

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING  
APRIL 28, 2008 – REGULAR SESSION**

The Board of Island County Commissioners convened in Regular Session at 11:00 a.m. on April 28, 2008 for a Roundtable with Elected Officials and Appointed Department Heads, held in the Board of County Commissioners Hearing Room, Annex Building, 1 NE 6<sup>th</sup> Street, Coupeville, Washington. Other topics for the Regular Session as shown on the agenda followed at 2:00 p.m. John Dean, Chairman, Phillip Bakke, Member, and William L. McDowell, Member, were present.

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

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

Phil Bakke	Sharon Franzen	Mac McDowell
Greg Banks	Jackie Henderson – <i>Absent</i> <i>Beth Plush attended in her stead</i>	Don Meehan
Robert Bishop – <i>Absent</i>	Keith Higman	Mike Merringer
Mark Brown	Betty Kemp	Bill Oakes – <i>Absent</i> <i>Randy Brackett attended in his stead</i>
Cathy Caryl – <i>Absent</i>	Larry Larson	Linda Riffe
Sheilah Crider	Elaine Marlow	Dan Sherk
John Dean	Dave Mattens	Jeff Tate

**Others:**

Martha Rose – Island Transit  
Mary Hobbs – Island Transit

**Presentations**

**Human Resources – Training Opportunities**

- Island County invited to attend an ADA accommodation training for managers and front-line supervisors sponsored by the City of Oak Harbor, the State, and the Department of Social and Health Services; morning and afternoon sessions on May 22, 2008 in Oak Harbor. Please advise Mr. Larson if there is interest to attend.
- Customer service training scheduled for July 31, 2008 again with morning and afternoon sessions available. The training is designed more for people on the front-line involved with customer service interaction.

**Island Transit – Bus Schedule**

Ms. Rose attended Roundtable to heighten awareness of the difficulties encountered by employees with the current bus schedule and the effort by Island Transit to address those issues. “Dead-head” buses are available at 2:00 p.m., 3:00 p.m., and 4:00 p.m. in Coupeville; those buses travel from one point directly to the ferry without picking up riders along the way. The hope with “dead-head” buses is that Transit can attempt to change some people’s travel patterns by getting more people on those three buses thereby lessening the number of stops in pick-ups and drop-

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offs. Currently there is no 5:00 p.m. “dead-head” bus. All things perfect employees should be at the same bus stop location by 4:25 p.m.

General Roundtable Discussion

Assessor

About to finish in record time physical inspection of Area 3, Greenbank and Freeland. Will begin land and new construction in June so continuing to make progress.

Auditor

- Top two primary issue continues to evolve.
- Will be prepared by filing week with everything in place, including the new and accepted forms.
- Secretary of State combined a group of legal minds and others to prepare a cursory draft of the candidate filing form which has changed twice in the past week with more changes expected. Will do everything possible to ensure that Island County is not the test case so if there is a standardized form for the ballot, that form is what will be used. Will provide copies of the ultimate document to the Prosecutor and Board for review just to make certain that Island County is not the unsuccessful one in meeting the mandate.
- Still struggling through the accounting situation; were able to bring someone on board which helped.

Budget Director

- Busy working with SunGard Bi-Tech to install new accounting/HR systems. SunGard will be on-site the middle of May to begin the planning process; tentative go-live dates are December 1, 2008 for the core financials and beginning of 2009 for HR and payroll, a busy 18 months to two years. Any concerns or ideas about the system should be directed to Ms. Marlow or Diana Vaughn.
- Budget worksheets will be distributed the second week in July, due back to the Budget Director about August 15, with budget workshops beginning in September. Financially it is a tough year for counties in general. Skagit reported an expected 10% down-turn in sales taxes with overall revenue off by 20-30% for 2008 with no positive up-turn anticipated in 2009; Cowlitz said that by 2010 it believes it will be out of reserves; King County and Seattle also reported budget woes. This means for Island County a tight budget year for 2009. The Board has set aside adequate reserves but how those reserves will fit in to next year is still unknown because sales tax revenue remains unknown. Treasurer uncertain what will happen in 2009 with interest revenue, a substantial sum for the general fund. Probably will not have much money available, if at all, for supplemental requests.

Clerk

- The Court Calendar Planning Committee consisting of the Clerk, Prosecutor, Court Administrator, and Juvenile Court Services is working to re-arrange certain court calendars in an effort to address, among other things, the implementation of the Family Therapeutic Court.

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- Not losing an employee after all, as originally thought.

