

**ISLAND COUNTY COMMISSIONERS - MINUTES OF MEETING**  
**REGULAR SESSION - JULY 16, 2001**

The Board of Island County Commissioners (including Diking Improvement District #4) met in Regular Session on July 16, 2001, beginning at 9:30 a.m. in the Island County Courthouse Annex, Hearing Room, Coupeville, Wa., with William F. Thorn, Chairman, and Wm. L. McDowell, present. Mike Shelton, Member, was absent.

By unanimous motion, the Board approved and signed the following minutes:

July 2, 2001 Regular Session  
 July 5, 2001 Special Session  
 July 9, 2001 Regular Session

**VOUCHERS AND PAYMENT OF BILLS**

The June payroll, along with the following vouchers/warrants were approved for payment by unanimous motion of the Board:

Voucher (War.) #102,825 - #103,113...\$466,502.77.

Veterans Assistance Fund: [emergency financial assistance to certain eligible veterans; the names and specific circumstances are maintained confidential]. The Board, by unanimous motion approved the recommendation of the Veterans Assistance Review Committee on Claim V1-16, approved in the amount of \$1,951.32, a partial approval of the total claim submitted.

A few veterans claims have been submitted by a particular service officer wherein the veteran clearly is not eligible or portions of the claim not within the scope of the law pertaining to the fund. The Board therefore requested staff contact the Commander of that particular post in writing and review the law and requirements of the Service Officer, and options available regarding service officer training. As stressed by Chairman Thorn, it is the Board's goal to respond to all legitimate claims.

**FREELAND HALL ELECTRICAL CONTRACT**

Betty Kemp, Director, GSA, presented for the Board's approval, Contract #RM-GSA-01-0056, Freeland Hall Electrical, between Island County and Jerry Beck & Co., Inc. in the amount of \$23,333.00. Accepting three competitive quotations from contractors not on the small works roster did not comply with ICC 2.30A.050, however, Ms. Kemp explained that due to critical time constraints because of previously scheduled activities at Freeland Hall and a misinterpretation of information by a member of the Holmes Harbor Activity Club, who manage the property, the Holmes Harbor Activity Club gave the low bidder of the three bids received the go ahead to commence work. When GSA received this information, demolition of the existing electrical system was well underway. She verified that this firm was the lowest bidder of the three quotations received.

With that explanation, the Board by unanimous motion approved Contract #RM-GSA-01-0056, Freeland Hall Electrical, between Island County and Jerry Beck & Co., Inc. in the amount of \$23,333.00.

**SPECIAL OCCASION LIQUOR LICENSE #363790 -**  
**GREENBANK FARM MANAGEMENT GROUP**

Because of the short time frame involved, the Board at Staff Session on Wednesday, July 11<sup>th</sup>, reviewed and approved Special Occasion Liquor License #363790 for Greenbank Farm Management Group, pertaining to the Loganberry Festival July 14 & 15, from 10:00 a.m. to 6:00 p.m. for alcohol to be served in an enclosed area where no minors will be allowed and no alcohol permitted outside. The winery general classification liquor license for the Greenbank Farm approved by the Board earlier this month would have covered the weekend activity but the Washington State Liquor Control Board had not had sufficient time to process that license, therefore the special occasion permit required.

At this time, the Board by unanimous motion, ratified approval action taken on July 11, 2001 approving said license.

**2001 EQUIPMENT BUDGET**

Cathy Caryl, Director, Central Services, presented for approval the Final 2001 Equipment Budget dated 7/13/01. During the July 11<sup>th</sup> staff session, Ms. Caryl reviewed the spreadsheet and added at that time was \$1700. The budget as presented today is in the total amount of \$89,627.00.

By unanimous motion the Board approved the 2001 Equipment Budget representing approved purchases in the total amount of \$89,627.00.

**CONTRACT AMENDMENT #EM010456-A [RM-GSA-01-0048]: WASHINGTON STATE MILITARY DEPARTMENT, EMERGENCY MANAGEMENT DIVISION AND ISLAND COUNTY, FOR STATE & LOCAL ASSISTANCE**

Contract Amendment #EM010456-A [RM-GSA-01-0048] between Washington State Military Department, Emergency Management Division and Island County, for State & Local Assistance, [increase of \$6,694 for total \$13,365; contract termination date 9-30-01] was approved by unanimous motion of the Board.

