

ISLAND COUNTY COMMISSIONERS - MINUTES OF MEETING

REGULAR SESSION - JUNE 9, 1997

The Board of Island County Commissioners (including Diking Improvement District #4) met in Regular Session on June 9, 1997, beginning at 9:30 a.m., in the Island County Courthouse Annex, Hearing Room, Coupeville, Wa. Mike Shelton, Chairman, Wm. L. McDowell, Member, and Tom Shaughnessy, Member, were present. Also in attendance were Margaret Rosenkranz, Auditor/Clerk of the Board, and E. Meyer, Secy. to the Board.

VOUCHERS AND PAYMENT OF BILLS

-

The following vouchers/warrants were approved for payment by unanimous motion of the Board: Voucher (War.) #4443 - #4754..... \$ 592,582.34.

Veterans Assistance Fund: [emergency financial assistance to certain eligible veterans; the names and specific circumstances are maintained confidential].

Veterans Assistance Claim V97-24, was approved by unanimous motion of the Board in the amount of \$882.28 as recommended by the Veterans Assistance Review Committee.

EMPLOYEE SERVICE AWARDS

EMPLOYEE DEPARTMENT NO. YEARS

Mary Welshans Assessor 15

Bill Burton Public Works 20

Lance Landquist Public Works 15

Pete Borgman Public Works 30

Andrea Huff Clerk 10

Bruce Kennedy Planning (Camano) 10

EMPLOYEE OF THE MONTH - MAY 1997

-

JEFF TATE

Island County Planning Department

-

Labor contract Local 1845-I

-

Dick Toft, Director, Human Resources, presented for action the Labor Contract between Island County and Local 1845-I of the Washington State Council of County and City Employees, AFSCME, AFL-CIO, covering the Engineering, Road and Solid Waste Divisions of the Island County Public Works Department, for the period January 1, 1997 through December 31, 1999.

Jon Stables, Staff Representative, Council 2, and Sheldon Stremmer, President Local 1845-I, were present and affixed their signatures on the Contract.

By unanimous motion, the Board approved and signed the Labor Contract between Island County and Local 1845-I as presented.

PERSONNEL ACTION AUTHORIZATIONS

Mr. Toft presented for action three personnel action authorizations, summarized and with the Board's action as follows:

Central Services: PAA 51/97, Support Clerk, Position #707, Reclassification to C-5.

Action: The Board by unanimous motion approved PAA 51/97 effective 6/9/97.

Public Works: PAA 52/97, Solid Waste Att.I, Position #2249.02, Replacement

Letter of resignation received; PAA will allow replacement, with new hire date 6/20/97.

Action: By unanimous motion, the Board approved PAA 52/97 effective 6/20/97.

Sheriff: PAA 53/97, D.E.S. Asst. Coord., Increase in Hours, Position #1306

This is actually a correction to a prior PAA, wherein 10 hours was entered incorrectly

when 15 hours per week is the correct number.

Action: The Board by unanimous motion, approved PAA 53/97 as presented effective this date.

Application for Liquor License #355161, Green Door Restaurant

-

On recommendations of approval from the Sheriff and Health Department, the Board by unanimous motion, provided approval on behalf of Island County to the Washington Sate Liquor Control Board for Liquor License #355161 for Green Door Restaurant, Class CD by John and Mary Coupe, d.b.a. The Green Door Restaurant, 3070 S State Highway 525, Greenbank.

claim for Damages 97-036, Eric M. Zumwalt

Betty Kemp, Director, General Services Administration (GSA)/Risk Management, presented recommendation with regard to Claim for Damages #97-036 by Eric M. Zumwalt, alleging negligence (1995) on the part of Island County District Court and the Prosecutor for false arrest and imprisonment associated with citation by State Patrol Wildlife Officer for unlawful fishing at Cranberry Lake. The claim was investigated by Island County District Court Judge Peter Strow, and the Deputy Prosecuting Attorney, David L. Jamieson, Jr., and both recommend denial of the claim in that the case was handled properly.

By unanimous motion, the Board denied Claim for Damages #97-036.

