

**ISLAND COUNTY COMMISSIONERS - MINUTES OF MEETING
REGULAR SESSION - MAY 6, 2002**

The Board of Island County Commissioners (including Diking Improvement District #4) met in Regular Session on May 6, 2002, at 9:30 a.m. in the Island County Courthouse Annex, Hearing Room, Coupeville, Wa., with Mike Shelton, Chairman, Wm. L. McDowell, Member, and William F. Thorn, Member, present. By unanimous motion, the Board approved and signed minutes from the meetings of April 16, 2002 and April 22, 2002.

VOUCHERS AND PAYMENT OF BILLS

The following vouchers/warrants were approved for payment by unanimous motion of the Board, along with April, 2002 payroll:

Voucher (War.) #123614-123957\$361,330.30
Veterans Assistance Fund: Claim V2-11 approved in the amount of \$575.53 and balance denied

HIRING REQUESTS & PERSONNEL ACTIONS

The Board by unanimous motion, as presented and summarized by Dick Toft, Human Resource Director, approved the following personnel action authorization:

Dept.	PAA #	Description	Position #	Action	Eff. Date
Health	028/02	Env'l Health Spec.	2403.04	Change in Hours	5/6/02 *
				* From .8 to 1.0 FTE through July 2002	

APPOINTMENTS TO VARIOUS BOARDS AND COMMITTEES

By unanimous motion, the Board made the following appointments:

Joint Administration Board for Tourism

Vonda Shieman, replacing Marsha Chatman representing Lodging Industry

2% Lodging Tax Advisory Committee

Vonda Shieman, replacing Marsha Chatman, representing a business collecting the tax

Freeland Sub-Area Planning Committee

Jim Short, Freeland, replacing Helga Johnson

**HEARING SCHEDULED: ORDINANCE #C-34-02 - INCREASING RADIO ACCESS (WIRELESS) LINE E-911
EMERGENCY COMMUNICATION TAX SYSTEM**

By unanimous motion, the Board scheduled a Public Hearing for the purpose of considering Ordinance #C-34-02, an Ordinance Increasing Radio Access (Wireless) Line Enhanced 911 Emergency Communication Tax System for July 8, 2002 at 9:45 a.m. The proposed ordinance would increase the monthly County E911 tax on wireless lines whose place of primary use is Island County, from 25 cents to 50 cents, in accordance with the new limit established by HB 2595 adopted by the Legislature this year. If adopted, the Ordinance would become effective January 1, 2003. The proposal will be a topic of discussion with the Director of I-COM [Island County Emergency Services Communication Center] at the Commissioners June 5th Staff Session.

CLAIM FOR DAMAGES R02-011CD - PUGET SOUND ENERGY

Betty Kemp, Director, GSA/.Risk Management, addressed the Board with respect to recommendation in the matter of Claim for Damages R02-011CD by Puget Sound Energy in the amount of \$2,270. Claimant alleges that a power pole had to be replaced due to County mower cutting through 90% of the pole at ground level. On investigation, the pole in question was not available to inspect, and no pictures were available of the damaged pole. The County Engineer reported it highly unlikely that the pole would have continued to stand up if cut 90% of the diameter, and not likely that a mower operator would cut into a power pole in County right-of-way because of the visibility in day time. Recommendation is that the claim be denied.

By unanimous motion, the Board denied Claim for damages R02-011CD as recommended.

RESOLUTION #C-35-02 AUTHORIZING TEMPORARY CLOSURE OF ISLAND COUNTY HUMAN SERVICES AND ENVIRONMENTAL HEALTH SECTIONS OF THE HEALTH DEPARTMENT - DURING REMODEL

The Board, by unanimous motion, approved Resolution #C-35-02 Authorizing the Temporary Closure of the Island County Human Services and Environmental Health Sections of the Health Department in Order to Move into Temporary Quarters during Courthouse Annex Remodel.

