

## BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING - NOVEMBER 24, 2003

The Board of Island County Commissioners convened in regular session at 11:30 a.m. on November 24, 2003, for a roundtable discussion with Elected Officials, held in the Board of County Commissioners Hearing Room (Room #102B), Island County Courthouse Annex, 1 NE 6<sup>th</sup> Street, Coupeville, Wa. Other topics for the Regular Session followed at 1:30 p.m. as outlined on the agenda, *including* Diking Improvement District #4. Wm. L. McDowell, Chairman, William J. Byrd, Member, and Mike Shelton, Member, were present.

### **ROUNDTABLE MEETING WITH ISLAND COUNTY ELECTED OFFICIALS**

Elected Officials: Tom Baenen; Greg Banks; Sharon Franzen

Other: Elaine Marlow

### **County Clerk**

Reference memo November 20, 2003 to the Board from Sharon Franzen regarding collections program. Accounts to collection agencies resulted in collecting \$10,000 to date for 2003. Requests in-house collections program, and integral part of the job would be statistics. Collections in the past have been aimed at old accounts; new program anticipates referral to collection within 30-60 days of delinquent accounts.

Consensus. Board agreed pilot program for a twelve month period show that collections are as much as the position costs [including benefits] plus \$10,000. Need to follow through with PAA process through Human Resources.

### **Commissioners**

State Exit audit a win for the County, especially thanks to comments from the Assessor and Auditor. Draft finding regarding County's computer program was changed by the Audit Team to a comment in the management letter. Some key dates are coming up with milestones to be met by Central Services.

### **Assessor**

Approaching the end of the thirty-day review appeal period for taxpayers regarding property valuations. Board of Equalization has received about 700 +/- filings; some yet to come in the mail but all have to be postmarked midnight tonight. Assessor will send out just under 1500 new valuation notices this afternoon which will generate a new 30 day appeal period for those who receive the notice.

### **Prosecutor**

Adult Drug Court program - State funds coming to the County to get the new drug court started. Had been under the impression that the County would get the grant, a fixed amount of money to hire someone as case manager. However, subsequently advised that the County will have to bill the State for services and at some time in the future the County will then be reimbursed. Currently negotiating with the Department of Alcohol and Substance Abuse to see if there is some better way this can be accomplished. The problem is one of cash flow. As suggested, Mr. Banks will look into incorporating at least an 18% overhead/administration into the grant.

Next Elected Officials Round Table: December 22, 2003 at 11:30 a.m.

### **VOUCHERS, PAYMENT OF BILLS, MINUTES APPROVED**

The following vouchers/warrants were approved for payment by unanimous motion of the Board: Voucher (War.) 178023-178287 = \$534,671.25.

The Board by unanimous motion, approved the following previous meeting minutes: November 12, 2003 Special Session; November 13, 2003 Special Session; and November 17, 2003 Regular Session.

### **AMENDMENT A - AGREEMENT #E03-284 - WASHINGTON STATE MILITARY DEPARTMENT AND**

**DEPARTMENT OF HOMELAND SECURITY HOMELAND**

By unanimous motion, the Board approved Amendment A to Agreement #E03-284 - Washington State Military Department and the Department of Homeland Security [RM-GSA-03-0031]. The overall contract amount remains the same; Amendment A reflects revised budget developed which reallocates \$6,801 awarded.

**HEARING SCHEDULED: ORDINANCE #C-117-03 IN THE MATTER OF AMENDING THE PROVISIONS OF CHAPTER 10.06 ICC REGARDING IMPOUNDMENT OF VEHICLES**

A Public Hearing was scheduled by unanimous motion of the Board to be held on December 22, 2003 at 1:45 p.m. on Ordinance #C-117 -03 in the matter of amending the provisions of Chapter 10.06 ICC regarding impoundment of vehicles. The proposed ordinance would amend the Island County Code

regarding impoundment and release of vehicles operated by suspended or revoked drivers to comply with changes in state statutes made by the 2003 Legislature.

**DIVISION 1 AND 2, PLAT OF THUNDER RIDGE, CAMANO ISLAND**

The Board by unanimous motion ratified action taken during the November 19, 2003 Staff Session with regard to Division 1 and 2 of the plat of Thunder Ridge, Camano Island, as follows:

Agreement approved at Staff Session on November 19, 2003 between Island County and TR Camano, Inc. and David Platter, individually, and Robert Cole, individually

Resolution #C-116-03 [PLG-028-03] approved at Staff Session on November 19, 2003, In the matter of removing an interim official control that designated Division 1 and Division 2 of the Plat of Thunder Ridge as a Critical Drainage Area.

