

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING  
APRIL 23, 2007**

The Board of Island County Commissioners convened in Regular Session, at 11:00 a.m. on April 23, 2007, for a Roundtable with Elected Officials and Appointed Department Heads, held in the Board of County Commissioners Hearing Room (Room #102B), Annex Building, 1 NE 6<sup>th</sup> Street, Coupeville, Wa. Other topics for the regular session followed at 1:30 p.m. as shown on the agenda. Mike Shelton, Chairman, Wm. L. McDowell, Member, and John Dean, Member, were present.

**ROUNDTABLE WITH ISLAND COUNTY  
ELECTED OFFICIALS AND APPOINTED DEPARTMENT HEADS**

**Elected Officials and Appointed Department Heads Attending:**

Greg Banks	Mark Brown	Cathy Caryl	John Dean	Dan Sherk
Betty Kemp	Larry Larson	Elaine Marlow	Dave Mattens	Suzanne Sinclair
Mac McDowell	Don Meehan	Mike Merringer	Bill Oakes	
Mike Shelton	Bill Oakes	Linda Riffe	Mike Shelton	

**Others:**

Kerry Graves	Stan Bradshaw
Diane Kendy	

**Fire Alarm Protocol**

It was pointed out during the last Roundtable that in the case of a fire alarm it is important that the building be fully evacuated by everyone, and not re-entered until deemed safe. Working with GSA on developing a protocol; research is being done, talking points developed and minor suggestions made. Once completed, will forward for the Board's review and consideration to transmit to all County Elected Officials and Appointed Department Heads.

**Presentation by Central Services**

Ms. Caryl introduced Stan Bradshaw who gave a short but very informative power point presentation to provide a general idea/overview of what Central Services does for the County.

*[copy on file with the Clerk of the Board]*

**General Round Table Discussion**

Assessor. Board of Equalization (BOE) received approximately 1100 appeals; at this point close to being 45% complete. There were 211 rejections due to incomplete petitions. Over 70% complete with revaluations with the goal of completion by the end of the month or middle of next month and begin on land revaluation. New full-time permanent employee now hired in segregations position; looking at investigating hiring a full time temporary to help the reduce back log.

Auditor. Some office moving underway. Work in process associated with the up-coming May 15 special election. Domestic Partnership bill passed to be effective July 22, set up through the Secretary of State's Office.

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Budget Director. The last of the financial and H.R. systems demonstrations was Friday. All four systems have a lot to offer. Next step is to narrow down the field to one or two candidates and Moss-Adams will help lead the County through that process.

Central Services. Rick Lawler has been hired to replace Chris Nelson. With Rick in place, the Department is able to take advantage of the web-development talents of Michael Hastings.

Commissioners. Significant Legislative action from a financial point of view was passage and signature by the Governor on sales tax streamlining which will be of significant financial benefit to Island County. Underscore the need to communicate between departments. Probably not using the newsletter as well as could be for update purposes within departments

GSA. Lee McFarland is temporarily on board for the next six weeks to provide assistance with Parks and Open Space until a permanent replacement for Terri Arnold can be found.

Juvenile Court Services. The Governor signed the Bill separating Island and San Juan Superior Court.

Public Works. Spring brings County and State road projects. The largest project on Whidbey is the State Highway 20 project south of Oak Harbor “Scenic to Sidney” project. The largest project on Camano Island is the County’s Camano Hill Road project, east-west across the island all the way from East Camano to West Camano, and will probably take two construction seasons before done.

Sheriff. Replacement deputy hired on Camano Island and should be coming on board very soon.

Treasurer. Tax season; first half taxes due April 30. Treasurer Riffe was honored recently by appointment to the State Local Government Pool Advisory Board for a three-year term beginning May.

*Roundtable adjourned at 11:35 a.m. Inasmuch as May 28, 2007 is a holiday, the next Roundtable is scheduled for June 25, 2007 at 11:00 a.m.*

The Board of Island County Commissioners (including Diking Improvement District #4) met at 1:30 p.m.. considering items contained on the agenda. The meeting opened with the Pledge of Allegiance. By unanimous motion, the Board approved the minutes of previous meetings: April 9, 2007 and April 16, 2007 regular sessions.