BEFORE THE BOARD OF COUNTY COMMISSIONERS OF ISLAND COUNTY, WASHINGTON

IN THE MATTER OF AUTHORIZING THE)
 TEMPORARY CLOSURE OF THE ISLAND COUNTY)
 HUMAN SERVICES AND ENVIRONMENTAL HEALTH) RESOLUTION C-35-02
 SECTIONS OF THE HEALTH DEPARTMENT IN)
 ORDER TO MOVE INTO TEMPORARY QUARTERS)
 DURING REMODEL)

WHEREAS, the renovation of the Island County Courthouse Annex is nearing and it is anticipated that sections of the Island County Health Department will begin relocating into other temporary quarters beginning May 20, 2002, and

WHEREAS, in order to move into their temporary office space, the Department has requested permission to temporarily close their offices as follows:

<u>Department</u>	<u>Date closed</u>
Human Services	Monday, May 20, 2002
Environmental Health Support and Administration	Tuesday, May 21, 2002
Environmental Health Professional Staff	Wednesday, May 22, 2002

WHEREAS, closing as requested would allow better service to the public by allowing adequate time to move files, telephones and computer systems, necessary in our services to the public; and

WHEREAS, RCW 36.16.100 states that "All county and precinct offices shall be kept open for the transaction of business during such days and hours as the board of county commissioners shall by resolution prescribe; ***NOW THEREFORE***

BE IT RESOLVED, that the Board of Island County Commissioners authorizes the temporary staged closure of the Island County Health Department as shown above during the relocation to temporary quarters.

ADOPTED this 6TH day of May, 2002.

**Board of County Commissioners
 Island County Washington**
 Mike Shelton, Chairman
 Wm. L. McDowell, Member
 William F. Thorn, Member

Attest:
 Elaine Marlow, Clerk of the Board

AGREEMENT RM-SUPCT-02-0040 BETWEEN CATHOLIC COMMUNITY SERVICES, ISLAND COUNTY AND ISLAND COUNTY SUPERIOR COURT ICA 2002-133 GRANT

The Board by unanimous motion approved Agreement #RM-SUPCT-02-0040 between Catholic Community Services and Island County and Island County Superior Court, representing pass-through funds from ICA 2002-133 grant between Office of the Administrator for the Courts and Island County Superior Court 1/1/02 - 12/31/02 under Federal STOP Violence Against Women Act \$39,000 [\$30,000 grant/\$9,000 match], and waived subcontractor solicitation selection competitive solicitation procedure under ICC 2.29.030(B)(12).

PUBLIC INPUT

None.

BID AWARD FOR CONCRETE ASPHALT SUPPLIES MAY 2002 TO MAY 2003

As presented and recommended by Bill Oakes, Public Works Director, the Board by unanimous motion awarded bid for 2002 Concrete Asphalt Supplies for the period from May 2002 to May 2003 under Resolution #C-29-02/R-11-02 call for bids, to Lakeside Industries and Rinker Materials, the lowest overall

bidder.

STATUS: WEST BEACH ROAD PROJECT

In response to Commissioners' request for update on status of West Beach Road, Richard J. Snyder, County Engineer, advised that the ¾" overlay was not properly compacted and Lakeside

has two choices based upon cost: grind it out and put a properly compacted ¾" lift back in, or put a thicker lift over the top, at Lakeside's cost. State DOT representatives will be here May 20th to do more compaction testing. There are four other roads being looked at that appear to have some problems. At this point the offer from Lakeside to pay half of the cost of an overlay on West Beach Road has been rejected and negotiations continue hopefully to be resolved this month. This is a compaction problem; the material as tested meets specs.

BID AWARD – LIQUID ASPHALT SUPPLIES MAY 2002 TO MAY 2003

By unanimous motion, the Board awarded bid for 2002 Liquid Asphalt supplies for the period of May 2002 to May 2003 as recommended by the Public Works Director and County Engineer to MCAshphalt Industries Limited, the lowest bidder, under Resolution #C-30-02/R-12-02 call for bids.

RESOLUTION #C-36-02/R-14-02-APPROVING SPECIFICATIONS AND AUTHORIZING CALL FOR BIDS FOR SHOULDER MOWERS

By unanimous motion, the Board approved Resolution #C-36-02/R-14-02 approving specifications and authorizing call for bids for four new 2002 New Holland TN75D or equivalent, with new heavy duty mid-mount flail mowers, mounted.

