

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

The Board of Island County Commissioners convened in Regular Session at 11:00 a.m. on July 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 6th 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 – <i>Absent</i> | Mac McDowell |
| Greg Banks – <i>Absent</i> | Jackie Henderson | Don Meehan – <i>Absent</i> |
| Robert Bishop – <i>Absent</i> | Keith Higman | Mike Merringer |
| Mark Brown | Betty Kemp | Bill Oakes |
| Cathy Caryl | Larry Larson | Linda Riffe – <i>Absent</i> |
| Sheilah Crider | Elaine Marlow | Dan Sherk – <i>Absent</i> |
| John Dean | Dave Mattens | Jeff Tate - <i>Absent</i> |

Others in attendance:

Gaylynn Beighton
Justin Burnett

Presentations:

Foot Ferry – Coupeville to Camano Island

Hand-out: Island County Ferry Study

Chairman Dean indicated that the Port of Coupeville has expressed interest in a foot ferry running between Coupeville and Camano Island. The Port contacted the County asking about a 1995 study in which the County looked at how many personnel make the trip on a regular basis and what the cost savings could be if there was an available ferry. Department Heads and Elected Officials were asked to keep in mind that any potential savings they report from the availability of a foot ferry would be looked at as a source of funds to finance the County's portion of any partnership with the Port. Public Works, through Mike Morton, will update the 1995 study and report at a future roundtable meeting.

Follow-up: Public Works to provide updated study

Worker Injury L & I Claims

Hand-out: Excerpt from Safety Manual:
"X. Island County Incident and Accident Reporting Procedure"

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

Ms. Kemp reminded everyone to immediately report any on-the-job injury to Risk Management. Risk Management can then, without delay, act on the claim. She encouraged review of the safety manual procedure for incident and accident reporting.

Roundtable Discussion

Assessor

- Thank you to all involved for the Assessor's office special recognition.
- Beyond 30 days into a 60-day appeal period; appeals end August 25, 2008.

Auditor

Continuing with day-to-day operations in a timely fashion.

Central Services

- Recently finished interviews for a senior computer tech position. Only seven applications were received and the position remains open and will remain open until filled. One good prospect who will return for another interview.
- County Picnic Update: Many have volunteered for the dunk tank; Commissioner Bakke will emcee and can provide a large grill; 200 (including families) planning to attend; organizational meetings continue.
- Reminder to shut down at night all equipment.
- If UPS package received for another department please phone that department to advise of delivery. If UPS must take and re-deliver a package additional fees will be imposed.

Commissioners

Looking forward to the County picnic on August 23; thanks to everyone who is putting it together.

General Services Administration

- Involved with Board of Equalization
- Burn ban in effect

Health

Continuing involvement in the Pertussis outbreak, 71 reported cases for a disease that the Health Department typically sees less than five a year. Busy addressing continuing community concerns and will re-evaluate future communications with the public and media during times of crises. The number of cases seems to be lessening. Regardless, adults and children alike are encouraged to be immunized.

Human Resources

- Reminder of Customer Service Training July 31.
- Meetings about Flexible Spending Accounts August 28

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

- Received first request for Military Family Leave under the new policy wherein State of Washington is allowing 15 days time off without pay if a spouse is on pre-deployment or mid-deployment. The written policy is still being reviewed by legal so if any new requests received contact Human Resources for direction.

Human Services

Recently awarded a Housing Transition Grant from CTED providing six temporary housing units for people coming out of jail, prison, inpatient chemical dependency treatment, and/or mental health inpatient treatment. The grant was applied for in conjunction with the Island County Housing Authority. The program will begin about October or November, individuals may stay in the housing for up to a year, and case manager(s) will be hired.

Public Works

- Opened bids for the Rhododendron Trail, south extension of the Kettles Trail. The low bid is under the Engineer's estimate with construction beginning in the fall.
- Tesoro indicated that as of close of business on Friday (7/25) it will no longer produce liquid asphalt. Tesoro is one of two manufacturers of the material in Western Washington and with there being a low supply, and what is available being very expensive, Public Works may need to scale back project work. Tesoro claims reason is economics.

Sheriff

Primary focus remains on Colton Harris-Moore issue on Camano. Continuing to actively use available and borrowed resources to attempt to solve a very complex problem.

Superior Court/Juvenile Court Services

- Superior Court trials extremely busy this year with numbers already exceeding that of last year.
- Interviewed for on-call bailiff position and selection has been made.
- Channing Gredvig hired as Drug Court Coordinator so will need to fill his prior position.

Roundtable adjourned at 11:30 a.m. The next Roundtable is scheduled for August 25, 2008 at 11:00 a.m.

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

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

CONSENT AGENDA

By unanimous motion the Board approved the Consent Agenda as follows with the exception of item 12 *Schedule Public Hearing: 413/07 PBR, Applicants Phil & Rita Matthes request that 12.30 acres of their 12.67 acres of property, Parcel R13115-027-2830 be classified into the Public Benefit Rating System current use program* pulled from the Agenda and item 7, PAA 122/08 moved to the Regular Agenda for consideration:

ELECTRONIC FUND TRANSFERS, VOUCHERS, PAYMENT OF BILLS

| | |
|--------------------------------------|--------------|
| Vouchers (War) #s 292589-292890..... | \$412,512.19 |
| Electronic Fund Transfers..... | \$ 575.00 |

MINUTES OF PREVIOUS MEETINGS

| | |
|------------------------|---------------------------|
| Special Sessions | July 14 and 21, 2008 |
| Regular Sessions..... | July 10, 21, and 23, 2008 |

STAFF SESSIONS

Regular staff sessions scheduled August 6 and 20, 2008

APPOINTMENTS/REAPPOINTMENTS TO BOARDS AND COMMITTEES

2% Lodging Tax Advisory Committee

Appointment of Joan Stanley to the 2% Lodging Tax Advisory Committee representing the Langley Chamber of Commerce.