*[Copies on file with the Clerk of the Board]*

**STAFF SESSION SCHEDULE FOR DECEMBER, 2003**

The December, 2003 Staff Session Schedule was approved by unanimous motion of the Board for distribution, outlining staff sessions to be held on December 3 and 17 beginning at 9:00 a.m.

**SPECIAL OCCASION LIQUOR LICENSE #090590 BY COUPEVILLE ARTS CENTER**

Based upon recommendations of approval from the Health Department and Sheriff's Office, and a recommendation for conditional approval from the Island County Planning & Community Development Department, the Board by unanimous motion approved Special Occasion Liquor License #090590 by Coupeville Arts Center for December 4, 2003 from 6:00 p.m. to 9:00 p.m. at the Jenne Farm, 538 S. Engle Road, Coupeville, subject to the condition that applicants obtain a Temporary Use Permit as outlined in letter dated November 19 from the Island County Planning & community Development.

**RESOLUTION #C-118-03 AUTHORIZING AND INCREASING CERTAIN PETTY CASH, CHANGE, AND REVOLVING FUNDS WITHIN ISLAND COUNTY**

By unanimous motion the Board approved Resolution #C-118-03 Authorizing and increasing certain petty cash, change, and revolving funds within Island County.

BEFORE THE BOARD OF COUNTY COMMISSIONERS  
OF ISLAND COUNTY, WASHINGTON

IN THE MATTER OF AUTHORIZING  
AND INCREASING CERTAIN PETTY  
CASH, CHANGE AND REVOLVING

RESOLUTION C-118-03

FUNDS WITHIN ISLAND COUNTY

WHEREAS, the Island County Board of County Commissioners has, by resolutions duly adopted, and established petty cash funds, change funds, and revolving funds for Funds and Departments under its jurisdiction over a period of many years, and

WHEREAS, the adoption of C-114-01 by the Board of Commissioners on August 27, 2001, established Policies and Procedures with respect to Petty Cash Funds, and

WHEREAS, the Island County Auditor's Office has reviewed the petty cash, change and revolving funds as shown on Exhibit A and recommends each fund be authorized as shown:

NOW THEREFORE

BE IT HEREBY RESOLVED, that the petty cash, change and revolving funds shown on Exhibit A be authorized as shown.

ADOPTED this 24<sup>th</sup> day of November, 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

*[Exhibit A on file with the Clerk of the Board]*

**JOINT REPRESENTATION AGREEMENT WITH NATIONAL ASSOCIATION OF HOME BUILDERS AND PERKINS COIE LLP FOR INTERVENTION AS DEFENDANTS IN FEDERAL LAWSUIT INVOLVING ESA AND FEDERAL FLOOD INSURANCE AND ASSISTANCE**

Phil Bakke, Director, Planning & Community Development, presented comments and information, a

follow-on from his Staff Session with the Board on November 19 with respect to the National Wildlife Federation lawsuit filed seeking to force FEMA into consultation under the Endangered Species Act to consider the effects of administration of the National Flood Insurance Program on Puget Sound Chinook. NWF asked that the Court enjoin the issuance of any flood insurance for new construction in the Puget Sound ESU until FEMA completes consultation with NMFS on the effects of the flood insurance program. Island County is listed in Attachment B to the Complaint showing affected jurisdictions, along with other counties and cities. This is important for Island County because in order to seek financing for any new construction, remodels, etc., owners of properties affected by flooding need to be able to acquire flood insurance. If the injunction is granted, there will be a three to five year process during which time FEMA will not be issuing new insurance policies for citizens of Island County. The National Association of Home Builders is leading a coalition to intervene in the lawsuit to defend FEMA against the claim. Mr. Bakke presented at this time for the Board's approval and signature, a Joint Representation Agreement to join the coalition as intervenor defendants.

By unanimous motion, the Board approved and signed the Joint representation Agreement with National Association of Home Builders and Perkins Coie LLP for Intervention as Defendants in Federal Lawsuit Involving ESA and Federal Flood Insurance and Assistance.