**BEFORE THE BOARD OF COUNTY COMMISSIONERS
OF ISLAND COUNTY, WASHINGTON**

IN THE MATTER OF APPROVING	}	
SPECIFICATIONS & AUTHORIZING	}	RESOLUTION #C-36-02
CALL FOR BIDS FOR:	}	RESOLUTION #R- 14-02
Four (4) NEW 2002 New Holland	}	
TN75D or Equivalent with New Heavy	}	
Duty Mid-Mount Flail Mowers, Mounted	}	

WHEREAS, sufficient funds are available in the ROAD/E.R.& R. FUND for the purchase of:
Four (4) or more new 2002 Ford New Holland TN75D Tractors or equivalent, with four (4) or more new heavy duty mid-mount flail mowers, mounted on bidded tractors:

NOW, THEREFORE, BE IT HEREBY RESOLVED that Attachment A, Specifications, is approved as written, and the County Engineer is authorized and directed to call for bids for furnishing Island County with said equipment; **BID OPENING** to be the 30th day of May, 2002 at 10:00 a.m., in the Commissioner's Hearing Room, 1 N.E. 6th Street, Coupeville, Washington.

ADOPTED this 6 day of May, 2002.

**BOARD OF COUNTY COMMISSIONERS
ISLAND COUNTY, WASHINGTON**
Mike Shelton, Chairman
Wm. L. McDowell, Member
William F. Thorn, Member

ATTEST:
Elaine Marlow, Clerk of the Board

QUITCLAIM DEED AND CONSTRUCTION EASEMENT WITH CAMANO ADVENTURE - EAST CAMANO DR./CROSS ISLAND ROAD/ARROWHEAD ROAD

By unanimous motion, the Board accepted Quitclaim Deed from Camano Adventure, A Washington Limited Liability Company, Parcel # 225-2300, Sec. 30, Twp. 32N., Rge. 3E, associated with East Camano Drive/Cross Island Road/Arrowhead Road project under CRP 99-07 Work Order 279, and approved total compensation in the amount of \$7,700.00, and a Construction Easement with compensation in the amount of \$450.00 for the easement, Parcel 225-230, Sec.30, Twp. 32N.,

Rge. 3E.

QUITCLAIM DEED – DANE H. AND CINDY L. PENERY-EAST CAMANO DRIVE/CROSS ISLAND ROAD/ARROWHEAD ROAD

By unanimous motion the Board accepted Quitclaim Deed from Dane H. and Cindy L. Penery, Parcel 261-2300, Sec. 30, Twp. 32N., Rge. 3E, in association with the East Camano Drive/Cross Island Road/Arrowhead Road, CRP 99-07, Work Order 279, and approved total compensation in the amount of \$47,000.00.

QUITCLAIM DEED, CONSTRUCTION EASEMENTS & AGREEMENTS WITH PAT TRABAND FOR EAST CAMANO DR./CROSS ISLAND RD./ARROWHEAD ROAD

By unanimous motion, the Board accepted Quit Claim Deed, Construction Easements and Agreement with Pat Traband, and approved compensation for same, associated with the East Camano Drive/Cross Island Road/Arrowhead Road, CRP 99-07, Work Order 279 as follows:

Quitclaim Deed – Parcel 299-2010, Sec. 30, Twp.32N., Rge.3E., total compensation \$18,400.00

Construction Easement & Agreement, Parcel 299-2010, Sec. 30, Twp. 32N., Rge 3E. with \$100.00 for easement

Construction Easement & Agreement for construction of a new farm access point with compensation being the value of the construction.

QUITCLAIM DEED – STANWOOD CAMANO SCHOOL DISTRICT #401, EAST CAMANO DRIVE/CROSS ISLAND ROAD/ARROWHEAD ROAD

By unanimous motion, the Board approved Quitclaim Deed from Stanwood Camano School District #401 associated with the East Camano Drive/Cross Island Road/Arrowhead Road under CRP 99-07, Work Order 279 for a total of \$12,862.00, Parcel S6590-00-00010-0, Plat of Evergreen Acres Division 1, Lot 10. According to the Public Works Director, the School has already paid \$40,000 towards the project and will eventually pay another \$90,000 once the school is billed back for construction.

