

**BOARD OF ISLAND COUNTY COMMISSIONERS  
MINUTES OF MEETING - NOVEMBER 18, 2002**

The Board of Island County Commissioners (including Diking Improvement District #4) met in Regular Session on November 18, 2002, beginning at 9:30 a.m. in the Law & Justice Facility, Department III (Courtroom 3), 101 N.E. 6<sup>th</sup> Street, Coupeville, Wa. Mike Shelton, Chairman; Wm. L. McDowell, Member, and William F. Thorn, Member, were present. By unanimous motion, the Board approved and signed minutes from Regular Session November 4, 2002 and Special Session November 13, 2002.

**VOUCHERS AND PAYMENT OF BILLS**

The following vouchers/warrants were approved for payment by unanimous motion of the Board as submitted on a listing from the Island County Auditor, and the October, 2002 payroll:

Voucher (War.) #153278-153712 . . . . . \$655,931.70

**ANNOUNCEMENTS**

The regularly-scheduled Elected Officials Roundtable will be held as usual on November 25th at 11:30 a.m.; however, the regular Board meeting that day beginning at 1:30 p.m. has been canceled, with a special session to be held that morning at 9:30 a.m. to take care of routine county business. The November 25th schedule has been changed to accommodate those who wish to attend the memorial service for Maxine Sauter at the Methodist Church in Oak Harbor at 1:00 p.m.

On November 20th during the Board's regularly-scheduled Wednesday Staff Session, on completion of election certification, the Island County Auditor at 2:00 p.m. will administer the oath of office to Sharon Franzen as County Clerk, and Linda Riffe as County Treasurer.

**HIRING REQUESTS & PERSONNEL ACTIONS**

As presented by Dick Toft, Human Resource Director, the Board by unanimous motion, approved the following personnel action authorizations:

<b>Dept.</b>	<b>PAA #</b>	<b>Description/Position #</b>	<b>Action</b>	<b>Eff. Date</b>
Extension	088/02	4-H Prog. Asst .2 fte 1201.00	Reduce Hours	11/18/02
Extension	089/02	4-H Prog. Asst .8 fte 1201.01	New Position	11/18/02
District Ct.	087/02	Ct. Clerk 1002.00	Replacement	11/18/02
Superior Ct.	090/02	CH Facilitator .4 fte 2009.00	Increase Hrs. [fee supported]	11/18/02

**EMPLOYEE AWARDS**

**Employee Service Awards**

Richard Nelson	Public Works/Roads	25 Years
Chris Wilson	Health – Camano Island	5 Years

**Employee of The Month – October, 2002**

Sherry Cameron, Superior Court Judicial Assistant, was selected as Employee of the Month for October.

**SELECTION OF CHAIRMAN, BOARD OF COUNTY COMMISSIONERS FOR 2003**

This being the Board's first session after the General election, the Board by unanimous motion, elected Wm. L. McDowell as Chairman of the Board to preside at its meetings for the year 2003.

**RE-APPOINTMENTS TO HOUSING AUTHORITY OF ISLAND COUNTY**

By unanimous motion, the Board reappointed Julia Hodson, Coupeville, to the Island County Housing Authority to serve a five year term as a member of the Housing Authority Board of Directors, term to expire 12/6/07; and reappointed Lisa Harrison, Oak Harbor, for a two year term as the "resident" member of the Housing Authority Board of Directors to a term expiring 12/6/04.

**RESOLUTION #C-97-02 PROCLAIMING DECEMBER 7<sup>TH</sup> OF EACH YEAR AS PEARL HARBOR REMEMBRANCE DAY**

The Board, by unanimous motion, approved Resolution #C-97-02 Proclaiming December 7<sup>th</sup> of each year as Pearl Harbor Remembrance Day.