Commissioners

Oak Harbor requested changes to the Island County Council of Governments (COG) Sustainability Resolution so the Chairman will send out the revised version from Oak Harbor with a request that Elected Officials and Department Heads review and comment. The Chairman will pass along to COG those changes and comments. The plan is that COG will draft the document, it will be adopted at the local jurisdictions first, then adopted by COG with the hope that the Fire and Hospital Districts and other small taxing districts will also sign on to it. Commissioner McDowell mentioned it was previously agreed that the *WHEREAS* clauses should be more specific to Island County and possibly cities rather than U.S. wide.

Facilities/Maintenance

- Utility charges continue to be high with Administration Building expense at about 4 thousand a month; Law and Justice Building at about 6 thousand; and 18 thousand for the Annex Building and jail. A reminder, in an effort to lower utility costs, to unplug unnecessary equipment; that is, space heaters, personal equipment, coffee machines, coffee warmers, and special lights.
- Will start summer boiler maintenance in May so systems will be turned off for about a week or so for service. Will advise beforehand.

Health

Mr. Higman continues to adjust to life as Health Services Director; has not yet moved into his new office.

Planning and Community Development

In about 3-4 weeks Planning will be sending out a county-wide flyer advising that the Wetland Ordinance will go into effect July 1.

Prosecutor

- Will present for Board consideration approved contract for purchase of a new case management system. The hope is that the new system will be up and running by October which will afford the opportunity to work more electronically without the need for much manual data entry. Discovery will be available electronically to opposing attorneys and police will have access to the Prosecutor's subpoena system; a secure method to determine whether a trial or hearing will take place. All positive changes in the way the office conducts business.
- The issue of the challenges to the state toxicology lab continue to impact the office. To explain, the toxicology lab is a branch of the State Patrol that tests bodily fluids and also conducts the state breath test program; the challenges are stemming from DUI cases. There was a ruling recently in the Prosecutor's favor in a challenge brought before the local District Court. Defense attorneys continue to craft lengthy-page challenges and filing them in courts around the state; King County has effectively shut down its entire

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breath test system. The same challenge is also being brought in Superior Court, in two vehicular homicide cases, and those cases will be heard May 20-24, 2008.

- A recent statute has eliminated the ability of Court Commissioners to hear criminal jury trials; something the local District Court relies upon with one full time judge and one full time Court commissioner, who split their duties evenly.
- WAPA's Judicial Evaluation Committee has completed its evaluation of nine judges who are running for Court of Appeals and Supreme Court seats. Published results in approximately three weeks.
- Request that any "abusive" public records requests be reported to the Prosecutor. WAPA is working toward legislation that would limit liability to counties and provide some sort of remedy for such requests. An "abusive" request is designed to abuse the government and not serve any useful purpose.

*Follow-up:*

Look into whether new statute prohibits Court Commissioner in Superior Court from hearing termination of parents' rights.

Sheriff

- Hired new deputy who will attend the academy in November; losing valued and much needed female corrections deputy.
- Officer Covert injured, badly bruised, but recovering well.
- Sex offender meeting scheduled for April 30, anyone interested is encouraged to attend. A Level III sexual offender, highly likely to re-offend, will be homeless in Island County in an area not only in the vicinity of the victim but also the witness. Through legislative means trying to solve issues stemming from Senate Bill 6157 that says offenders will return to county origin of first felony conviction. The offender had arranged for a place to stay in Snohomish County but because the location is not a sponsoring agency or family member he was given \$40 instead and put on the street in Island County where he does not want to be. No connection to Island County other than being stationed here for a period of time then arrested and charged. He was tried for several offenses but convicted of only one and the Prosecutor is now asking the Court to impose additional conditions because of his status, a hopeful way for better control.

Treasurer

- Attended a State Investment Advisory Board meeting where discussion ensued about interest rates and other issues. There is a current downturn but an upswing is anticipated in latter second half of 2009. Some County investments, because Treasurer laddered two years out, are maturing this year. Because reinvesting at a lower interest rate will yield lower returns trying to mitigate that problem by investing in certificates of deposit and the LGIP as those rates continue to beat bond rates at this point.
- Tax season in full swing. With more payments being received now on-line productivity is enhanced.
- Chief Deputy still out on emergency medical leave and that, together with the problem of finding qualified help, continues to leave the office short-staffed and busy.

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**EXECUTIVE SESSION ANNOUNCED**

Chairman Dean announced that the Board would meet in Executive Session at 11:55 a.m. for approximately 30 minutes as allowed under RCW 42.30.110 (1)(g) to review the performance of a public employee. The Executive Session would take place in Conference Room #218 of the County Administration Building and the Chairman did not expect an announcement afterwards in open public session.

The Board of Island County Commissioners met in Regular Session on April 28, 2008 beginning at 2:00 p.m. in the Board of County Commissioners Hearing Room (Room # 102B), Annex Building, 1 N.E. 6<sup>th</sup> Street, Coupeville, Washington. John Dean, Chairman, Phillip Bakke, Member, and William L. McDowell, Member were present. The meeting began with the Pledge of Allegiance.