OPEN SPACE AND CONSERVATION EASEMENT - STANWOOD CAMANO SCHOOL DISTRICT #401

As an informational item Mr. Oakes noted an Open Space and Conservation Easement for Stanwood Camano School District #401, East Camano Drive/Cross Island Road/Arrowhead Road. The easement amends and supersedes Open Space Conservation Easement recorded under Auditor's file #99017853 by modifying the legal description. This is part of the requirement of development [SEPA, signed by the school for the school and recorded] and places the burden on the School to maintain it as a conservation easement, and excludes right of way for County roads from the easement. There was a construction easement with the original school construction.

Since typically easements are included in the site plan and in order to change the easement the site plan has to be changed as well, there was some uncertainty in this case as to whether or not the County should accept/sign this easement, and Mr. Oakes will research the original easement and conditions on the plat and site plan, establish what the nature of the easement is, and look at what the legal status of that easement is and whether or not additional documentation is required and report back to the Board during a staff session.

PLANS SPECIFICATIONS AND AUTHORIZING CALL FOR BIDS FOR EAST CAMANO DRIVE/CROSS ISLAND ROAD/ARROWHEAD ROAD

No action; hold until after State approval of plans and specifications.

LOCAL AGENCY FEDERAL AID PROJECT PROSPECTUS REVISED AND LOCAL AGENCY AGREEMENT REVISED – CRP 99-07; EAST CAMANO DRIVE/CROSS ISLAND ROAD SIGNAL PHASE NO. 2

The Board, on unanimous motion, approved Local Agency Federal Aid Project Prospectus Revised and Local Agency Agreement Revised, under CRP 99-07; East Camano Drive/Cross Island Road Signal Phase No. 2 revised to reflect current

costs.

CONTRACT/CONTRACT BOND – CAMANO ISLAND PAVEMENT REPAIRS; WORK ORDER NO. 171, S. CURTIS GORDON DBA ISLAND ASPHALT

The Board by unanimous motion approved the contract with S. Curtis Gordon dba Island Asphalt, Freeland, and accepted Contract Bond for Camano Island Pavement Repairs project under Work Order 171 in the amount of \$63,504.00. The County Engineer confirmed that the compaction language in the contract was adequate.

MAIN STREET MARKET LEASE SPACE AGREEMENT #RM-GSA-02-0032

As presented, the Board by unanimous motion approved Main Street Market Lease Agreement RM-GSA-02-0032 for leasing a portion of the building known as the Christensen Building and associated parking thereof [previously occupied by Datum Pacific] in the amount of \$1,732.38/mo. adjusted on the first day of January of each calendar year following the year 2002 as spelled out in the lease agreement.

SERVICE AGREEMENT FOR BIOSOLIDS – MUZZALL RENEWAL CONTRACT

The Board by unanimous motion approved the renewal of Service Agreement for Biosolids for Whidbey Island Septage Treatment Facility between Island County and Muzzall Farms for a five year period.

CERTIFICATE OF GOOD PRACTICE – ISLAND COUNTY ENGINEER

Certificate of Good practice was presented to the Island County Engineer which was approved by resolution of the County Road Administration Board at its meeting on April 18-19, 2002. A Certificate of Good Practice has been transmitted to the State Treasurer on behalf of Island County pursuant to the authority contained in RCW 36.78.090

RESOLUTION #C-37-02/PLG-009-02 AUTHORIZING TEMPORARY CLOSURE OF PLANNING & COMMUNITY DEVELOPMENT DEPARTMENT

By unanimous motion the Board approved Resolution #C-37-02/PLG-009-02 Authorizing the temporary closure of the Island County Planning & Community Development Department in order to move into temporary quarters during remodel of the Annex.