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

**IN THE MATTER OF PROCLAIMING )  
DECEMBER 7TH OF EACH YEAR AS ) RESOLUTION NO. C- 97-02  
PEARL HARBOR REMEMBRANCE DAY )  
\_\_\_\_\_)**

**WHEREAS**, on December 7, 1941, the Imperial Japanese Navy and Air Force attacked units of the armed forces of the United States stationed at Pearl Harbor, Hawaii; and

**WHEREAS**, more than 2,000 citizens of the United States were killed and more than 1,000 citizens of the United States were wounded in the attack on Pearl Harbor; and

**WHEREAS**, the attack on Pearl Harbor marked the entry of the United States into World War II; and

**WHEREAS**, the veterans of World War II and all other people of the United States commemorate December 7th in remembrance of the attack on Pearl Harbor; and

**WHEREAS**, commemoration of the attack on Pearl Harbor will instill in all people of Island County a greater understanding and appreciation of the selfless sacrifice of the individuals who served in the armed forces of the United States during World War II; NOW, THEREFORE,

**BE IT HEREBY RESOLVED** that the Board of County Commissioners of Island County, Washington, concur and join with action by the One Hundred and Third Congress of the United States of America in proclaiming December 7th of each year as "Pearl Harbor Remembrance Day" in Island County, and that this Board of Commissioners calls on all citizens, groups and organization of the County to observe the day with appropriate ceremonies and activities, and urge all individuals and agencies to fly the flag of the United States at half-staff each December 7th in honor of the individuals who gave their lives at Pearl Harbor for the betterment of the lives of all Americans.

**ADOPTED** this 18th day of November, 2002.

**BOARD OF COUNTY COMMISSIONERS  
ISLAND COUNTY, WASHINGTON**  
Mike Shelton, Chairman  
Wm. L. McDowell, Member  
William F. Thorn, Member

ATTEST: Ellen K. Meyer,  
Deputy Clerk of the Board

**AWARD OF PROJECTS FUNDED BY ISLAND COUNTY PUBLIC FACILITIES FUND (2% HOTEL-MOTEL LODGING TAX) – TOURISM PROGRAM FOR 2003**

By unanimous motion, the Board awarded projects funded by the Island County Public Facilities Fund (2% Hotel-Motel Lodging Tax) – Tourism Program for 2003, as recommended by the Lodging Tax Advisory Committee on 10/31/02, totaling \$60,200.00, as outlined below:

<b><u>ORGANIZATION</u></b>	<b><u>AMOUNT</u></b>	
CAMANO ARTS ASSOCIATION Camano Island Mother's Day Studio Tour – Marketing	\$ 1,500	
CAMANO ISLAND CHAMBER OF COMMERCE Camano Island Visitor Information Center – Operations	5,000	
CENTRAL WHIDBEY CHAMBER OF COMMERCE Tourism Marketing & Fulfillment Program	15,000	
FREELAND CHAMBER OF COMMERCE Freeland Information Brochure	1,200	
FREELAND CHAMBER OF COMMERCE Freeland Visitor Information Center – Operations	6,000	
FRIENDS OF ADMIRALTY HEAD LIGHTHOUSE Marketing and Promotion of Centennial Year	1,500	
GREATER OAK HARBOR CHAMBER OF COMMERCE Marketing/Tourism Program of Island County	12,000	
LANGLEY SOUTH WHIDBEY CHAMBER OF COMMERCE Re-locate Visitor Information Kiosk from Clinton	3,000	
LANGLEY SOUTH WHIDBEY CHAMBER OF COMMERCE Program, Visitor Information Center & Referral Service	12,000	Marketing
MEERKERK RHODODENDRON GARDENS Tourism Brochure for the Gardens	1,500	
SKAGIT/ISLAND COUNTY MUSEUM ASSOCIATION Fourteen Fun-Filled Family Museums - Brochure	1,500	
<b>TOTAL</b>	<b>\$60,200</b>	

**STATE OF WASHINGTON DEPARTMENT OF AGRICULTURE, FAIRS PROGRAM – INTERAGENCY AGREEMENT # IA-03-16-01**

State of Washington Department of Agriculture, Fairs Program Interagency Agreement #IA-03-16-01 [RM-GSA-02-0076] was presented for approval. The Fair was successful in obtaining a grant and the project approved involves re-roofing and work on Fair concession stands in the amount of \$13,255. Lee McFarland, Assistant Director, GSA, pointed out that County involvement was contract administration only; the Fair will be providing funds needed to purchase materials and the rest of the match will be through Fair staff and volunteers.