**VOUCHERS AND PAYMENT OF BILLS**

The following vouchers/warrants were approved for payment by unanimous motion of the Board:

Voucher (War.) #260739-261016 ..... \$505,513.86.

**HIRING REQUESTS & PERSONNEL ACTIONS**

As presented by Larry Larson, Human Resources Director, the Board by unanimous motion approved the following personnel action authorization:

<u>Department</u>	<u>PAA #</u>	<u>Description</u>	<u>Position #</u>	<u>Action</u>	<u>Eff. Date</u>
GSA	043/07	Parks Supt., Temp	1501.01	New Position	4/23/07

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<b>Health</b>	<b>044/07</b>	<b>PHC Tobacco Program .6 FTE</b>	<b>2408.05</b>	<b>Replacement</b>	<b>4/23/07</b>
<b>Juvenile</b>	<b>045//07</b>	<b>Secy/Adm. Asst. .5 FTE</b>	<b>1403.01</b>	<b>Personnel</b>	<b>4/23/07</b>
<b>Juvenile</b>	<b>046/07</b>	<b>Secy/Adm. Asst. .5 FTE</b>	<b>1403.03</b>	<b>Replacement</b>	<b>4/23/07</b>
<b>Juvenile</b>	<b>047/07</b>	<b>Bus./Office Manager</b>	<b>1403.00</b>	<b>Personnel</b>	<b>4/23/07</b>
<b>Public Works</b>	<b>048/07</b>	<b>SW Attendant I-Camano .4 FTE</b>	<b>2249.14</b>	<b>New Position</b>	<b>4/23/07</b>

**STAFF SESSION SCHEDULE ISSUED FOR MAY, 2007**

By unanimous motion the Board approved the May, 2007 Staff Session Schedule outlining regular staff sessions to be held on May 2 and 16, 2007 beginning at 9:00 a.m.

**APPOINTMENTS AND/OR RE-APPOINTMENTS TO VARIOUS BOARDS AND COMMITTEES**

By unanimous motion the Board made the following appointments and reappointments:

**Ebey's Landing National Historical Reserve Trust Board**

Appointed Fran Einterz, Oak Harbor, Position No. 4  
Term Expires: October 1, 2011

**Island County Water Resource Advisory Committee (WRAC)**

Reappointed Sherwood Minckler, Oak Harbor  
Term Expires: May 17, 2011

**Mental Health Advisory Board**

Appointed TerryAnn Gallagher, Coupeville  
Term Expires: April 1, 2010

Mark Price, the new Reserve Manager for Ebey's Landing, was on hand to introduce himself and thank the Commissioners for their support of the Trust Board and Reserve efforts.

**RESOLUTION #C-47 -07 - PROCLAIMING MAY 13-19, 2007 AS ISLAND COUNTY LAW ENFORCEMENT WEEK AND MAY 28, 2007 AS ISLAND COUNTY LAW ENFORCEMENT MEMORIAL DAY**

Mark Brown, Island County Sheriff, presented for the Board's approval a proclamation to proclaim May 13-19, 2007 as Island County Law Enforcement Week and May 28, 2007 as Island County Law Enforcement Memorial Day. The Sheriff noted that 2007 also marks the 20<sup>th</sup> year anniversary of the tragic deaths of Island County deputies William J. Heffernan and John R. Saxerud and on May 15, 2007 at 1:00 P.M., a special memorial ceremony will be held at the flag esplanade, Coupeville Courthouse Annex, to remember and honor those fallen deputies.

