

**ISLAND COUNTY COMMISSIONERS - MINUTES OF MEETING
REGULAR SESSION - OCTOBER 20, 2003**

The Board of Island County Commissioners (including Diking Improvement District #4) met in Regular Session October 20, 2003, at 9:30 a.m. in the newly remodeled Courthouse Annex Hearing Room, Room #B102 (basement), located at 1 NE 6th Street, Coupeville, Wa. Wm. L. McDowell, Chairman, William J. Byrd, Member, and Mike Shelton, Member, were present. The meeting began with the Pledge of Allegiance. By unanimous motion, the Board approved the minutes from October 7, 2003 Special Session and October 13, 2003 Regular Session.

VOUCHERS AND PAYMENT OF BILLS

By unanimous motion, the Board approved the following vouchers/warrants for payment, as well as approving the payroll dated October 15, 2003: Voucher (War.) # 175096 - 175279\$436,050.75.

HIRING REQUESTS & PERSONNEL ACTIONS

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

Dept.	PAA #	Description	Position #	Action	Eff. Date
Coroner	080/03	Death Investigator	801.00	Replacement	12/1/03

**RESOLUTION #C-100-03 IN THE MATTER OF THE SALE AND OR
DISPOSAL OF SURPLUS COUNTY PROPERTY**

By unanimous motion, the Board approved Resolution #C-100-03 In the Matter of the Sale and Or Disposal of Surplus County Property, adding one truck to the surplus list.

**STATE OF WASHINGTON
COUNTY OF ISLAND**

IN THE MATTER OF THE SALE	}	
AND OR DISPOSAL OF SURPLUS	}	Resolution No. C-100-03
<u>COUNTY PROPERTY</u>	}	

WHEREAS, Island County has certain equipment which has lost its economic value/utility to the County; and

WHEREAS, pursuant to Island County Code Chapter 2.31, such item may be disposed of; and

WHEREAS, the item described on attached Exhibit "A" is now and has been the property of Island County, State of Washington; and

WHEREAS, it is in the best interest of the County and the citizens thereof that said item listed in Exhibit "A" be sold or disposed of in accordance with Island County Code Chapter 2.31; NOW THEREFORE,

BE IT HEREBY RESOLVED THAT the item listed on Exhibit "A" shall be sold or disposed of in accordance with Island County Code Chapter 2.31.

ADOPTED this 20 day of October, 2003.

**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

[Note: Exhibit "A" placed on file with the clerk of the Board]

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ON-SITE REPAIR FINANCIAL ASSISTANCE PROGRAM-WASHINGTON STATE WATER POLLUTION CONTROL REVOLVING FUND LOAN 2002

- As forwarded for approval by the County Health Services Director, the Board by unanimous motion authorized Whidbey Island Bank to accept payments tendered under Promissory Note and Deed of Trust from a homeowner on South Whidbey, to the Island County Water Quality Assistance Fund. Island County has a contract with the Washington State Department of Ecology with regard to the On-Site Repair Financial Assistance Program-Washington State Water Pollution Control Revolving Fund Loan 2002.

- **APPOINTMENT NAMED TO KEYSTONE FERRY ADVISORY COMMITTEE**

Brian Martin, Coupeville, was appointed by unanimous motion of the Board to serve as a member of the Keystone Ferry Advisory Committee for a term of four years expiring on August 31, 2007.

SPECIAL OCCASION LIQUOR LICENSE #92181 BY CAMANO ISLAND SERVICES ASSOCIATION APPROVED

Application for Special Occasion Liquor License #92181 by Camano Island Services Association for November 22, 2003, from 3:00 p.m. to 7:00 p.m. at the Camano Senior & Community Center, 606 Arrowhead Road, Camano Island, Wa. was approved by unanimous motion of the Board, based upon favorable review/recommendation of appropriate County departments.

MEMORANDUM OF UNDERSTANDING BETWEEN ISLAND COUNTY AND WASHINGTON STATE RECYCLING ASSOCIATION (RM-EXT-03-0063)

As transmitted under cover memo dated October 13, 2003 from Janet Hall, WSU, Waste Wise Program Coordinator, the Board by unanimous motion approved a Memorandum of Understanding between Island County and Washington State Recycling Association (RM-EXT-03-0063). This is the Rural Recycling Pilot Program to enhance the existing recycling program on Whidbey Island and will not require County funds.

HEALTH DEPARTMENT CONTRACTS APPROVED

As forwarded by the Health Services Director, the Board approved by unanimous motion, the following Health Department contracts:

- Contract #0363-36428 (RM-HLTH-99-0054) DSHS/Division of Developmental Disabilities; Developmental Disabilities-County Services in the amount of \$725,470;
- Contract # 0363-35522 (RM-HLTH-03-0066) DSHS-AI/SA Treatment/Prevention and Developmental Disabilities; no dollar amount change—advancing funds for cash flow;
- Contract #0363-34859 (RM-HLTH-03-0064) DSHS/Division of Developmental Disabilities; Developmental Disabilities-Real Choices Program, in the amount of \$4,040.