The Board, by unanimous motion, approved the State of Washington Department of Agriculture, Fairs Program Interagency Agreement Interagency Agreement #IA-03-16-01 [RM-GSA-02-0076] as presented.

**HEALTH CONTRACTS APPROVED**

As approved by the Board of Health on October 21, 2002, the Board by unanimous motion approved the following Health contracts:

Mary Jane Lundgren, DDS-Nursing-Oral Health Contract #HD-06-01(3), amendment in the amount of \$2,956 for a new total contract amount \$24,956 [RM-HLTH-02-0029];

Mary Jane Lundgren, DDS-Nursing-Oral Health Contract #HD-11-02 in the amount of \$16,637 [RM-HLTH-02-0067]; and

Christopher Spitters, MD-Medical Service Consultant-TB Consultation Contract #HD-13-02 in the amount of \$1500 [RM-HLTH-01-0046].

**INTERLOCAL AGREEMENT – PW0220-97 BETWEEN ISLAND COUNTY AND WHATCOM COUNCIL OF GOVERNMENTS**

Interlocal Agreement #PW0220-97 between Island County and Whatcom Council of Governments for the North Sound Connecting Communities Project (NSCCP) [a/k/a Farmhouse Gang] was approved by unanimous motion of the Board, including approval of \$2,500 from Island County to the Council towards completion of a planning project “Intermodel Connections and Commuter Study”. The agreement runs to December 31, 2010.

**MITIGATION AGREEMENT AND COVENANT FOR FUTURE ROAD IMPROVEMENTS – PW0220-59 - A-OK SELF STORAGE, L.L.C.**

Mitigation Agreement and Covenant for Future Road Improvements #PW0220-59 between Island County and A-OK Self Storage, L.L.C., was presented for approval. As explained by Dick Snyder, County Engineer, the owner received conditional approval of Site Plan Review SPR 125-99 with specific conditions requiring proportionate mitigation of project traffic impacts. The Agreement was developed in the event that work occurs on the highway at two intersections, Honeymoon Bay Intersection and Woodard intersection and stipulates the percentage of participation required by the owner for any future work undertaken by the State Department of Transportation and Island County at those intersections. No work is planned at this time at either of the intersections, but could occur in the future.

By unanimous motion, the Board approved Mitigation Agreement and Covenant for Future Road Improvements #PW0220-59 between Island County and A-OK Self Storage, L.L.C., as presented [RM-PW-02-2082].

**CONSULTANT AGREEMENT – #PW0220-84 - WASHINGTON TROUT, ISLAND COUNTY CREEK RESTORATION PLANNING**

Gwen Maxfield, Assistant Public Works Director, presented for approval Consultant Agreement #PW0220-84, under Work Order 114, with Washington Trout, a Washington Non-profit Corporation, Duvall, Washington, for Island County Creek Restoration Planning, with maximum amount payable \$185,000. Services under the agreement are explained in Exhibit B, Scope of Work, and relate to specified tasks within Island County watersheds, Maxwellton, Chapman and Kristoferson, and upgrading one culvert on the Glendale creek system.

By unanimous motion, the Board approved Consultant Agreement #PW0220-84, under Work Order 114, with Washington Trout, a Washington Non-profit Corporation, for Island County Creek Restoration Planning, with maximum amount payable \$185,000, and authorized the Chairman’s signature on the Agreement once the original has been signed and returned by the Consultant.

**RENEWAL OF ADOPT-A-ROAD LITTER AGREEMENT – WINDERMERE/DAN GARRISON, INC.**

The Board by unanimous motion approved Renewal of Adopt-a-Road Litter Agreement with Windermere/Dan Garrison, Inc., for litter pickup on East Camano Drive from Patricia Ann Drive to Dry Lake Road, Camano Island.