By unanimous motion, the Board adopted Resolution #C-47-07 Proclaiming May 13-19, 2007 as Island County Law Enforcement Week and May 28, 2007 as Island County Law Enforcement Memorial Day.  
[Resolution on file with the Clerk of the Board]

**RESOLUTION #C- 48-07 APPROVING AND AUTHORIZING CALL FOR BIDS FOR TITLE REPORTS FOR THE 2007-2008 TAX FORECLOSURE**

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As presented and recommended by Linda Riffe, Island County Treasurer, the Board by unanimous motion approved Resolution #C-48-07 In The Matter Of Approving And Authorizing Call For Bids For Title Reports For The 2007-2008 Tax Foreclosure. Bid award is scheduled to occur at the Board meeting on May 21, 2007 at 9:45 a.m. [*Resolution on file with the clerk of the Board*]

**CONTRACT #HD-20-07 (RM-HLTH-07-0057) WITH GLATTING JACKSON KERCHER  
ANGLIN FOR WALKABLE COMMUNITIES WORKSHOPS**

Contract #HD-20-07 (RM-HLTH-07-0057) with Glattig Jackson Kercher Anglin for Walkable Communities Workshops, providing four workshops and assessment report on findings for four South Whidbey communities, in the amount of \$8,000.00 was approved by unanimous motion of the Board, as transmitted under cover memorandum dated April 18, 2007 from Tim L. McDonald, Health Services Director.

**APPROVAL OF DESIGNATED MENTAL HEALTH PROFESSIONAL AND  
DESIGNATED CRISIS RESPONDER**

The Board by unanimous motion approved Melvin Coplin, MA MHP, as County Designated Mental Health Professional and Designated Crisis Responder.

**HEARING SCHEDULED: RESOLUTION #C-49-07 AMENDING THE ISLAND  
COUNTY BUDGET**

As recommended by the Budget Director, Elaine Marlow, the Board by unanimous motion scheduled a public hearing on resolution #C-49-07, Amending the Island County Budget, for May 14, 2007 at 9:55 a.m.

**CLOSING DOCUMENTS APPROVED FOR BRAINERS ROAD AND GLENDALE  
CREEK - PROPERTIES TRANSFERRED TO ISLAND COUNTY UNDER  
WASHINGTON STATE TRUST LAND TRANSFER PROGRAM**

By unanimous motion, the Board ratified action taken at the April 18, 2007 Staff Session approving the Closing documents for Brainers Road and Glendale Creek properties transferred to Island County under Washington State Trust Land Transfer Program.

**APPROVAL OF PERSONAL SERVICES CONTRACT WITH KRIS WILTSE DBA  
POPEYE DESIGN RM-WSU-07-0049**

The Board by unanimous motion approved (corrected from April 2, 2007) Personal Services Contract with Kris Wiltse dba Popeye Design RM-WSU-07-0049, Phase A – completion date 6/30/07 and Phase B completion date 6/30/08 with contract in the amount of \$12,350.00

**ORDINANCE #C-50-07/R-19-07 – CLOSURE OF A PORTION OF MARK STREET**

As presented and recommended for approval by Bill Oakes, Public Works Director, the Board by unanimous motion approved Ordinance #C-50-07/R-19-07 In The Matter of Closure of A Portion of Mark Street Located in Section 20, Township 32 North, Range 1 East, W.M. in conjunction with

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Washington State Department of Transportation improvements to SR 20 from Sidney Street to Scenic Heights Road. *[Ordinance #C-50-07 on file with the Clerk of the Board]*

**CONSULTANT AGREEMENT #PW-0720-22 - W&H PACIFIC - GEODETIC CONTROL & AERIAL ORTHOIMAGERY PROJECT**

The Board by unanimous motion authorized the Chairman's signature on Consultant Agreement PW-0720-22 with W&H Pacific, Inc. for Geodetic Control & Aerial Orthoimagery project for all of Island County, with maximum amount payable \$330,500.00, and a completion date of December, 2007, once Risk Management and County legal review have been completed.