**CONSENT AGENDA**

By unanimous motion the Board approved the Consent Agenda as follows:

**ELECTRONIC FUND TRANSFERS, VOUCHERS, PAYMENT OF BILLS**

Vouchers (War) #s 286278-286573.....	\$289,569.85
Electronic Fund Transfers.....	\$ 265.74

**MISCELLANEOUS**

Minutes from Previous Meetings  
Regular Session: April 21, 2008

Staff Session Agenda  
Regular Sessions May 7 and 21, 2008

**GSA EMERGENCY MANAGEMENT**

Amendment A to Contract with Washington State Military Department for US Department of Homeland Security Grant; amendment incorporates the salary cap for personnel costs established by the State EMD and adjusts the detailed budgets with no change to the overall contract award. (RM-DEM-07-0005)

**GSA MOTOR POOL**

Purchase Order No. 8859 to Setina Manufacturing Co., Inc. to equip new patrol cars with partitions and push bumpers. Amount: \$11,548.65, including freight and tax. (RM-SHER-08-069)

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**HUMAN RESOURCES**

Personnel Action Authorizations

<u>Department</u>	<u>PAA #</u>	<u>Description</u>	<u>Position #</u>	<u>Action</u>	<u>Eff. Date</u>
Planning & Community Development	074/08	Planning Intern – Temp	1600.04	New Position	04/28/08
	075/08	Planning Intern – Temp	1600.05	New Position	04/28/08
	076/08	Planning Intern – Temp	1600.06	New Position	04/28/08
	077/08	Planning Intern – Temp	1600.07	New Position	04/28/08

**PLANNING AND COMMUNITY DEVELOPMENT**

Resolution C-47-08 (PLG-006-08) In the Matter of a Resolution that Amends Appendix 1 of the Salmon Recovery Plan as it Pertains to Local Criteria for Ranking Grant Projects. *(Resolution on file with the Clerk of the Board) (GMA No. 9822)*

**PUBLIC WORKS**

County Roads

Renewal of Adopt-A-Road Litter Agreement with Genuine Cedarflex; Ewing Road from Maxwellton Road to Bayview Road.

Adopt-A-Road Litter Agreement with Whidbey Audubon Society; West Beach Road from one mile north of Hastie Lake Road to one mile south of Hastie Lake Road

**LIQUOR LICENSES**

Special Occasion Liquor License No. 363790 by the Greenbank Farm Management Group for a special occasion to be held May 24-26, 2008 from 9:00 a.m. to 9:00 p.m. at the Greenbank Farm/Red Barn-Enclosed area, 765 Wonn Rd., Greenbank, WA

**PUBLIC HEARINGS**

**HEARING HELD: ORDINANCE C-33-08/R-10-08 REGULATING SPEED LIMIT ON LANGLEY ROAD AMENDING ISLAND COUNTY CODE TITLE X, CHAPTER 10.01**

At 2:25 p.m. a Public Hearing was held to consider Ordinance C-33-08/R-10-08 Regulating Speed Limit on Langley Road Amending Island County Code Title X, Chapter 10.01.

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Randy Brackett, Assistant County Engineer, identified the location of the road as being in the section of Langley Road from a point of 100 feet north of Maxwelton Road to Sandy Point Road and the proposal is to change the speed limit to 45 miles per hour. The County Engineer is recommending approval and the request is in conformance with the speed study.

The Chairman opened the public comment portion of the hearing and there being none public comment was closed.

Commissioner McDowell moved to approve Ordinance C-33-08/R-10-08 Regulating Speed Limit on Langley Road Amending Island County Code Title X, Chapter 10.01, seconded by Commissioner Bakke with comment.

Commissioner Bakke reminded Mr. Brackett that the County Engineer committed to another speed study once the fairground road is opened and traffic is flowing in the area.

By unanimous motion the Board approved Ordinance C-33-08/R-10-08 Regulating Speed Limit on Langley Road Amending Island County Code Title X, Chapter 10.01.

**COMMISSIONERS COMMENTS AND ANNOUNCEMENTS**

By unanimous motion the Board approved Proclamation Resolution C-48-08 Proclaiming May 11-17, 2008 as Police Week and May 26 as Peace Officers Memorial Day.

There being no further business to come before the Board the meeting adjourned at 2:26 p.m. The Board will meet next in Regular Session on May 5, 2008 beginning at 10:00 a.m.

BOARD OF COUNTY COMMISSIONERS  
ISLAND COUNTY, WASHINGTON

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John Dean, Chairman

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Phillip Bakke, Member

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Wm. L. McDowell, Member

ATTEST:

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Elaine Marlow, Clerk of the Board