**BEFORE THE BOARD OF COUNTY COMMISSIONERS
OF ISLAND COUNTY, WASHINGTON**

**IN THE MATTER OF AUTHORIZING THE)
TEMPORARY CLOSURE OF THE ISLAND COUNTY)
PLANNING & COMMUNITY DEVELOPMENT) RESOLUTION C-37-02
DEPARTMENT IN ORDER TO MOVE INTO) PLG-009-02
TEMPORARY QUARTERS DURING REMODEL)**

WHEREAS, the renovation of the Island County Courthouse Annex is nearing and it is anticipated that the Island County Planning & Community Development Department will begin relocating into other temporary quarters beginning May 3, 2002, and

WHEREAS, in order to move into their temporary office space on the 400 block of Main Street the Department has requested permission to temporarily close their office on the following date:

<u>Department</u>	<u>Date closed</u>
Planning & Community Development	Friday, May 10

WHEREAS, closing the above department would allow better service to the public by allowing adequate time to organize and open again rather than attempting to work with makeshift systems prone to error or loss; and

WHEREAS, RCW 36.16.100 states that “All county and precinct offices shall be kept open for the transaction of business during such days and hours as the board of county commissioners shall by resolution prescribe; **NOW THEREFORE**

BE IT RESOLVED, that the Board of Island County Commissioners authorizes the temporary closure of the Island County Planning & Community Development Department as shown above during the time of moving into the temporary quarters at 408 N. Main Street, Coupeville, WA.

ADOPTED this 6TH day of May, 2002.

Board of County Commissioners

Island County Washington

Mike Shelton, Chairman
 Wm. L. McDowell, Member
 William F. Thorn, Member

Attest:

Elaine Marlow, Clerk of the Board

ATTACHMENT OF LIENS - FAILURE TO COMPLY WITH ENFORCEMENT EFFORTS REGARDING JUNK STORAGE, ETC., AND NON-PAYMENT OF CIVIL PENALTIES

Phil Bakke, Planning and Community Development Director, presented paperwork with regard to attachment of liens for failure to comply with enforcement efforts regarding junk storage, etc., non-payment of civil penalties in two cases:

COV 715/00 – Maurice & Judy Durand, 355 E. Russell Road, Camano Island, WA 98282, Parcel # R13311-253-0550.

COV 738/00 – Steven Dollarhide, 1916 E. Harbor Sands Lane, Freeland, WA 98249, Parcel #S7080-00-02030-0.

Staff reports for each detailed the exact nature of the violations that have occurred in relationship to these code violation files, on-going for a number of years, both cases where the County has been unable to compel property owners to take corrective action. The liens have been reviewed and are consistent with ICC Chap 17.03, and reviewed by the Deputy Prosecuting Attorney and the Hearing Examiner. If approved and signed by the Board today the liens will be recorded with the Island County Auditor's Office and it will take some separate action on the part of the County to execute the liens.

By unanimous motion, the Board approved liens identified as COV 715/00, Maurice & Judy Durand, 355 E. Russell Road, Camano Island, WA 98282, Parcel # R13311-253-0550 and COV 738/00, Steven Dollarhide, 1916 E. Harbor Sands Lane, Freeland, WA 98249, Parcel #S7080-00-02030-0.

ANNUAL INSPECTION OF THE ISLAND COUNTY CORRECTIONS AND DETENTION FACILITY

At 11:30 a.m. the Board of Commissioners conducted the Annual Inspection of the Island County Corrections and Detention Facility.

BUDGET WORKSHOP

Budget workshop began at 1:00 p.m. to review and discuss how the budget shortfall for 2003 could be addressed within the Current Expense portion of the Public Health Pooling/Alcohol & Substance Abuse/Developmental Disabilities/Mental Health budgets. The workshop was preliminary only and no decisions made. The Budget Director, and several Elected Officials, Appointed Department Heads and staff attended.

