

BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING – APRIL 28, 2003

The Regular Meeting of the Board of Island County Commissioners convened at 11:30 a.m. on April 28, 2003 for a Roundtable with Elected Officials, Conference Room #116, Courthouse Administration Building Other agenda topics for the Regular Session followed at 1:30 p.m. as outlined on the agenda, *including* Diking Improvement District #4, held in the Law & Justice Facility, Department III (Courtroom 3), 101 NE 6th Street, Coupeville, Wa. Wm. L. McDowell, Chairman, William J. Byrd, Member, and Mike Shelton, Member, were present.

ROUNDTABLE MEETING WITH ISLAND COUNTY ELECTED OFFICIALS

The first portion of the meeting beginning at 11:30 a.m. was devoted to an update for Board members and Elected Officials by the labor consultant concerning union negotiations/collective bargaining, exempt from the Open Public Meetings Act under R.C.W. 42.30.140(4). The meeting resumed in open public session afterwards at 12:10 p.m.

Elected Officials: Tom Baenen; Greg Banks; William J. Byrd, Sharon Franzen
Wm. L. McDowell, Linda Riffe; Mike Shelton, Suzanne Sinclair
Others: Cathy Caryl, Central Services Director
Chris Nelson, Senior Micro Tech
Dick Toft, Human Resources Director
Public Nathan Whalen, Whidbey News Times
Diane Kendy, South Whidbey resident

Technology Committee Report

Tom Baenen distributed copies of the first quarterly report from the Island County Technology Committee [*copy placed on file with the Clerk of the Board*]. Recognizing a critical need for an assessment by an independent party of the county's technology infrastructure and its ability to provide required services and accountability, the following recommendation was submitted to the Board by the Committee for review and consideration:

- A review that will serve as the base for setting policy, prioritizing needs, establishing budgets and goals to guide development and maintenance of Island County's technological infrastructure.
- This review to be made by an impartial firm to provide an independent opinion. Once possible provider of such a review could be Moss-Adams. That firm has done such work for a number of public, private and government entities.
- The expenditure of funds to cover this review in order to build a consolidated, sound infrastructure that will link all entities to provide accurate, reliable, and timely information.

Ms. Sinclair believed it would be useful to have a blueprint needs assessment of the County. Since departments do not have excess personnel, they need to make as much use of staff as possible with technology. This could be a floor plan rather than a new program, and not necessarily starting at ground zero. This is not a reflection in change of purpose, rather concluding that it is beyond capabilities of the Technology Committee.

Ms. Riffe commented from the aspect of the Assessor and Treasurer link, noting that the other piece was the lack of audit trails and infrastructure of the system to provide the kind of information needed to be confident about accuracy.

Mr. Baenen acknowledged that strides had been made but saw the issue as broader, not strictly associated with the Treasurer or Assessor offices. Review suggested is infrastructure, hardware and software as it exists; how it is functioning one department with another.

Mr. Banks observed that Recommendation #1 was the mission statement of the Technology Committee. He made the point that currently he is running an office short two people; if there is money available in the County he would prefer having enough people on his staff to do the work. He asked about an experienced person in Central Services that could be given the focus to start this next phase.

When the Technology Committee first formed, Ms. Caryl recalled that the committee requested a list with all hardware and software and what the Department planned on doing. She provided that, and was under the impression the committee would analyze the hardware and software. The recommendation now is to hire someone to basically do the same thing, and what is being recommended is expensive.

Commissioner Shelton noted that with financial constraints the County faces, struggling to retain employees, concern is not just dollars that would be necessary for the assessment piece, but finding additional funds to implement recommendations as a result of that assessment. The Board recently authorized an additional programmer and the Central Services Director feels she can get the system straightened out. He preferred to allow an opportunity to see what can be accommodated in terms of that additional programmer.

Commissioner McDowell commented that before he would support an assessment that could cost between \$35,000 - \$50,000, basically equal to one employee, he wanted to see a meeting of all departments represented on the committee with each polled as to how much of their respective budgets would be available to pay for the assessment.

Commissioner Byrd agreed, although he acknowledged that in surveying those present he could see they had issues with the program.

Ms. Caryl indicated that goals and timelines were being established and she would make those public.

The Board took the recommendation of the Committee under advisement.

Roundtable adjourned at 12:50 p.m.