**RESOLUTION #C-98-02 (R-37-02) IN THE MATTER OF APPROVING PLANS  
& PECIFICATIONS AND AUTHORIZING CALL FOR BIDS FOR:  
COUPEVILLE COMMUNITY HEALTH CENTER**

Resolution #C-98-02 (R-37-02) In the Matter of Approving Plans & Specifications and Authorizing Call for Bids for: Coupeville Community Health Center was approved by unanimous motion of the Board. Anticipated completion of the facility is August 7, 2003.

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

<b>IN THE MATTER OF APPROVING PLANS &amp; SPECIFI- CATIONS AND AUTHORIZING CALL FOR BIDS FOR COUPEVILLE COMMUNITY MENTAL HEALTH FACILITY, WORK ORDER 204</b>	} } } }	<b>RESOLUTION C-98-02 R-37-02</b>
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**WHEREAS**, sufficient funds are available in the Community Development Block Grant #00-64020-008, Construction and Acquisition Fund and Solid Waste Fund in accordance with the Memorandum of Understanding between Island County, Community Mental Health Services, and Compass Health executed October 7, 2002 for the above project, **NOW, THEREFORE**,

**BE IT HEREBY RESOLVED** that the Plans and Specifications are approved and the Public Works Director is authorized and directed to call for bids for the Coupeville Community Mental Health Facility construction project. Bid Opening is to be at 11:00 A.M., Wednesday December 11, 2002, in Meeting Room No. 131, Law and Justice Building, Coupeville, Washington.

**ADOPTED** this 18<sup>th</sup> day of November, 2002.

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

Mike Shelton, Chairman  
Wm. L. McDowell, Member  
Wm. F. Thorn, Member

**ATTEST:** Ellen K. Meyer, Deputy  
Clerk of the Board

**HEARING HELD: OPEN UNOPENED COUNTY R/W – CLINT C. KAISER  
REQUEST FOR PRIVATE CONSTRUCTION OF UNOPENED COUNTY  
RIGHT-OF-WAY KNOWN AS CRICKET LANE**

A Public Hearing was held at 10:20 a.m. as advertised for the purpose of opening an unopened County right-of-way as requested by Clint C. Kaiser for private construction of unopened County Right-of-Way known as Cricket Lane located in Sec. 23, Twp. 30, Rge. 2E., South Whidbey.

The County Engineer on review agreed with the request and the Department processed Permit UPW02-0356. Mr. Snyder confirmed that regardless of the drawing attached for information, all work will be done within right of way as it currently exists. The Department has reviewed and made a determination that there is no drainage problem.

When the Chair called for public comments for or against the request, no one in the audience indicated a desire to speak.

By unanimous motion, the Board approved opening an unopened County right-of-way under Permit UPW02-0356 by Clint C. Kaiser for private construction of unopened County Right-of-Way known as Cricket Lane located in Sec. 23, Twp. 30, Rge. 2E., South Whidbey, with modification of permit language to state that all work will be done within the right of way as it currently exists.

**PROFESSIONAL CONTRACT AGREEMENT: PHILLIPS ENVIRONMENTAL SERVICES, SEDRO WOOLLEY - SITE VISITS - ASBESTOS INSPECTION**

As presented for approval by Phil Bakke, Planning and Community Development Director, the Board by unanimous motion approved Professional Contract Agreement between Island County and Phillips Environmental Services, Sedro Woolley, to conduct site visits to 31/21 Henni Road and 4211 Hollydale Lane, North Whidbey, for an asbestos inspection. Total contract is not to exceed 1,400.

**OPEN SPACE APPLICATIONS HEARING DATE RESCHEDULED**

The Board on November 4, 2002 set the date and time for public hearing to be November 25, 2002 at 2:30 p.m. on five Open Space Applications. At this time, due to the November 25<sup>th</sup> regular meeting cancellation and rescheduling, and on recommendation of Phil Bakke, Planning and Community Development Director, the Board by unanimous motion, rescheduled the public hearing for December 9, 2002 at 10:30 a.m. on the following open space applications:

OPS # 382/02 – Kevin Demaray, requesting 18.1 acres be reclassified from Designated forest to Timber Land current use classification.