**SUPERIOR COURT COMMISSIONER'S SALARY INCREASE**

Regarding Superior Court Commissioner's Salary, the Board agreed the position be treated the same as exempt employees, and for 2003 receive the 2% COLA granted that other county employees received, and treated the same as exempt employees for subsequent years.

**2004 COMMISSIONERS BUDGET TRANSFER**

The Board by unanimous motion authorized a budget transfer in the 2004 Commissioners Budget a total of \$500 from

Communications with \$250 to Travel and \$250 to Miscellaneous.

**COURTHOUSE FACILITIES - MURAL**

The mural that hung in the main entrance to the Island County Courthouse for 25 years was placed in storage in 2000-2001 while the Courthouse underwent a major renovation. In looking into the possibility of re-hanging the mural, i.e. the Courthouse Administration Building or Courthouse Annex Hearing Room, Facilities Management obtained an estimate of \$1800+ to have the mural professionally cleaned and framed. The Board asked that one more estimate be obtained before a decision is made.

**SUPPLEMENTAL AGREEMENT #1 – PW-0220-29(A) SKILLINGS-CONNOLLY, INC.**

As presented and recommended for approval by Bill Oakes, Public Works Director, the Board by unanimous motion approved Supplemental Agreement No. 1 to Agreement #PW-0220-29(A) between Island County & Skillings-Connolly, Inc. to reflect a revised completion date of December 31, 2004 related to the Camano Hill Road Widening project, under CRP 02-04, Work Order 176.

**QUIT CLAIM DEEDS ACCEPTED: WEST BEACH ROAD, PHASE 2 & 3**

As presented, the Board by unanimous motion approved the following Quit Claim Deeds associated with West Beach Road, Phase 2 and 3:

Quit Claim Deed – Debra & John Rangel, Jr., \$2,100.00, West Beach Road Phase 2, Work Order #15 Parcel 413-4300; Sec 25, Twp 32N, R 1W.

Quit Claim Deed – Denise A. & Shanon T. Buys, \$3,100.00, West Beach Road Phase 3, Work Order #207; Parcel 297-3640; Sec. 24, Twp 32N, R 1W.

Quit Claim Deed – Joan & Kenneth Lee McCollum; \$950.00, West Beach Road Phase 3, Work Order #207; Parcel 367-4100; Sec 24, Twp 32N, R 1W.

Quit Claim Deed – Joan & Kenneth Lee McCollum; \$950.00; West Beach Road Phase 3, Work Order #207; Parcel #343-4100, Sec 24, Twp 32N, R 1W.

**PETITION TO VACATE COUNTY ROAD RIGHT-OF-WAY – VACATE A PORTION OF COUNTY ROAD RIGHT-OF-WAY KNOWN AS HONEYMOON BAY ROAD**

On presentation of a Petition to vacate a portion of County Road right-of-way known as Honeymoon Bay Road located in Section 10, Township 29N, Range 2E by petitioner Gail Glasen, the Board by unanimous motion referred the petition to the County Engineer for processing.

**CONTRACT/CONTRACT BOND #PW-0320-132 - G.G. EXCAVATION, INC., TERRY'S CORNER SIGNAL INSTALLATION – CAMANO ISLAND**

Contract #PW-0320-132 and contract bond between Island County & G.G. Excavation, Inc., for Terry's Corner Signal Installation project on Camano Island under CRP 01-03 in the amount of \$548,916.00 was approved by unanimous motion of the Board.

**SUPPLEMENTAL AGREEMENT NO. 3 #PW-0020-30 ( C ) - PERTEET ENGINEERING , INC. – TERRY'S CORNER PARK & RIDE FACILITY**

The Board, by unanimous motion, approved Supplemental #3 to Agreement #PW-0020-30 ( C ) between Island County & Pertee Engineering Inc. for Terry's Corner Park & Ride Facility. The supplemental agreement was necessary only to make a grammatical correction.

There being no further business to come before the Board at this time, the meeting adjourned at 2:27 p.m.  
The next regular Board meeting is on December 1, 2003 at 9:30 a.m.

BOARD OF COUNTY COMMISSIONERS  
ISLAND COUNTY, WASHINGTON

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Wm. L. McDowell, Chairman

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William J. Byrd, Member

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Mike Shelton, Member

ATTEST:

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Elaine Marlow, Clerk of the Board