**JAIL FOOD SERVICE CONTRACT PROPOSAL**

Sheriff Hawley presented request and findings outlined in letter dated July 11, 2001 in support of an existing emergency in jail operations. The Department has encountered unforeseen circumstances impacting the ability to continue to provide mandated food and laundry services for jail inmates. The Sheriff requested that the Board waive competitive solicitation procedure under Island County Code and allow the allowing the Sheriff to procure jail food service and laundry operational oversight from an outside vendor. If the waiver is granted, the Sheriff asked that the Board approve and sign a Letter of Intent with Consolidated Food Management, Inc. to enter into a contract for jail food service. Sheriff Hawley stated the fact that as far as he is aware, this is the only contractor servicing corrections institutions in the State of Washington as far as the Sheriff is aware.

Subject to the addition of the statement to the Sheriff's letter/findings that this is the only contractor servicing corrections institutions in the State of Washington, the Board by unanimous motion waived competitive solicitation procedure under Island County Code allowing the Sheriff to procure jail food service and laundry operational oversight from an outside vendor, and signed the Letter of Intent with Consolidated Food Management, Inc. to enter into a contract for jail food service.

**HIRING REQUESTS & PERSONNEL ACTIONS**

By unanimous motion, the Board approved the following Personnel Action authorizations:

<b><u>PAA #</u></b>	<b><u>Department</u></b>	<b><u>Description/Position</u></b>	<b><u>Action</u></b>	<b><u>Eff.Date</u></b>
076/01	Central Serv	Mail Clerk #1605.00	Replacement	7/16/01
077/01	PW/Solid Waste	SW Attn II .4 fte Camano	Per Action	7/16/01
078/01	PW/Solid Waste	SW Attn II .25 fte Camano	Per Action	7/16/01
079/01	PW/Solid Waste	SW Attn II .5 fte Camano	Per Action	7/16/01
080/01	PW/Solid Waste	SW Attn II .5 fte Camano	Per Action	7/16/01
081/01	PW/Solid Waste	SW Attn II .4 fte OH	Per Action	7/16/01
082/01	PW/Solid Waste	SW Attn II .4 fte Coup	Per Action	7/16/01
083/01	PW/Solid Waste	SW Attn II .4 fte Coup	Per Action	7/16/01
084/01	PW/Solid Waste	Acct Tech .65 fte #2217.00	New Position	7/16/01
085/01	PW/Solid Waste	SW Tech 4, 1 #2253.02	Replacement	7/20/01.

**RESOLUTION #C-88-01/R-34-01 – FINAL ORDER OF VACATION; COUNTY INTENT TO VACATE A PORTION OF SARATOGA ROAD**

Larry Kwarsick, Public Works Director, presented Final Order of Vacation under Resolution #C-88-01/R-34-01 for vacation of a portion of Saratoga Road located in Government Lot 2, Sec. 29, Twp 30N., Rge 3E. Last Monday the Board approved and authorized the vacation, but held signing the Final Order of Vacation until receipt of an exclusive access easement from the Roses to Island County. Mr. Kwarsick confirmed receipt of that exclusive access easement and presented the Final Order for the Board's signature.

By unanimous motion, the Board accepted and approved the Access Easement from Stephen R. and Charlene D. Rose conveyed to Island County on Parcel R33029-185-2870.

By further unanimous motion, the Board approved and signed Final Order of Vacation under Resolution #C-88-01/R-34-01 for vacation of a portion of Saratoga Road located in Government Lot 2, Sec. 29, Twp 30N., Rge 3E. [documents to be recorded].

**RESOLUTION #C-90-01/R-36-01 – FINAL ORDER OF VACATION; COUNTY INTENT TO VACATE A PORTION OF RHODODENDRON PARK ROAD**

Final Order of Vacation of a portion of Rhododendron Park Road located in Sec. 2, Twp 31N., Rge 1E. under Resolution #C-90-01/R-36-01 was presented by Mr. Kwarsick for approval and signature of the Board. This too was heard by the Board last week, held for signature; no conditions were imposed by the Board. No money is proposed to change hands.