**QUIT CLAIM DEED AND VOUCHER APPROVED FOR CAMANO HILL ROAD IMPROVEMENT - CRP 02-04, WORK ORDER NO. 176**

By unanimous motion the Board approved Quit Claim Deed between Island County and Dennis M. & Robyn M. Candelaria, associated with the Camano Hill Road Improvement project CRP 02-04, Work Order No. 176 for Parcel R23111-014-2020; \$83,270.00 (\$11,400.00/land, \$2,100.00/landscaping/\$23,900.00/fences/gardens/screening; \$45,870.00/administrative settlement), and authorized Real Property Voucher – Authorization for Property Acquisition per Real Property Acquisition & Right-of-Way Procedures (C-46-03/R-16-03).

**PURCHASE ORDERS APPROVED**

Based upon the recommendation of approval from Mr. Oakes, the Board by unanimous motion approved the following purchase orders:

Purchase Order #8260 - Watkins Trucking & Excavation, Inc., Grinding of Brush Pile at Rocky Point Pit/Camano Island in the amount of \$5,848.20 (incl. WSST).

Purchase Order #8261 – C&S Construction; Grinding of Brush Piles at Whidbey Island Pit Sites in the amount of \$13,716.00 (incl WSST).

**AMENDMENT NO. 1 - INTERLOCAL AGREEMENT WITH FREELAND WATER AND SEWER DISTRICT**

By unanimous motion, the Board approved Amendment No. 1 (RM-PLA-07-0037) to Interlocal Agreement between Island County and Freeland Water and Sewer District, representing an increase of funding by \$91,800.00. *[GMA #9296]*

**CONTRACT – PAULES MCGRATH LLC; CAMANO ISLAND TRANSFER STATION EMPLOYEE OFFICE WITH RESTROOM**

A Contract between Island County and Paules McGrath LLC for the Camano Island Transfer Station employee office with restroom, in the amount of \$50,626.78 (incl WSST) was approved by unanimous motion of the Board *[RM-SW-07-0056]*.

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**HEARING SCHEDULED: RESOLUTION #C-51-07/R-20-07 - PETITION OF  
STANWOOD SCHOOL DISTRICT FOR THE VACATION OF AN UNNAMED COUNTY  
ROAD RIGHT-OF-WAY**

The Board by unanimous motion, scheduled a Public Hearing on Resolution #C-51-07/R-20-07 In the Matter of the Petition of Stanwood School District for the Vacation of an Unnamed County Road Right-of-Way located in Section 35, Township 32 North, Range 2 East, W.M. at Special Session on May 22, 2007 at 3:00 p.m. at the Camano Multipurpose Center, 141 N.E. Camano Drive, Camano Island, WA.

**OPEN RECORD APPEAL HEARING SCHEDULED: APPEAL OF ADMINISTRATIVE  
DETERMINATION – AITONEAN SHORT PLAT NO. SHP 206/06**

By way of letter to Elaine Marlow, Clerk of the Board, dated March 26, 2007 from Loren D. Combs, Attorney for Ioan and Maria Aitonean, McGavick Graves, Attorneys at Law, the Board received the Statement of Appeal of Administrative Determination for Aitonean Short Plat No. SHP 206/06 pursuant to ICC 16.19.190.A.2. A more comprehensive statement setting forth in detail the alleged errors and/or basis for appeal was submitted on April 19, 2007.

By unanimous motion, the Board scheduled an open record appeal hearing on the Appeal of the Administrative Determination on Aitonean Short Plat No. SHP 206/06 to be held at Special Session May 22, 2007 at 3:30 p.m. at the Camano Multipurpose Center located at 141 N.E. Camano Drive, Camano Island, WA.

There being no further business to come before the Board at this time, the meeting adjourned at 2:20 p.m. The next regularly-scheduled meeting will be held on May 7, 2007, beginning at 9:30 a.m. [No meeting scheduled April 30, 2007, a fifth Monday]

BOARD OF COUNTY COMMISSIONERS  
ISLAND COUNTY, WASHINGTON

\_\_\_\_\_  
Mike Shelton, Chairman

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Wm. L. McDowell, Member

\_\_\_\_\_  
John Dean, Member

ATTEST:

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Elaine Marlow, Clerk of the Board