Contract #RM-SHER-97-0013, ET Software, Sheriff's Department

-

The Island County Sheriff forwarded to the Board for approval by memorandum dated June 3, 1997, ET Software Contract #RM-SHER-97-0013, to provide computer software and software support services to the Island County Sheriff (designed to assist police, county sheriffs, fire and other public safety and emergency service professionals). The contract underwent final review and signature by the Deputy Prosecuting Attorney, Risk Manager and Director of Central Services. As to potential seen for license renewal cost and potential renewal problems, the Sheriff's Department confirmed that following discussion of the matter at the May 8 staff session, they consulted with Dave Jamieson whose recommendations were subsequently incorporated in the contract. The renewal fee is set at \$4,000 per year and Sheriff Hawley felt that any future problems were unlikely. Cathy Caryl, in a telephone conversation this date, confirmed that the fee was typical and standard, and that she had reviewed and signed off on this contact.

-

By unanimous motion, the Board approved Contract #RM-SHER-97-0013.

PRESENTATION OF AUDITOR'S 1996 ANNUAL REPORT FOR ISLAND COUNTY

-

Margaret Rosenkranz, Auditor, presented the 1996 Annual Report [unaudited] . This year many of the State Auditor's suggestions have been incorporated. This is a pro-gressive and changing document year by year, probably the most interesting portion of the report are the notes beginning on page 8 explaining fund accounting.

DISCUSSION: BOND FINANCING OF \$10 MILLION: COURTHOUSE

EXPANSION, GREENBANK FARM PURCHASE, MARSHALL

DRAINAGE UTILITY, REFINANCE EXISTING BONDS

-

Larry Kwarsick, Director, Public Works Department, brought forward for discussion, the topic of issuance of \$10 million general obligation bonds intended for four different purposes:

- \$400,000 - provide permanent financing for Marshall Surface Water Utility Drainage Improvements
- \$2,900,000- provide financing for the purchase of the Greenbank Farm in cooperation with the Port of Coupeville
- \$3,380,000- refinance existing debt (4 current bonds in process in various stages of repayment). The County can save, based upon interest rates available, around \$120,000 by refinancing.
- \$3,320,000 - Implement Coupeville Courthouse Master Plan, involving construction of a new law & justice facility and renovation of the Courthouse and Courthouse Annex, and parking.

The Department met in various staff sessions with the Board relative to the Coupeville Courthouse Master Plan, and the Board subsequently approved and adopted the Plan. The Coupeville Planning Commission and Town Council approved and adopted the Plan as an element of their growth management capital plan and comprehensive plan. Currently Seafirst Bank provides bonding services to the County, and Mr. Kwarsick believed next week would bring a formal agreement with Foster Pepper & Shefelman

to serve as bond counsel for the County.

Chairman Shelton recapped his understanding of the proposed \$10 million dollar bond issue: the \$10 million

dollar bond issue comes with preferential rates attached at that figure. That figure, however, will put the County in a position to issue another bond at some future time to complete the Courthouse expansion.

Mr. Kwarsick confirmed that had been analyzed and the determination made that the best strategy would be to refinance all of the existing debt; and based upon discussions in the past, by tackling the financing plan in this manner, provides an opportunity to the County through its budgeting process to provide some additional reserve funds to help sponsor and finance follow-on improvements. He stated that it was very critical to the overall success of the bond issue that all of the existing debt be included in the refinancing package. The Board established a policy in the comprehensive plan placing a cap on the ratio of revenue to debt service at 50%. He analyzed the initial debt service as well as the complete package. The capital facilities plan will be presented tomorrow to the Planning Commission and includes the total financing package, including demonstration that within that planning period, adherence to that policy is maintained.

Commissioner McDowell's concern was with the comment about other financing of around \$1.8 million and needing some time to create that. He thought that could be done within 3 to 4 years and encouraged waiting until that was done.

The opinion of Chairman Shelton in the overall scheme of things was that could be accomplished in two or three years, and did not want to delay construction - better off to proceed on the path towards completion of construction.

Commissioner Shaughnessy agreed, and thought that should be addressed very shortly

by setting aside funding from some of the carry-forward revenue. He thought this was a good plan and liked what was being done, still dealing with revenues that are existing and not exceeding 50% of known revenues.

Commissioner McDowell told Mr. Kwarsick he had done a very good job and that he and his staff were to be congratulated for the well thought out plan, and was pleased to see adherence with the requirement to stay within 50% of known revenue.

No action was taken at this time, the topic placed on today's agenda as a discussion item for the purpose of discussing the subject in open public session for the record.

RESOLUTION #R-39-97 APPROVING SPECS & AUTHORIZING CALL FOR BIDS
FOR CONSTRUCTION OF AULT FIELD ROAD/GOLDIE ROAD TRAFFIC SIGNAL

Joe Araucto, Traffic Engineer, presented for setting bid opening date, proposed Resolution #R-39-97 approving specs & authorizing call for bids for Ault Field/Goldie Road traffic signal under CRP 97-02,

suggesting bid opening date July 9, 1997 at 1:00 p.m., Hearing Room 3, Courthouse, Coupeville. The project is an upgrade of the existing signal to provide a traffic actuated system as opposed to the current timed system.