By unanimous motion, the Board approved and signed Final Order of Vacation of a portion of Rhododendron Park Road located in Sec. 2, Twp 31N., Rge 1E. under Resolution #C-90-01/R-36-01 [documents to be recorded]

**RESOLUTION #C-98-01/R-43-01 INITIATING CRP 01-01 - CAMANO ISLAND MISCELLANEOUS ACP OVERLAYS FOR 2001**

County Road Project CRP 01-01 was initiated by unanimous motion of the Board, under resolution #C-98-01/R-43-01, Camano Island Miscellaneous ACP Overlays for 2001, Work Order No. 357, for total appropriation of \$488,250.00.

**RESOLUTION #C-99-01/R-44-01 INITIATING CRP 01-02 - WHIDBEY ISLAND MISCELLANEOUS ACP OVERLAYS FOR 2001**

County Road Project CRP 01-02 was initiated by unanimous motion of the Board, under Resolution #C-99-01/R-44-01, Whidbey Island Miscellaneous ACP Overlays for 2001, Work Order No. 358., for a total appropriation in the amount of \$934,500.00.

**QUITCLAIM DEED – WSDOT TO ISLAND COUNTY; MISCELLANEOUS R/W VICINITY OF SR 525- MUTINY BAY ROAD VICINITY TO LAKE HANCOCK VICINITY PER TURNBACK AGREEMENT TB 1-0100**

After presentation by Mr. Kwarsick, with recommendation of approval, the Board by unanimous motion approved Quitclaim Deed from Washington State Department of Transportation to Island County for miscellaneous right-of-way in the vicinity of SR 525- Mutiny Bay Road vicinity to Lake Hancock Vicinity per Turnback Agreement TB 1-0100.

**AGREEMENT PW 0024-24 – RELEASE OF LIABILITY BETWEEN ISLAND COUNTY AND DEPARTMENT OF FISH & WILDLIFE; STORAGE OF EQUIPMENT AND HERBICIDE AT CAMANO ISLAND ROAD SHOP STORAGE BUILDING**

Agreement PW 0024-24 was approved by unanimous motion of the Board, Release of Liability between Island County and Department of Fish & Wildlife for storage of DFW equipment and herbicide at the Camano Island Road Shop storage building.

**RESOLUTION #C-100-01/R-37-01 – ADOPTION OF ISLAND COUNTY'S SIX-YEAR TRANSPORTATION IMPROVEMENT PROGRAM FOR THE YEARS 2002-2007**

Dick Snyder, Assistant County Engineer, made the presentation to the Board with regard to Resolution #C-100-01/R-37-01 in the matter of adopting the Island County Six-Year Transportation Improvement Program for the Years 2002-2007. He noted that this was presented to the Planning Commission at a workshop in May, and by unanimous vote the Planning Commission on June 19, 2001 after public hearing approved the plan and forwarded it to the Board recommending approval. He noted Planning Commission members comments: George Crampton commented about sidewalks in Main

Street improvements in Freeland; and Dave Osterberg commented on vegetation management and drainage on Cross Island Road. Under the Main Street Freeland project, curbs and gutters, Mr. Snyder stated that sidewalks are a part of that project, proposed regardless whether Freeland becomes a UGA or not.

Mr. Snyder recalled that a representative from WEAN commented at the hearing about vegetation management in general, noting that cutting native trees and bushes promotes invasive species such as blackberries and scotch broom and take over from the native plants and bushes. It is a back slope concern. Commissioners Thorn and McDowell agreed that perhaps not mowing as close to ground level is something that can be reviewed, and could also cut costs of mowing a little as well, and it is worth pursuing looking at vegetative management overall.

With regard to a new road proposed [project #57], WEAN commented at the hearing before the Planning Commission they saw no need for another road. Mr. Snyder explained that the new road proposal is for a public bypass should something happen on the State Highway between Race and Houston Road. There is now no bypass at all via private or county road on that stretch of State Highway in the event of emergency.