MINUTES APPROVED

Afternoon session beginning at 1:30 p.m. opening with the Pledge of Allegiance. By unanimous motion, the Board approved the minutes from April 21, 2003 regular session and April 23, 2003 special session.

VOUCHERS AND PAYMENT OF BILLS

The following vouchers/warrants were approved for payment by unanimous motion of the Board:

Voucher (War.) #1640267-164557\$288,574.06.

STAFF SESSION AGENDA – MAY, 2003

By unanimous motion, the Board approved the Staff Session schedule for May, 2003, listing two sessions to be held on May 7 and 21, both beginning at 9:00 a.m. in Conference Room #116, Courthouse Administration Building located at 1 N. E. 7th Street, Coupeville, Wa.

HIRING REQUESTS & PERSONNEL ACTIONS

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

<u>Dept.</u>	<u>PAA #</u>	<u>Description</u>	<u>Position #</u>	<u>Action</u>	<u>Eff. Date</u>
Planning	046/03	Assoc/Sr. Planner	1708.01	Replacement	7/1/03
Commissioners	047/03	Dept. Asst. .6 fte CI	620.01	Job Share	5/1/03
Commissioners	048/03	Dept. Asst. .4 fte CI	620.01	Job Share	5/1/03

COUNTY RELAY FOR LIFE TEAM MEMBERS – REQUEST PARTICIPATION

Relay for Life, a fundraising event for cancer research, will be held at the North Whidbey Middle School track for a 24 hour period beginning after work on June 6. Pam Jamieson, Team Captain, requests permission to send an e-mail to all County employees asking for participation or donations to the cause, and permission for County Relay for Life team members to ask for participation and donations among those in their offices.

As allowed under Island County Personnel Policies and Procedures Manual 2.01.070, the Board by unanimous motion authorized the Island County Relay for Life Team Members to ask for participation and solicit donations from Island County employees.

HEALTH CONTRACTS APPROVED

The Board, by unanimous motion, in the case of each below-listed health contracts [having been discussed previously at a staff session, and approved by the Board of Health], approved the following:

- Pacific Association For Labor Support-Title XIX MSS Funds Contract # HD-02-03 in the amount of \$3,000 [RM-HLTH-94-0168]
- Business Associate Agreement – Supplement to Contract HD-02-03 Pacific Association For Labor Support-Title XIX MSS Funds [Standard HIPPA Business Associate Agreement - RM-HLTH-94-0168]
- Department of Ecology-Liquid Waste-Revolving Fund Loan, Contract # L0100007 Amendment #1 a reduction in the amount of \$185,528.09 for total new Contract Amount of \$114,471.91 [RM-HLTH-02-0055]
- Business associate Agreement – Supplement to Contract #HD-13-02 - Christopher Spitters, MD, Medical Service Consultant [RM-HLTH-01-0046]
- Addendum to the Interagency Agreement between Skagit/Islands Head Start-Consultation Program and Island County Health Department Contract #HD-07-02 Addendum #1 \$3,450 for new Contract Amount \$5,000 [RM-HLTH-02-0047]
- Department of Health-2003-2004 Consolidated Contract #C08679 Amendment No. 1 \$19,181 for new Contract Amount \$513,945 [RM-HLTH-02-0094]
- Mary Jane Lungren, DDS- Oral Health Services Contract #HD-11-02 Amendment No. 1 \$2,000 for new Contract Amount \$18,637 [RM-HLTH-02-0067]
- Snohomish County-Region 3 AIDS Service Network Inter-Local Agreement Contract #HD-03-03 in the amount of \$72,953 [RM-HLTH-99-0014]
- DSHS – Program Agreement for Alternative Response System Services - Contract # 0363-19396 in the amount of \$6,916 [RM-HLTH-03-0008]

CLAIM FOR DAMAGES R02-025 CD WICK

Betty Kemp, Director, GSA/Risk Management, presented Claim for Damages #RD2-025CD by Christina Wick. The Claim was originally filed on July 18, 2002 in the amount of \$825.29 and has since been under review and investigation. The Claim alleges damage on 7/07/02 at Coles Road near Overlook Drive in Langley when County truck caused damage to vehicle windshield. After interviewing the truck driver and supervisor, the County Engineer determined that the driver was driving appropriately for the road conditions and appeared he was not going too fast. The rocks were on the road and probably picked up by the truck tire which would be considered a hazard road and as such, not the responsibility of the County. Both the County Engineer and Public Works Director recommended denial of the claim, and Risk Management concurred.