By unanimous motion, the Board approved Resolution #R-39-97 and set the bid opening date suggested.

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

*IN THE MATTER OF APPROVING PLANS &)
SPECIFICATIONS AND AUTHORIZING CALL)
FOR BIDS FOR CONSTRUCTION OF AULT FIELD) RESOLUTION NO. R-39-97
GOLDIE ROAD SIGNAL UPGRADE)
CRP 97-02, WORK ORDER. NO. 101)
FEDERAL AID PROJECT NO. P-STPR-TA96(175)*

WHEREAS, sufficient funds are available in the Island County Road Fund for Ault Field Road/Goldie Road Signal Upgrade; **NOW THEREFORE**,

BE IT HEREBY RESOLVED that the Plans and Specifications are approved and that the County Engineer is authorized and directed to call for bids for furnishing said construction. Bid Opening is to be the 9th day of July, 1997, at 1:00 p.m. in Hearing Room 3, Courthouse Annex, Coupeville.

ADOPTED this 9th day of June, 1997.

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

Mike Shelton, Chairman

Wm. L. McDowell, Member

Tom Shaughnessy, Member

ATTEST: Margaret Rosenkranz, County Auditor

& *Ex-Officio Clerk of the Board*

CONSULTANT AGREEMENT - REID MIDDLETON, INC. - GEOTECHNICAL STUDIES

-

Mr. Kwarsick presented for approval a proposed Consultant Agreement with Reid Middleton, Inc., Lynnwood, for the geotechnical studies. Under the contract, Landau Associates will be providing the geotechnical expertise, looking at roads that suffered damage or failed due to various conditions caused by the last emergency winter period, including: Woodland Beach Road; Ferrydock Road; Wilkinson Road; Possession Road; Edgecliff Drive and Brighton Beach Drive. All the roads mentioned above with the exception of Brighton Beach Road are FEMA sponsored repairs. Brighton Beach Road is not eligible for FEMA funds but needs geotechnical evaluation. Total amount of contract is not to exceed \$53,118.00.

The Board, on unanimous motion, approved Consultant Agreement as presented for an amount not to exceed \$53,118.00.

BID AWARD RECOMMENDATION: NEW 1997 FORD

N. 7740 SLE TRACTOR WITH MOWER

-

Specifications and Authorization to call for bids having been approved under Resolution #R-22-97, Jack Taylor, Maintenance Superintendent, confirmed recommendation of the Public Works Department to award bid to Coastline Ford Tractor, lowest bidder meeting specs, in the total amount of \$61,729.92, including tax, for a new 1997 Ford N. 740 SLE Tractor with Mower.

By unanimous motion, recommendation accepted by the Board and awarded to Coastline Ford Tractor, Everett.

-

APPLICATION FOR ACCESS TO COUNTY ROAD RIGHT-OF-WAY

BY JEFF AND LAUREL HOLBECK - MULTI-FAMILY

ACCESS TO ARROWHEAD ROAD

-

An Application for Access to County Road right-of-way was presented for the Board's consideration, submitted by Jeff and Laurel Holbeck, for a multi-family access to Arrowhead Road, Camano Island, to serve parcels 183-3670 & 183-4610, Section 18, T32N, Rge. 3E. Mr. Kwarsick indicated that the Holbecks were

applying for a multi-family access at the Southwest corner of their property, consisting of two parcels, one zoned Residential, the other split-zoned Forest Management/Rural Residential. In the mid-eighties when the Arrowhead Road was upgraded, the County acquired right-of-way from the then property owner and under an agreement, agreed to provide and construct an access to this piece of property. The matter is being presented to the Board for approval in that it does not meet the separation requirement for access under the Land Development Standards, and the Board has the authority to waive or modify those beyond the authority granted to staff. The separation which the proposed access does not have is with an access to serve an occasional agricultural access to a farm and not used on a daily basis. Access requested is for a multi-family access for single family residences, probably about four. In his opinion, absent the issue of the farm field access, this is an acceptable access for those four houses. For the record, Mr. Kwarsick stated that although the current owners have opted not to seek access from Olsen Road, there is nothing that prevents or prejudices some future landowner to decide to seek access from Olsen Road. Staff recommends approval.

