

**SKAGIT COUNCIL OF GOVERNMENTS  
BOARD OF DIRECTORS  
MEETING MINUTES**

Wednesday, September 19, 2018  
Anacortes City Council Chambers  
Anacortes, Washington

**MEMBERS PRESENT**

Mayor Jason Miller, Town of Concrete, Chair; Mayor Laurie Gere, City of Anacortes, Vice-Chair; Mayor Joan Cromley, Town of Hamilton; Mayor Ramon Hayes, Town of La Conner; Commissioner Lisa Janicki, Skagit County; Treasurer Katie Jungquist, Skagit County; Mayor Julia Johnson, City of Sedro-Woolley; Mayor Steve Sexton, City of Burlington; and Commissioner Ron Wesen, Skagit County.

**STAFF PRESENT**

Kevin Murphy, Executive Director; Mark Hamilton, Senior Transportation Planner; and Katie Bunge, Intern.

**MEMBERS OF PUBLIC PRESENT**

Six members of the public attended the meeting.

**MINUTES**

1. Call to Order: Mayor Miller called the meeting to order at 2:48 PM.  
Roll Call: Roll was taken with a quorum present.
2. Public Comment: There were no public comments.
3. Chair's Report: Mayor Miller had nothing to report.
4. Executive Director's Report: Kevin Murphy shared with the Board that the open planning position at SCOG has closed with 27 applications received. SCOG staff will be interviewing candidates in the coming week, with an expected offer for the position in early October. An announcement for the new staff person is expected at the October Board of Directors meeting.
5. Consent Agenda
  - a. Approval of the August 15, 2018 Board of Directors Meeting Minutes
  - b. Approval of Accounts Payable Vouchers and Payroll Certification  
AP voucher batch #124941 and #125162 in an amount totaling \$16,341.57; and payroll certification for August 2018 in the amount of \$26,674.21.  
Mayor Gere moved approval of the consent agenda and Mayor Johnson seconded the motion. The motion carried unanimously.
6. Action Items
  - a. Resolution 2018-05 to Amend Public Records Policy: Kevin Murphy said that the Public Records Policy has not been amended since the Washington State Legislature changed public records requirements. SCOG staff recommends changes to the policy, including clarifying

that SCOG will adopt the Legislature’s fees and costs for records requests, and that the title of Executive Director be included in the policy instead of a specific individual’s name.

Mayor Hayes moved to amend the Public Records Policy as presented. Mayor Gere seconded the motion. The motion carried unanimously.

7. Roundtable and Open Topic Discussion: The Board of Directors discussed participation at the next Board of Directors meeting.
8. Next Meeting: Wednesday, October 17, 2018, 2:00 PM, Burlington City Council Chambers
9. Adjourned: 2:55 PM

Information Items: The Board of Directors were provided with a monthly financial update.

Approved,

\_\_\_\_\_  
Kevin Murphy, Executive Director  
Skagit Council of Governments

Dated: \_\_\_\_\_

\_\_\_\_\_  
Mayor Jason Miller, Town of Concrete  
Board of Directors Chair  
Skagit Council of Governments

Dated: \_\_\_\_\_