Presentation by: Tim McDonald, Health Services Director
Staff: Carol McNeil; Kathy Carpenter; Kerry Clarke-McDonald; Carrie McLachlan; Jackie Henderson
Hand-out: 27-Page Budget Presentation Outline

The Health Department's budget presentation covered the following primary categories:

Overall Health Department Revenue Sources

Grant Revenue	51%
Fee Revenue	31%
Current Expense:	9%
C. Ex. Hydrogeology program	3%
C. Ex. Healthy Baby	2%
M-VET Replacement	2%
Fund Balance	2%

Program Specific Revenue

<u>Grant</u>	<u>Fees</u>	<u>Current Expense</u>	<u>MVET Rplc.</u>	<u>Fund Bal.</u>	<u>Total</u>
		*(a)	*(b)		

Environmental Health Programs					
\$468,982	\$845,111	\$142,548	\$	\$	\$1,456,641
Nursing Programs					
429,004	312,074	342,925	76,701		1,160,704
Assessment/Community Dev Program					
112,606		5,309			117,915
Alcohol/Substance /Abuse Programs					
672,432 *(c)	11,500	13,271			717,203
Mental Health Programs					
56,042	73,000		26,122		155,164
Developmental Disability Programs					
430,384*(d)	73,000		63,873		567,257
Health Administration					
			99,307	15,710	116,523

* Note: Funding in jeopardy

- a) Current Expense Funding - 11% reduction
- b) MVET replacement funding gone 6/30/03
- c) Alcohol Treatment Services \$20,000 cut
- d) Developmental Disabilities \$200,000 July, 2002

2002 Health Budget

S/W/B \$ 2,456,969.00 O&M \$1,676,080.80 Capital \$158,356.50 TOTAL: \$4,291,406.32

Mandates by Program.

General mandates for Local Boards of Health RCW 70.05. Handout provided specific mandates for each health program

Impact of 11% Current Expense

Total Health Pooling Current Expense 2002 \$ 590,089 11% cut: \$64,910

Nursing Programs:	\$ 45,437	
W.I.C.		\$20,000 reduce personnel
Comunic. Disease	\$10,000	reduce personnel/shift to new grant funded program
Maternal Child Health	\$15,437	reduce personnel
Environmental Health	\$18,824	
Food Program	\$12,553	reduce personnel
PACE EH	1,190	reduce professional services
Hydrogeology	5,181	reduce professional services
Assessment \$649	\$ 649	reduce professional services

Alternative to 11% Cut

Apply 4.3% Hydrogeologist fee against Planning Permit revenue to offset 11% cut to Public Health from Current Expense: \$64,842

Should that occur, Mr. McDonald would not recommend that management be shared with the Planning Department believing current management appropriate under the Health Department.

Program Shifts to Community Partners:

- Pursued where appropriate for all programs. Examples of those already completed:
 - Personal Care/COPEs Program
 - HIV/AIDS Case Management
 - W.I.C. – Navy personnel

Improve Technology

- Potential technological improvements to be considered: Digitizing; Environmental Health Database Integration; Nursing Services Client Management System; and Accounting system improvement County-wide.

Credit Cards.

Allow clients to pay fees charged by the County would benefit the County as well as clients:

Reduce the amount of NSF checks

Taxpayers could utilize online access to obtain documents without coming in the office

Increase revenue by providing easier access to services [birth certificates, travel immunizations]

Reduce labor staff hours spent on billing for services

Discussion.

Mr. McDonald, staff members and the Commissioners reviewed and discussed the ideas put forth by the Health Department's presentation. It was not thought that Island County's "Rural County" designation would provide any funding that would benefit public health.

Follow-up issues:

- Credit cards: get information on what other Washington counties do
- Technological improvements –
 - look into Eagle Cris plus recording system in use by the County now;
 - Health should be a participant in the Technology Committee
 - look into IDS system capabilities [Central Services - Diana Vaughan]
- Mandates: how many are paid for?
- Chairman will obtain copy of a legal opinion regarding interpretation of unfunded mandates claim by deputy prosecutor for King County.

There being no further business to come before the Board at this time, the meeting adjourned at 2:30 p.m. The Board will meet next in Special Session on May 7, 2002 at 9:30 a.m. for a budget workshop session.

**BOARD OF COUNTY COMMISSIONERS
ISLAND COUNTY, WASHINGTON**

Mike Shelton, Chairman

Wm. L. McDowell, Member

William F. Thorn, Member

ATTEST:

Elaine Marlow, Clerk of the Board