By unanimous motion, the Board approved Application for Access to County Road right-of-way submitted by Jeff & Laurel Holbeck.

HEARING SCHEDULED TO CONSIDER APPLICATION TO PERFORM WORK IN COUNTY
RIGHT-OF-WAY BY JOYCE CHRISTIANSEN - HAGEN ROAD, CAMANO ISLAND - OPEN
RIGHT-OF-WAY ESTABLISHED BY DEED IN 1914

-

The application submitted by Joyce Christiansen, as described by Mr. Kwarsick, was for the purpose of opening an unopened section of right-of-way, Hagen Road, Camano Island, established by Deed in 1914, recorded in Volume 29, page 323 (Hagen Road) to serve Parcel #359-329, Sec. 23, T31N, Rge 2E. This particular parcel is impacted by some critical lands (wetland) and necessitates the opening of this particular unopened right-of-way section to provide access. The recommendation was that the matter be scheduled for public hearing on July 7, 1997 at 10:30 a.m.

By unanimous motion, the Board scheduled a public hearing on July 7, 1997 at 10:30 a.m. as recommended.

SUPPLEMENTAL AGREEMENT #1 - FAKKEMA & KINGMA, INC.

REGARDING TAYLOR ROAD PROJECT

-

Supplemental Agreement #1 to Agreement entered into with Fakkema & Kingma, Inc., dated July 24, 1995, was presented by Mr. Kwarsick, for the purpose of revising the basis of compensation for services. This firm serves as construction contract manager for the County on Taylor Road Reconstruction project, under County Road Project CRP 96-02, Work Order #82, and the supplement comes as a result of delays in completing the project primarily attributable to delays in relocating utilities. Some additional timeframe for construction was added to the project and based upon estimate provided by Fakkema & Kingma, Mr. Kwarsick proposed the existing agreement amount of compensation for services by increased by \$14,713.55 as the maximum, with the actual amount paid based on specific billing (hourly amount already set by original

contract).

By unanimous motion, the Board approved Supplemental Agreement No. 1 to the Agreement with Fakkema & Kingma, Inc.

FINAL SITE PLAN APPROVAL: SPR #073/96.

CLINTON WATER DISTRICT

-

-

-

Erika K.W. Jensen, Associate Planner, presented for approval the Final Site Plan, SPR #073/96, by Clinton Water District, parcel numbers R32935-426-4330 and R32935-426-4980, water tank site. Mike Helland, representing the Clinton Water District, was present when this matter was considered.

Ms. Jensen reported that the Site Plan received conditional preliminary approval from the Board on November 18, 1996, and confirmed that all requirements to be met prior to final site plan approval had been completed, but with some requirements to be met prior to issuance of a building permit. The Planning Department recommended Final Site Plan approval be granted by the Board.

By unanimous motion, the Board approved Final Site Plan for the Clinton Water District as presented, for Parcel #R-32935-426-4330 and R-32935-426-4980, water tank site on property located on South Whidbey.

-

CONTRACT #HD-07C-97 BETWEEN ISLAND COUNTY AND SHELLY MOORE

CHILDBIRTH EDUCATION SERVICES

-

Tim McDonald, Health Services Director, presented a health contract for the Board's approval, having been discussed previously during a recent staff session. The agreement is between the County and Shelly Moore under Contract #HD-07C-097 in the amount of \$1,000, for providing childbirth education classes to Title XIX clients.

-

The Board, on unanimous motion, approved Contract #HD-07C-97.

-

CONTRACT AMENDMENT: DSHS WORK ORDER 119 (2) DIVISION OF

ALCOHOL & SUBSTANCE ABUSE AND ISLAND COUNTY

-

Contract Amendment under DSHS Work Order 119, between the Division of Alcohol & Substance Abuse and Island County, was presented by Linda Morris, Human Services Coordinator. Services are substance abuse treatment, and this amendment represents minor changes in client numbers, service levels, and a decrease in dollars which would not be used by the end of the biennium June 30, 1997.

By unanimous motion, the Board approved DSHS Work Order 119 (2) as presented.

There being no further business to come before the Board at this time, the Chairman adjourned the meeting at 11:05 a.m., to meet next in Regular Session on June 16, 1997, at 9:30 a.m.

BOARD OF COUNTY COMMISSIONERS
ISLAND COUNTY, WASHINGTON

Mike Shelton, Chairman

Wm. L. McDowell, Member

Tom Shaughnessy, Member

Attest:

Margaret Rosenkranz, County Auditor
& Ex-Officio Clerk of the Board