GSA EMERGENCY MANAGEMENT

Purchase Order No. 8913 with Ducap Electronics Inc. dba Day Wireless Systems for purchase and replacement of Coax Cable and Connectors for Department of Emergency Management Emergency Operations Center. Amount \$5,851.65 (RM-DEM-08-070)

HUMAN RESOURCES

Personnel Action Authorizations

| | | | | | |
|-------------------------|--------|---|---------|-----------------------------------|----------|
| Juvenile Court Services | 119/08 | Juvenile Probation Counselor | 1402.07 | Replacement | 08/01/08 |
| WSU Extension | 120/08 | Climate Protection & Sustainability Proj. Mgr. .74fte | 1207.05 | Personnel Action (Increase Hours) | 07/28/08 |

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

HOMELESS AND LOW INCOME HOUSING FUNDS

Funding Application for Transitional Housing, Operating and Rent (THOR) Program WA State Dept. of Community, Trade & Economic Development. Amount: \$13,500

Contract with Housing Authority of Island County for homeless housing grant funding to acquire land for Sunny View Village project. Amount: \$350,000 (RM-BUD-08-125)

Contract with Housing Authority of Island County for low income housing grant funding to acquire land for Sunny View Village project. Amount: \$225,000 (RM-BUD-08-124)

HUMAN SERVICES

Interlocal Agreement with Washington State Office of Financial Management providing funds for mental health or substance abuse treatment for persons in Island County with methamphetamine addiction. Contract No. OFM ILA K366; Contract Amount: \$100,000 (RM-HS-08-116)

PUBLIC HEALTH

Amendment No. 10 to Washington State Department of Health Consolidated Contract. Contract Continues current level of funding for Group B water program, tobacco prevention program, and WIC. Contract No. C14949; Contract Amount: \$1,510,059; Amendment Amount: \$85,703 (RM-HLTH-06-0140)

Contract with Skagit/Islands Head Start – Nurse Consultation Program. Provides public health nurse consultation to the head start staff on health issues. Contract No. HD-04-08; Contract Amount: \$1,500 (RM-HLTH-02-0047)

PUBLIC WORKS

County Roads

Purchase Order No. 8295 with Vermeer Northwest Sales, Inc. for two (2) Brush Chippers – Vermeer BC 1500. Amount: \$80,064.24 (incl. WSST & trade-in) (PW-0820-89)

Purchase Order No. 8296 with Clyde West, Inc. for One (1) Broce RJ 350 Self Propelled Sweeper. Amount: \$33,422.84 (incl. WSST & Trade-in) (PW-0820-90)

Drainage

Drainage Easement with Donald R. and Carole C. Herman, Jones Road at Sunday Drive Outfall, Work Order No. 232; Parcel 261-2750; Sec. 5, Twp 33N, R 2E.

Public Works

Resolution C-82-08/R-33-08 In the Matter of Approving Plans & Specifications and Authorizing Call for Bids for Expansion of the Bayview Road Shop Equipment Storage Building, PWP 08-04, Work Order No. 11. (Resolution on file with the Clerk of the Board)

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

Solid Waste

Contract/Contract Bond with Krieg Construction, Inc. for Coupeville Solid Waste Asphalt Pad Project. Amount: \$37,398 (SW-07-08)

LIQUOR LICENSE

Application for Special Occasion Liquor License No. 092248 by the Camano Animal Shelter Assoc. for a special occasion to be held October 4, 2008 from 6:00 p.m. to 10:00 p.m. at the Camano Senior & Community Ctr., 606 Arrowhead Rd., Camano Island, WA

Special Occasion Liquor License No. 071862 by Langley Chamber of Commerce for a special occasion to be held on July 26, 2008 from 10:00 a.m. to 9:00 p.m. at the Island County Fairgrounds, 819 Camano Drive, Langley, WA. (Ratification of Chairman action on July 25, 2008)

REGULAR AGENDA

PERSONNEL ACTION AUTHORIZATION – 122/08
TEMPORARY PROGRAM COORDINATOR 4-H NEW POSITION

The County has a policy in place to not offer benefits to temporary hires. Mr. Meehan believes that in order to attract suitable people for the position that person must be adequately compensated. It was agreed that Mr. Meehan will bring the issue of pay and other questions he may have on the position to the next staff session for discussion.

There being no further business to come before the Board the meeting adjourned at 2:16 p.m. The Board will meet next in Regular Session on August 4, 2008 beginning at 10:00 a.m.

BOARD OF COUNTY COMMISSIONERS
ISLAND COUNTY, WASHINGTON

John Dean, Chairman

Phillip Bakke, Member

Wm. L. McDowell, Member

ATTEST:

Elaine Marlow, Clerk of the Board