

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING  
MAY 17, 2004**

The Board of Island County Commissioners (including Diking Improvement District #4) met in Regular Session on May 17, 2004 at 9:30 a.m. in the Island County Courthouse Annex, Hearing Room, 1 N. E. 6<sup>th</sup> Street, Coupeville, Wa. William J. Byrd, Chairman, Mike Shelton, Member, and Wm. L. McDowell, Member, were present. The meeting began with the Pledge of Allegiance. By unanimous motion, the Board approved the minutes from the May 10, 2004 regular meeting.

**VOUCHERS AND PAYMENT OF BILLS**

By unanimous motion, the Board approved the payroll dated May 15, 2004, and the following vouchers/warrants:  
Voucher (War.) #189610 - 189736 .....\$ 365,345.79.

**Veterans Assistance Fund:** [*emergency financial assistance to certain eligible veterans; the names and specific circumstances are maintained confidential*]. As recommended unanimously by the Veterans Assistance Review Committee the Board by unanimous motion approved Claim #V4-5 in the amount of \$11,349.30.

**HIRING REQUESTS & PERSONNEL ACTIONS**

As presented by Dick Toft, Human Resources 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>
Planning	046.94	Planning Tech I or II DOQ 1601.04	Replacement	5/17/04
GSA	047/04	DES Deputy Director 1305.00 .75 FTE to 1.0 FTE	Personnel Action	5/17/04
Auditor	048/04	Deputy Auditor/Auditing 211.00	Replacement	6/28/04

**HEALTH DEPARTMENT CONTRACTS APPROVED**

By unanimous motion, the Board approved the following Health Department contracts:

Contract #8283, Amendment 2 [RM-HLTH-99-0021] DSHS/DASA-AL/SA Treatment and Prevention; no increase or decrease in total maximum program. Contract total contract remains at \$1,150,631.

Contract #HD-13-02 Amendment 2 - Tuberculosis consultation-Christopher Spitters, MD. –  
Amendment Amount: \$1,500; Amended Contract Total: \$4,500 (RM-HLTH-01-0046).

**COUNTY DESIGNATED MENTAL HEALTH PROFESSIONAL**

The Board by unanimous motion, approved Jennifer Ross, MS as a County Designated Mental Health Professional, having met the requirements of RCW 71.24 and WAC 275-57 as confirmed by Jackie Henderson, Island County Human Services Director, Island County Health Department.

**RE-APPOINTMENTS NAMED TO ISLAND COUNTY BOARD OF EQUALIZATION**

The Board on unanimous motion reappointed the following individuals for another three-year term to May 31, 2007 to the Island County Board of Equalization: C. R. “Dick” Horgan, Freeland and Maxine Cray, Oak Harbor.

**NEW APPLICATION FOR LIQUOR LICENSE # 086298-3C - THE STAR STORE**

Island County received new application for Liquor License #086298-3C for grocery store beer and wine by The Star

Store for location at 5603 S. Bayview Road, Suite A (Bayview Corner LLC), Langley, by applicants Eugene and Tamar Gina Felton, After the customary review, the Island County Sheriff and Health Department recommended approval. A May 11, 2004 memorandum from Carole Croft, Development Services Manager, Planning & Community Development Department, stated no objection to issuance of the liquor license for The Star Store, subject to:

- The applicant must obtain a Certificate of Occupancy from Island County *prior* to opening for business.
- Obtain appropriate approval/agreement with the property owner for occupying this portion of the building complex.

Based on Departmental recommendations, the Board by unanimous motion approved the liquor license subject to the two conditions as stated.

### **ASSUMPTION OF LIQUOR LICENSE #071283-3C CLINTON SQUARE GAS & DELI**

Assumption of Liquor License #071283-3C for Clinton Square Gas & Deli, from Tae Kyung and Myong Suk Yang to Taemyong Corporation was approved by unanimous motion of the Board, consistent with the recommendation of the Sheriff.

### **AMENDMENT A TO INTERLOCAL AGREEMENT #EM03-336 - STATE OF WASHINGTON MILITARY DEPARTMENT, EMERGENCY MANAGEMENT DIVISION FY04 WIRELESS IMPLEMENTATION CONTRACT**

The Board by unanimous motion approved Amendment A to Interlocal Agreement #EM03-336 [RM-BOC-03-0035] between the State of Washington Military Department, Emergency Management Division and Island County for FY04 Wireless Implementation Contract, the Amendment in the amount of \$10,000, bringing the total contract to \$55,080.

### **PURCHASE ORDER - SIGNAL SERVICES ALARM INSTALLATION**

Purchase Order to Signal Services for purchase and installation of 14 duress alarms, 6 located in the Administration Building and 8 in the Law & Justice Center, for the amount of \$8,575 (plus Washington State Sales Tax) (RM-MAINT-04-0040) was presented by Dan Sherk, Facilities Director. These alarms are some that were not included in the original installation and now proposed to be installed. This would be a push button located at the front counters in the specified offices that when pushed, would ring into the Sheriff's Office.