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REVIEW MONTHLY FINANCIAL REPORTS FROM AUDITOR & TREASURER

Suzanne Sinclair, Island County Auditor, and Linda Riffe, Island County Treasurer, submitted written financial reports for the period ending September 30, 2003 [copies placed on file with the Clerk of the Board]. Ms. Riffe's report was accompanied by a memorandum explaining any line items for any increases in revenue over the previous year, and supplied information as far as the current interest rates. The reports reflect close budgeting. Neither had any significant concerns to point out, and both Ms. Sinclair and Ms. Riffe responded to questions of the Board, with any specific follow-up to be provided later in writing.

DRAINAGE EASEMENT #PW-0320-98 - FREDERICK AND PATRICIA STRONG

- On presentation and summary provided by Bill Oakes, Public Works Director, the Board by unanimous motion approved a

mutual-benefit Drainage Easement #PW-0320-98 for Ships Haven Outfall, between Island County and Frederick and Patricia Strong, under Work Order 152, Lot 35-1, Plat of Syndicate Addition to Freeland, located in Sec. 10, Twp 29N, R 2E.

SUPPLEMENTAL AGREEMENT NO. 1 TO #PW-0020-53(A) - GEOENGINEERS, INC.

Supplemental Agreement No. 1 to #PW-0020-53(A) between Island County and GeoEngineers, Inc., for on-call geo technical and miscellaneous professional engineering services, reflecting new completion date of November 30, 2006, a change in the maximum amount payable, and revision to scope of work, was approved by unanimous motion of the Board, based on recommendation of Mr. Oakes.

RESOLUTION #C-101-03/R-36-03 – INTERFUND LOAN FROM THE ISLAND COUNTY ROAD FUND TO THE ISLAND COUNTY CAPITAL IMPROVEMENT FUND DEER LAGOON PROPERTY ACQUISITION

Resolution #C-101-03/R-36-03, as presented and recommended for approval by Mr. Oakes, In the Matter of Approving an Interfund Loan from the Island County Road Fund to the Island County Capital Improvement Fund in an amount not to exceed \$800,000 was approved by unanimous motion of the Board, for acquisition of the Deer Lagoon Property.

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

IN THE MATTER OF APPROVING AN)
INTERFUND LOAN FROM THE ISLAND COUNTY)
ROAD FUND TO THE ISLAND COUNTY) RESOLUTION C- 101-03
CAPITAL IMPROVEMENT FUND) R- 36 -03

WHEREAS, the Board of County Commissioners has determined that Island County shall acquire the Deer Lagoon property and permanently preserve the 379 acre site on Useless Bay for its conservation value as wetland habitat; and

WHEREAS, the purchase of the single parcel will be \$1,400,000, being reimbursed \$800,000 from the State and a grant from NOAA for \$596,000; and

WHEREAS, it is the desire of the Board to provide cash flow in the Capital Improvement Fund for taxes not yet collected; and

WHEREAS, there are funds available in the County Road; and

WHEREAS, regulations governing interfund loans require that they bear interest at a rate equal to the externally earned rate available to the County and that the term of the loan shall be for no more than five (5) years; and

WHEREAS, the Island County Treasurer oversees the status and disposition of interfund loans with the Island County Auditor recording the balance due at the end of each calendar year as a liability of the borrowing fund and a receivable of the source fund;

NOW, THEREFORE, BE IT HEREBY RESOLVED that an interfund loan not to exceed \$800,000 is authorized from Fund 101 (Island County Road Fund) to Fund 134 (Island County Capital Improvement Fund) with interest charged at the rate earned by county funds in the State Investment Pool, said loan to be paid in full, in annual payments, within 5 years of the date of withdrawal of funds from the County Road Fund. Direction for transfer of funds from the County Road Fund to the Capital Improvement Fund for the interfund loan will be given to the Treasurer’s Office by the Public Works Director.

APPROVED AND ADOPTED this 20th day of October, 2003

**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

FINANCIAL ASSISTANCE AWARD #NA03NOS4190124 (#PW-0320-112) U.S. DEPARTMENT OF COMMERCE

(NOAA GRANT) –ACQUISITION OF DEER LAGOON PROPERTY

Financial Assistance Award under #PW-0320-112 between Island County and the U. S. Department of Commerce (NOAA), for grant amount of \$596,100 for the Acquisition of Deer Lagoon Property was approved by unanimous motion of the Board.

BUDGET WORKSHOP

Budget Workshop began at 10:45 a.m. in the County Administration Building, Conference Room #116, 1 NE 7th Street, Coupeville, Wa., for the purpose of review and discussion of the budget status with the Budget Director.

Hand-Outs:

1. 2004 Workshop Budget – Current Expense Summary – Update
2. 2004 Workshop Budget – Supplemental Budget Requests – Update

The new Current Expense summary reflects funding all current positions approved in 2003, including the additional programmer in Central Services, with the exception of the cost of bringing the CASA Coordinator position to full-time, which would be an additional \$8,400 on top of the \$402,086 shortfall. Should all supplemental requests be approved, the shortfall comes to about \$730,000.

The Commissioners will review and digest the updated budget information over the next week. Two budget workshops are scheduled to review status/wrap-up: October 27th at 3:00 p.m. and November 3rd at 1:30 p.m. The Budget Director plans to have the budget ready for presentation at the Board meeting of November 10th and anticipates on that date the Board will schedule a public hearing on the budget for the first Monday in December.

There being no further business to come before the Board at this time, the meeting adjourned at 10:55 a.m. The next regular meeting of the Board will be October 27, 2003, beginning at 11:30 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