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Bob Myhr, Chair  
District 6, Lopez/Shaw

ATTEST: Clerk of the Council

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Howard Rosenfeld, Vice Chair  
District 3, Friday Harbor

By: \_\_\_\_\_  
Valarie Graham, Deputy Clerk

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Kevin M. M. Ranker, Member  
District 1, San Juan South

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Rich Peterson, Member  
District 2, San Juan North

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Alan Lichter, Member  
District 4, Orcas West/Waldron

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Gene Knapp, Member  
District 5, Orcas East