Rufus Rose, South Whidbey, inquired how this had come about, and whether there had been any threats and/or assault occurrences.

The Commissioners explained this was a personal safety issue in various offices with respect to concern about personal safety from threatening people coming into an office or at the counter.

Motion, as made and seconded carried unanimously.

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

**Treasurer.** Linda Riffe, Island County Treasurer, submitted the Treasurer's written monthly financial report for the period ending April 30, 2004. Notes of interest:

Property Tax-current – down \$739,791 from April 2003, represents receipt of many tax payments later this year; the Office is still processing those payments.

Property Tax-prior - also down but was anticipated. Last year had been working on collection of outstanding delinquencies from the previous years that had never been collected.

Property Tax-compensating - changed to a new tax program and rather than making a full distribution only did

a test. The test has been confirmed accurate and the distribution will be made at the end of May.

Excise Tax-timber is an end-of-May distribution.

Investment interest – even though the interest rate dropped for the investment pool to 1.00% there has been some slight gain.

Community and Planning Development, second page line 12, shows a negative number indicating down by \$43,000 the entire month, although a positive \$54,000 YTD. It is the only negative number on that page and she will check with the Department and report back to the Board.

**Auditor.** Suzanne Sinclair, Island County Auditor, submitted the Auditor's written financial report for the period ending April, 2004, reporting that the percent-to-budget figure at this point of the year is 33% and Current Expense Fund is right at 33% overall for both revenues and expenditures. Revenue from other funds are lagging slightly, as are the expenditures. Other notes of importance:

Dog control shows 41% reflecting the fact that licenses are due by April 30<sup>th</sup> as well as reflective of collection of \$11,826 in shelter fees.

County Mental Health, page 3, line 13, reflects \$94,841 from grant reimbursement 2003, the last part of the construction grant.

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Line item 40 delinquent taxes 47% would appear to be a reflection of the Treasurer's efforts in collection of delinquent taxes. Jail expenditures are at 41% and believed to represent higher food costs in the jail this year as well as the retro payment. For these two issues, she will provide further information to the Board after further review.

### **PUBLIC INPUT OR COMMENTS**

Rufus Rose, continuing on with the discussion about a duress "panic" alarm button installation, believed further consideration should be given to the matter, and posed the following questions and suggestions:

Have there been threats or assaults such that warrants installing panic alarms? What constitutes a threat that would cause an employee to push a panic button, and what is the result of pushing the panic button? What provisions are made if an employee pushed a panic alarm out of spite or a grudge against a member of the public? If an employee feels threatened and pushes the panic alarm, with no justification, what is proposed to happen to the employee? Did the Board consider using a looped video such as 7-Eleven?

The Commissioners advised that various employees over time had asked for alarms and after discussing with Maintenance, the Board decided to go ahead and have the buttons installed. If there is a threatening situation, the button would be pushed and a Sheriff's deputy would respond, assess the situation and get it under control, and likely take statements from both Individual and the employee. There has to be a legitimate reason for the employee to feel danger or threatened. Commissioner Shelton pointed out that the Board considered the most cost effective way possible.

Linda Riffe provided an example of an assault case that happened with an employee in her office.

In the case of an assault Commissioner McDowell commented that it would be up to the Sheriff's Office working with the Prosecutor that would decide whether or not to bring criminal charges against the person who assaults an employee.

### **HEARING HELD: FRANCHISE #46R – RENEWAL OF EXISTING WATER DISTRIBUTION SYSTEM;**

**JUNE BEACH PROPERTY OWNERS ASSOCIATION, PLAT OF JUNE BEACH, SOUTH WHIDBEY**

A Public Hearing was held at 10:20 a.m. as advertised, for the purpose of considering Franchise #46R , renewal of an existing water distribution system by the June Beach Property Owners Association in the Plat of June Beach located in Sec. 35, Twp 30N, R 2E, South Whidbey.

Bill Oakes, Public Works Director, reported that all departments requested to comment had responded as having no objection to the proposal, and recommended granting the franchise as submitted.

No comments were made either for or against the franchise renewal by members of the public.

By unanimous motion, the Board approved Franchise #46R , renewal of an existing water distribution system by the June Beach Property Owners Association in the Plat of June Beach located in Sec. 35, Twp 30N, R 2E, South Whidbey.

There being no further business to come before the Board at this time, the meeting adjourned at 10:22 a.m. The next regular meeting of the Board will be held on May 24, 2004, beginning at 11:00 a.m.

BOARD OF COUNTY COMMISSIONERS  
ISLAND COUNTY, WASHINGTON

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William J. Byrd, Chairman

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Mike Shelton, Member

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Wm. L. McDowell, Member

ATTEST:

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Elaine Marlow  
Clerk of the Board