Mr. Snyder then reviewed a few changes made since the draft TIP reviewed several months ago:

Driftwood retaining wall programmed for construction this year as an alternate to the Seaward project

Patmore and Parker/Morris road intersection has been dropped because DOT pushed those further out on the State's construction program

Madrona Way budgeted for right of way and construction in 2001, but run into some biological assessment problems which has prolonged preliminary engineering on the project to get permits to do the work, moving construction out one or two years, now shown for construction in 2003.

Chapman Creek Culvert – preliminary engineering this coming year. Need to see what is actually proposed as a result from a study/overall stream survey of Chapman Creek. Culvert replacement will be very difficult.

An overall problem from the old draft TIP is that anticipated revenue projections were higher than should have been because an 8% growth factor was used instead of 2% for road fund taxes. Other revenue projections seem to be holding true.

By unanimous motion, the Board approved Resolution #C-100-01/R-37-01 in the matter of adopting the Island County Six-Year Transportation Improvement Program for the Years 2002-2007.

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

<b>IN THE MATTER OF ADOPTION OF ) ISLAND COUNTY'S SIX-YEAR ) TRANSPORTATION IMPROVEMENT ) PROGRAM FOR THE YEARS 2002-2007 )</b>	<b>RESOLUTION NO. <u>C-100-01</u> <u>R-37-01</u></b>
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WHEREAS, the County Engineer, in accordance with RCW 36.70A.070, 36.81.121 and WAC 136-14-040, has submitted his recommended plan for construction of roads for the years 2002 through 2007; and

WHEREAS, the Board certified that a priority array of the County Arterial System was prepared by the County Engineer and available during the preparation of this program; and

WHEREAS, the Island County Planning Commission has reviewed this program and found it in compliance with the Island County Comprehensive Plan;

NOW, THEREFORE, BE IT HEREBY RESOLVED by the Island County Board of Commissioners that the Six-Year Transportation Improvement Program for 2002 through 2007, as submitted this date, is hereby adopted.

ADOPTED this 16 of July, 2001.

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

William F. Thorn, Chairman  
[absent – Mike Shelton, Member]  
Wm. L. McDowell, Member

**ATTEST:** Elaine Marlow  
Clerk of the Board BICC 01-496  
[exhibits on file with the Clerk of the Board] [GMA #\_\_\_\_\_]

**ISLAND COUNTY SIX-YEAR CAPITAL IMPROVEMENT  
PROGRAM FOR THE YEARS 2002-2007**

Next presented was Proposed Resolution R-38-01 In the matter of Adoption of Island County's Six Year Capital Improvement Program for the years 2002-2007. The CIP was presented to the Planning Commission at workshop session and at public hearing, resulting in a unanimous recommendation from the Planning Commission that the Board adopt the Six Year Capital Improvement Program.

Within the planning cycle, Mr. Kwarsick reviewed projects to be completed: Coupeville Courthouse Improvements, Annex Remodel, Juvenile Justice Facility Construction, miscellaneous campus improvements. Aside from those would be to continue to provide flood control assistance, future parks acquisitions and parks development and miscellaneous parks projects. The Camano Annex is allocated \$100,000 for begin looking at design work which could involve use of what will now be the abandoned facility once Camano Senior Services moves to a new facility.

The portion related to parks has been coordinated with GSA/Parks. The total parks plan line and expenditure type and funding source match for the most part but not on a couple of items in 2002 and 2005, and Chairman Thorn was interested to hear why those did not match in those two years. Mr. Kwarsick will check with GSA/Parks to find out the rationale for those.

Commissioner McDowell requested further information with respect to the Taylor Property, with a view towards use as an off-leash area for the North Whidbey area.

Proposed Resolution R-38-01 In the matter of Adoption of Island County's Six-Year Capital Improvement Program for the Years 2002-2007, was deferred to next week's agenda at the request of the Board, to allow review of anticipated excise tax revenues by the Budget Director.

There being no further business to come before the Board at this time, the meeting adjourned at 10:55 a.m. The Board will meet next in Regular Session on July 23, beginning at 11:30 a.m.

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

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William F. Thorn, Chairman

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Wm. L. McDowell, Member

[absent - Mike Shelton, Member]

**ATTEST:**

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Elaine Marlow, Clerk of the Board