OPS #383/02 - Thomas E. Killion, requesting one parcel with 9 acres and another parcel with 10 acres be reclassified from Designated forest to Timber Land current use classification.

OPS #380/02 - Mildred M. Anderson c/o Linda Anderson, requesting 11.88 acres be reclassified from Designated Forest to Timber Land current use classification.

OPS #381/02 - Margaret Buckley, requesting 8.04 acres be reclassified from Designated Forest to Timber Land current use classification

OPS #337/02 - N. Douglas Sheppard / Sheppard Family L.P., requesting four parcels of 10.12 acres each be reclassified from Designated Forest to Timber Land current use classification.

**RESCHEDULE PUBLIC HEARING ON ORDINANCE #C-96-02 (PLG-023-02) - TECHNICAL AMENDMENTS TO ISLAND COUNTY COMPREHENSIVE PLAN FUTURE LAND USE PLAN MAP AND ZONING ATLAS**

The Board on November 4, 2002 set the date and time for public hearing November 25, 2002 at 2:30 p.m. on Ordinance #C-96-02 (PLG-023-02) Concerning Technical Amendments to the Island County Comprehensive Plan Future Land Use Plan Map and the Island County Zoning Atlas. As with the prior action on Open Space Applications, the Board by unanimous motion rescheduled the public hearing for December 9, 2002 at 10:30 a.m. on Ordinance #C-96-02 (PLG-023-02).

**CHANGE FROM “PUBLIC HEARING” TO “PUBLIC MEETING” AND RESCHEDULE DATE TO CONSIDER COMPREHENSIVE PLAN ANNUAL REVIEW AMENDMENTS**

Based on advice from the Chief Deputy Prosecuting Attorney, Mr. Bakke asked that the Board schedule the Comprehensive Plan Annual Review Amendments for a public meeting rather than a public hearing since these ordinances were considered at public hearing by the Island County Planning Commission. Mr. Bakke suggested the

public meeting be rescheduled to December 16, 2002 at 10:30 a.m. rather than December 2<sup>nd</sup>.

By unanimous motion, the Board scheduled the Comprehensive Plan Annual Review Amendments for a public meeting on December 16, 2002 at 10:30 a.m. to consider the following ordinances:

Ordinance C-91-02, PLG-014-02, amending the Island County Comprehensive Plan and Chapter 17.03 ICC to incorporate an amendment for the Greenbank Farm Special Review District.

Ordinance C-92-02, PLG-015-02, amending the Island County Comprehensive Plan, Chapter 17.03 ICC and the Zoning Atlas, to establish a new Seattle Pacific University Special Review District.

Ordinance C-93-02, PLG-016-02, amending the Island County Zoning Ordinance, Chapter 17.03 ICC to establish development standards for Parks.

Ordinance C-94-02, PLG-017-02, amending the Island County Zoning Ordinance, Chapter 17.03 ICC to establish standards for Rural Event Centers.

Ordinance C-95-02, PLG-018-02 – Amending Chapter 3.40 ICC, Public Benefit. Rating System (PBRs).

### **REVIEW MONTHLY FINANCIAL REPORTS FROM AUDITOR & TREASURER**

#### ***Treasurer's Report***

The Treasurer's Current Expense Report for the period ending October, 2002, was provided under memorandum dated 11/7/02, reflecting interest income over budget by \$118,055, Planning and Community Development by \$105,231; PUD Excise tax by \$18,654; and Auditor fees by \$62,673.

#### ***Auditor's Report***

Suzanne Sinclair submitted the Auditor's Report for the same period, prepared by Motoko Pleasant. Comments included Clerk's Office 113% revenue; had questions about Child Support grants coming to Clerk's Office instead of the Prosecutor's Office; July – September Juvenile Grants have just now been received; and pointed page 3, line item 39 reflects Rural County Sales Tax, the first check received.

With no further business to come before the Board, the meeting adjourned at 10:40 a.m.

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

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Mike Shelton, Chairman

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Wm. L. McDowell, Member

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William F. Thorn, Member

**ATTEST:**

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Elaine Marlow, Clerk of the Board