

BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING-JULY 19, 2004

The Board of Island County Commissioners (including Diking Improvement District #4) met in Regular Session on July 19, 2004 at 9:30 a.m. in the Island County Courthouse Annex, Hearing Room, 1 N. E. 6th 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 Special Session of July 6, 2004 held on Camano Island, and Regular Session July 12, 2004.

VOUCHERS AND PAYMENT OF BILLS

By unanimous motion, the Board approved the payroll dated July 15, 2004, and the following vouchers/warrants: Voucher (War.) #193777 to 194024 \$360,947.21.

HIRING REQUESTS & PERSONNEL ACTIONS

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

Dept.	PAA #	Description	Position #	Action	Eff. Date
Assessor	064/04	Appraiser II	107.05	Appraiser I to II	8/1/04
Health	065/04	Public Health Coord.	2408.07	Reduction of hours	9/1/04

REVIEW MONTHLY FINANCIAL REPORTS**Auditor**

Suzanne Sinclair, Island County Auditor, submitted the Auditor's written financial report for the period ending June 30, 2004. Mid-year figures should reflect the 50% mark for both revenues and expenditures; items to note on this report where 50% is over or under included:

- Coroner [revenue line 19] autopsy reimbursement for the first half of 2004 not yet received
- Maintenance [revenue line 31] janitorial services will not be billed [for the entire year] until October
- Superior Court [revenue line 36] court-shared costs for second quarter has not yet been received
- Jail [expenditures line 27] professional services payments are high; \$66,000 of that belongs to 2003
- Sheriff [expenditures line 36] is at 54% reflecting \$133,000 paid June for the third quarter I-COM; and \$65,000 retro payment.

The Auditor will look into: the reason District Court revenues are down and review to see whether County Clerk revenue reflects dollars as a result of the new position for collections.

Treasurer

Mark Heistad, Chief Deputy Treasurer, reported on behalf of Linda Riffe, Island County Treasurer, submitting the Treasurer's financial report for the same period. Mr. Heistad had no additional comments, but was available to respond to any questions of the Board or public.

[Financial Reports are on file with the Clerk of the Board]

DIKING DISTRICT NO. 1 APPOINTMENT

In accordance with RCW 85.38.070 (5), on recommendation of Diking District No. 1 Commissioners Steve Arnold and Raymond E. Gabelein, the Board by unanimous motion appointed Sally Berry, Clinton, to serve as Diking District No. 1 Commissioner, to fill a current vacancy, for a term running until the next special district election.

APPOINTMENTS/ RE-APPOINTMENTS TO VARIOUS BOARDS AND COMMITTEES

Marine Resources Committee (MRC)

By unanimous motion the Board appointed Bruce Wood, Oak Harbor, to serve on the Marine Resources Committee for a term to December 31, 2007 representing "Commercial".

Island County Fair Board

The Board by unanimous motion appointed Eric Lehman, Greenbank, to the Island County Fair Board representative of the area encompassed by the Coupeville School District to fill an existing term until October 8, 2006.

SPECIAL OCCASION LIQUOR LICENSE #090293-WHIDBEY ISLAND CELTIC SOCIETY

Special Occasion Liquor License #090293 by Whidbey Island Celtic Society for an event to be held on August 14, 2004 from 9:00 a.m. to 5:00 p.m. at the Greenbank Farm, Greenbank, Wa. was approved by unanimous motion of the Board, based on review and recommendations of approval from the appropriate County departments.

INTERLOCAL AGREEMENT REGIONAL MICROENTERPRISE PROJECT - ADMINISTRATION OF A COMMUNITY DEVELOPMENT BLOCK GRANT

By unanimous motion, the Board approved Interlocal Agreement Regional Microenterprise Project for the purpose of designating Jefferson County as lead agency for administration of a community development block grant for the development of small business throughout the parties' jurisdictions. (RM-BOCC-04-0068).

AMENDMENT 2 – HS-06-03 (2) - TOTAL LIVING CONCEPT - PERSON TO PERSON SERVICES PROGRAM

The Board, by unanimous motion, approved Amendment 2 to Contract #HS-06-03 (2) with Total Living Concept, to increase the contract to reflect additional dollars in the amount of \$1,360 for the Developmental Disabilities-Person to Person Services Program for total contract amount of \$31,288 [RM-HLTH-98-0004].

BID AWARD - FOUR SPRINGS PROJECT

Terri Arnold, Assistant Director, GSA/Parks Superintendent, provided the Department's recommendation for bid award with regard to the Four Springs Construction Project, phase I bids opened on June 22, 2004. In this case, Ms. Arnold recommended rejection of the bid and requested

the Department be authorized to recall for bids. The one bid received came in some \$216,000 over the cost estimates. With some adjustment to three areas within the scope of work, Ms. Arnold was confident of positive results and anticipated more than one bid.

By unanimous motion, the Board rejected the bid received from Jenkins, Inc. on the Four Springs Construction Project, Phase I, and authorized the Parks Department to go out for rebid, with revisions to bid specs.

HEARING DATE CONTINUED: RESOLUTION #C-67-04 AMENDING ISLAND COUNTY CODE CHAPTER 2.20A, ISLAND COUNTY FAIR

To allow sufficient review time for legal staff with respect to consistency between the proposed code changes and the Fair Association Bylaws, the Board by unanimous motion continued the public hearing on Resolution #C-67-04 Amending Island County Code Chapter 2.20A, Island County Fair, from July 26, 2004 @ 10:45 a.m. to August 23, 2004 @ 2:45 p.m.