The incident occurred in a work zone; loose rock was left from pre-level work before being broomed off because work was in progress and traffic was allowed to go through at a slow pace. The rock probably would have been broomed off by about 5:00 p.m., the road cleared and the signs taken down to get it ready for unrestricted movement. The road was partly under construction a short distance away yet open to traffic; road work ahead signs were still in place. At some point before the crew left the site the road would be swept off. County responsibility for road hazards is no more a risk than for other private vehicles traveling through the area.

Consensus was that all claims of the same nature be treated equally, and the Board by unanimous motion denied the claim as recommended.

CERTIFICATE OF GOOD PRACTICE – ISLAND COUNTY ENGINEER

Certificate of Good practice was presented to Dick Snyder, Island County Engineer which was approved by resolution of the County Road Administration Board recently. A Certificate of Good Practice has been transmitted to the State Treasurer on behalf of Island County pursuant to the authority contained in RCW 36.78.090

FREELAND DEVELOPMENT AGREEMENT & COVENANTS

By unanimous motion, the Board approved Freeland Development Agreement and Covenants #PW 0120-76 between Island County and Freeland Commercial, LLC, Compass Investments, Inc. and South Whidbey Retirement LLC. Freeland developers propose building trunk line system from their development to the drainage basin with the County outfall to collect that drainage. The agreement obligates the developers to pay their pro-rata fair share fee to complete the surface and stormwater improvements.

BID AWARD – MAPLE GROVE ROAD EAST

As recommended by the Public Works Director, the Board awarded bid for the Maple Grove Road East project, under CRP 00-02, Work Order # 296, to the low bidder, SRV Construction, Inc., Oak Harbor, in the amount of \$483,364.40. Bids were opened on April 24, 2003.

SUPPLEMENTAL AGREEMENT #9 - BRYAN YOUNG ARCHITECTS

Supplement #9 to Agreement #RM-PW-320-36 between Island County and Bryan Young Architects was presented by Mr. Oakes. The change in scope reflects a reduction relating to juvenile detention facility work; increases contract amount by cost of living adjustment as provided for in the contract; and increases design contingencies.

By unanimous motion, the Board approved Supplement #9 to Agreement #RM-PW-320-36 as presented.

SIGNAL MAINTENANCE AGREEMENT

Pulled from the agenda by the Public Works Director.

RESOLUTION #C-44-03/PLG-007-03 INCORPORATING SERVICE AREA FOR THE BON AIR COMMUNITY CLUB INTO THE ISLAND COUNTY COORDINATED WATER SYSTEM PLAN

As presented and described by Joe Burcar, Island County Planning Department, the Board by unanimous motion approved Resolution #C-44-03 (PLG-007-03) Incorporating the Service Area for the Bon Air Community Club into the Island County Coordinated Water System Plan.

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

IN THE MATTER OF INCORPORATING THE)
SERVICE AREA FOR THE BON AIR COMM-) RESOLUTION C-44-03
UNITY CLUB INTO THE ISLAND COUNTY) PLG-007-03
COORDINATED WATER SYSTEM PLAN)

WHEREAS, the Bon Air Community Club water system was lawfully established prior to the adoption of the Island County Coordinated Water System Plan; and

WHEREAS, the Bon Air Community Club water system services the entire subdivision of Bon Air; and

WHEREAS, the Bon Air Community Club is not proposing to expand their water system service area rather it is proposing to incorporate the existing service area into the Island County Coordinated Water System Plan; and

WHEREAS, pursuant to WAC 197-11-800(4)(b) appropriations of 2,250 gallons per minute or less of ground water are exempt from SEPA review, **NOW, THEREFORE**,

BE IT RESOLVED by the Board of Island County Commissioners that the Bon Air Community Club water system service area is hereby incorporated into the Island County Coordinated Water System Plan.

APPROVED AND ADOPTED this 28 day of April, 2003.

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

ATTEST: Elaine Marlow,
Clerk of the Board

[Exhibit A to Resolution C-44-03 is on file with the Clerk of the Board]

There being no further business to come before the Board at this time, the meeting adjourned at 2:35 p.m. The next regular meeting of the Board will be on May 5, 2003 at 9:30 a.m.

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

Wm. L. McDowell, Chairman

William J. Byrd, Member

Mike Shelton, Member

ATTEST:

Elaine Marlow, Clerk of the Board