

BOARD OF ISLAND COUNTY COMMISSIONERS' MINUTES OF MEETING  
April 12, 2023 – WORK SESSION

40

The Board of Island County Commissioners met in Work Session with staff on Wednesday, April 12, 2023, beginning at 9:00 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: Janet St. Clair, Chair  
Jill Johnson, Member  
Melanie Bacon, Member

Staff: Taylor Cavender

Commissioners' office

Staff Present: Chair Janet St. Clair, Member Melanie Bacon, Member Jill Johnson, Clerk of the Board Jennifer Roll

Meeting Start Time: 9:00 a.m. / Recording @ 0:00:01

**Subject: Authorizing the Chair to sign an application for, and acceptance of, broadband planning.**

**Description:** The Washington Statewide Broadband Office in conjunction with Washington State University is issuing grants to local jurisdictions to fund the development of broadband action plans. This is a non-competitive grant. The County is already pursuing development of a broadband planning and development. The grant discussed herein will allow us to develop the action plan while minimizing the direct expense paid through ARPA funds.

**Attachment:** WSU Subcontract, Writing Broadband Action and Digital Equity Plans

**Action:** Commissioner Bacon moved to authorize the Chair to sign an application for, and acceptance of, broadband planning, seconded by Commissioner St. Clair. Motion passed. Commissioner Johnson opposed.

**Subject: Diking District No. 2 Appointment.**

**Description:** Discuss the applicant for Diking District No. 2 as required by RCW 85.38.070(5)

**Attachment:** RCW 88.38.070(5)

**Action:** The Board agreed to move the item forward to the consent agenda.

**Subject: Noxious Weed Control Board Appointment.**

**Description:** Reappointment to the Noxious Weed Control Board.

**Attachment:** Committee Roster.

**Action:** The Board agreed to move the item forward to the consent agenda.

**Subject: Special Assessment Supporting the National Center for Public Land Counties.**

**Description:** Discussion of the Special Assessment Supporting the National Center for Public Land Counties.

**Attachment:** Memorandum.

**Action:** Ms. Roll discussed the Special Assessment Supporting the National Center for Public Land Counties.

**Follow Up:** Staff will work with the Budget Manager to determine how to pay the invoice.

**Add-on**

**Subject: Permit timeline discussion with Planning, Public Works, and Public Health.**

**Description:** Permit timeline discussion with Planning, Public Works, and Public Health.

**Attachment:** None.

**Action:** The Board agreed to bring a permit timeline discussion with Planning, Public Works, and Public Health to the May 3, 2023 Work Session.

**Add-on**

**Subject: Case study presentation on Central Whidbey Fire Station.**

**Description:** Case study presentation on Central Whidbey Fire Station.

**Attachment:** None.

**Action:** The Board agreed to bring a case study presentation on Central Whidbey Fire Station to a future Work Session.

**Budget/Risk**

**Staff Present: Director Susan Geiger**

Meeting Start Time: 9:39 a.m. / Recording @ 0:38:21

**Subject: Amendment to ICC 2.32 Damage Claim Procedures.**

**Description:** amendment to ICC 2.32 increases the Risk Manager's settlement authority for property damages from \$5,000 to \$10,000 and adds claim settlement authority of \$100,000 for the County Administrator.

**Attachment:** Resolution to set hearing, draft Ordinance amending Island County Code Chapter 2.32 Damage Claim Procedures, Exhibit A – Amendments to ICC 2.32.

**Action:** The Board agreed to move the item forward to the consent agenda.

**Follow Up:** Ms. Geiger will confirm what the original deductible was.

**Subject: Discussion of use of REET 1 and REET 2 funds.**

**Description:** The BOCC Requested review of the uses of REET 1 and 2 funds.

**Attachment:** REET 1 & 2 Use of Funds Guide.

**Action:** Ms. Geiger discussed the use of REET 1 and REET 2 funds.

**Follow Up:** Ms. Geiger will confirm how maintenance dollars can be used in relation to parks.

**Subject: ARPA Affordable Housing Contract – Habitat for Humanity.**

**Description:** Discussion of contract with Humanity of Island County (Habitat for Humanity) to grant \$1,998,000 \$1,998,669 (*Scribner's error*) in ARPA funds to be used for the purchase of land in Oak Harbor.

**Attachment:** Island County Affordable Housing Grant Contract for Humanity of Island County (RM-BUD-2023-162)

**Action:** The Board agreed to move the item forward to the consent agenda.

**Follow Up:** The Board will discuss with the Prosecuting Attorney what uses are allowed for ARPA contracts.

At 10:22 a.m., the Board took a short break.

Public Health

**Staff Present:** Director Shawn Morris

Meeting Start Time: 10:24 a.m. / Recording @ 1:21:44

**Subject:** International Fellow Placement with Island County Public Health.

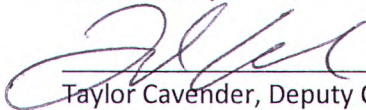
**Description:** Island County is planning to host an international fellow from April 22 – May 22, 2023. The Young Southeast Asian Leaders Initiative (YSEALI) builds the leadership capabilities of young professionals in the region. The fellow will support community health assessment (CHA) activities.

**Attachment:** YSEALI PFP Letter.

**Action:** Mr. Morris discussed the International Fellow Placement with Island County Public Health.

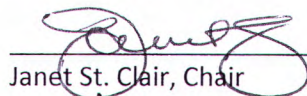
There being no further business to come before the Board, the meeting adjourned at 10:31 a.m.

Submitted by:

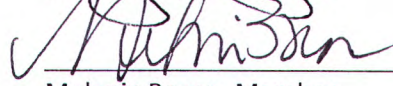
  
Taylor Cavender, Deputy Clerk of the Board

Minutes approved this 16<sup>th</sup> day of May 2023.

BOARD OF COUNTY COMMISSIONERS  
ISLAND COUNTY, WASHINGTON

  
Janet St. Clair, Chair

  
Jill Johnson, Member

  
Melanie Bacon, Member