PUBLIC INPUT OR COMMENTS

Lori Hilleary, Langley, and Kim McMaster, Freeland, addressed the Board on the subject of last meeting's concern, the question concerning ownership of McMaster Road. At that time the Commissioners agreed to have research done by staff,

with a written response provided to Ms. Hilleary and Ms. McMaster, and the ladies wondered when that would be forthcoming. They submitted today a letter for the record "McMaster LN Versus McMaster Road, Private or County" citing the history of the road back to 1916, providing information about a short plat application between 1984-1987, and road vacation action denied in 1990 by the then Board of County Commissioners.

The Commissioners suggested that Ms. Hilleary and Ms. McMaster provide the Public Works Director with any additional written information they may have. The Commissioners confirmed that the Public Works Director was tasked with looking into the issue and doing the necessary research in order to provide the ladies with written response, which hopefully would occur within the next few weeks.

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INITIATION OF COUNTY ROAD PROJECTS

Proposed CRP 04-05, Arrowhead Road Outfall, and CRP 04-06, Sailview Lane Outfall, pulled from the agenda.

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SUPPLEMENTAL AGREEMENT # - PW-0020-28(B) - ROSA M. ABEYTA LLC

Pulled from agenda

RESOLUTION #C-71-04/R-26-04 APPROVING SPECIFICATIONS & AUTHORIZING CALL FOR BIDS FOR ONE (1) NEW 2004/2005 DUMP TRUCK CAB & CHASSIS

Resolution #C-71-04/R-26-04 Approving Specifications & Authorizing Call for Bids for One (1) New 2004/2005 Dump Truck Cab and Chassis was approved by unanimous motion of the Board, as presented by Bill Oakes, Public Works Director. *[Resolution #C-71-04/R-26-04 placed on file with the Clerk of the Board]*

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RESOLUTION #C-72-04/R-27-04 ADOPTION OF ISLAND COUNTY'S SIX-YEAR TRANSPORTATION IMPROVEMENT PROGRAM (TIP) FOR THE YEARS 2005 – 2010.

Mr. Oakes presented for approval Resolution #C-72-04/R-27-04 Adoption of Island County's Six-Year Transportation Improvement Program (TIP) for the Years 2005 – 2010, having been before the Planning Commission and found in compliance with the Island County Comprehensive Plan.

By unanimous motion the Board approved Resolution #C-72-04/R-27-04 Adoption of Island County's Six-Year Transportation Improvement Program (TIP) for the Years 2005–2010 as presented. *[Resolution #C-72-04/R-27-04 placed on file with the Clerk of the Board]*

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RESOLUTION #C-73-04/R-28-04 – ADOPTION OF ISLAND COUNTY'S SIX-YEAR CAPITAL IMPROVEMENT PROGRAM (CIP) FOR THE YEARS 2005-2010.

For the Board's approval, Mr. Oakes presented Resolution #C-73-04/R-28-04 In the Matter of adoption of Island County's Six-Year Capital Improvement Program (CIP) for the Years 2005-2010, also presented to the Planning Commission and found in compliance with the Island County Comprehensive Plan.

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By unanimous motion, the Board approved Resolution #C-73-04/R-28-04 In the Matter of Adoption of Island County's Six-Year Capital Improvement Program (CIP) for the Years 2005-2010. *[Resolution #C-73-04/R-28-04 placed on file with the Clerk of the Board]*

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AWARD OF BID FOR SIDE DISCHARGE CONVEYOR

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Mr. Oakes, along with Jack Taylor, Road Maintenance Superintendent, presented for the Board's consideration, award of bid for a Side Discharge Conveyor to Norstar Industries, Inc., Auburn, Wa. in the amount of \$27,503.55, including sales tax and trade-in. The Norstar bid was the only bid received. Mr. Oakes confirmed that as requested by the Board at a staff session, the Department did look for a potential second quote and found a California distributor. By way of a letter dated July 15, 2004, that firm indicated that: the Norstar quote was essentially the same as they would have quoted if they were in

this area but would have taken exception to the technical assistance and trade-in portions.

Having purchased this type equipment since 1993, and since there is only one vendor available to the county for this equipment, Commissioner McDowell suggested that in the future the Department use the sole source quote process rather than bidding process.

By unanimous motion, the Board awarded bid to Norstar Industries in the amount of \$27,503.55, including sales tax and trade-in.

PURCHASE ORDER/CONTRACT APPROVED - MOSQUITO EVALUATION IN DEER LAGOON

Mr. Oakes requested Board approval of a purchase order and follow-on contract with a consultant for mosquito assessment/evaluation in the Deer Lagoon area between the County and Robert Stansbury, in the amount of \$6,000, the lowest of three quotes obtained. A simple contract is being prepared now and once the contract review process has been satisfactorily completed, Mr. Oakes asked that the Board authorize the Chairman to sign the purchase order and contract.

By unanimous motion the Board authorized the Chairman to sign a future contract and purchase order with Robert Stansbury, once the contract has completed contract review process, not to exceed \$6,000.

There being no further business to come before the Board at this time, the meeting adjourned at 10:25 a.m.. The next regular meeting of the Board will be held on July 26, 2004 beginning at 11:00 a.m. with a roundtable, followed at 1:30 p.m. with regular agenda items.

BOARD OF COUNTY COMMISSIONERS
ISLAND COUNTY, WASHINGTON

William J. Byrd, Chairman

Mike Shelton, Member

Wm. L. McDowell, Member

ATTEST:

Elaine Marlow
Clerk of the Board