

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING  
AUGUST 20, 2007 – REGULAR SESSION**

The Board of Island County Commissioners (including Diking Improvement District #4) met in Regular Session on August 20, 2007 beginning at 9:30 a.m., in the Island County Courthouse Annex, Hearing Room, 1 N. E. 6<sup>th</sup> Street, Coupeville, Washington. Mike Shelton, Chairman, Wm. L. McDowell, Member, and John Dean, Member were present. The meeting began with the Pledge of Allegiance. By unanimous motion the Board approved the minutes from the Regular Sessions held July 23, August 6, and August 13, 2007.

**ELECTRONIC FUND TRANSFERS, VOUCHERS, PAYMENT OF BILLS, PAYROLL**

By unanimous motion, the Board approved the Electronic Fund Transfers, payroll dated August 15, 2007, and the following vouchers/warrants:

Vouchers (War.) #'s 269150-269445 .....	\$1,643,116.94
Electronic Fund Transfers: .....	\$1,079.94

**HIRING REQUESTS & PERSONNEL ACTIONS**

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

<u>Department</u>	<u>PAA #</u>	<u>Description</u>	<u>Position #</u>	<u>Action</u>	<u>Eff. Date</u>
Juvenile Court Svcs	105/07	CASA Program Coord.	1908.01	Personnel Action Reclass	08/20/07
Public Works	106/07	Truck Driver – Cpv1	2242.01	Replacement	08/20/07
Planning & Community Devel.	107/07	Plans Examiner/Bldg Inspector Trainee/I	418.10	Replacement	09/24/07

**MONTHLY FINANCIAL REPORTS**

**Auditor**

Suzanne Sinclair submitted the Auditor's written revenue and expenditure reports for the period ending July 31, 2007. She reported that the current expense revenue is at 57% and the expenditures at 55%. The Public Defender has not received contributing funds for public defense from the state which is 78% of its budget and a large amount of the yearly budget for the Public Defender was paid out for conflict attorney professional services. Concerning other funds, Ms. Sinclair reported that more than the estimated amount in the Auditor's O & M fund was received for state entitlement funds.

**Treasurer**

Linda Riffe submitted the Treasurer's written financial report for the period ending July 31, 2007 adding the following comments:

- The \$10,000 received in 2006 for telecommunications was a one time rebate payment and will not be received again this year;

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- Property tax collection increased, thus reducing the number of delinquent property tax accounts. This also had the effect of reducing interest and penalties;
- There is an increase in the sales and use tax of \$335,760.35 in 2007 over 2006;
- The County will receive two more excise tax-leasehold payments: one in September and another in December; and
- The County will receive two more liquor profits payments: one in September and another in December.

**APPOINTMENTS TO VARIOUS BOARDS/COMMITTEES**

The Board, by unanimous motion, made the following appointments:

**Camano Mosquito Abatement District:**

Terry Benham, appointed as a member of the Board of Trustees for the Camano Island Mosquito Abatement District. Term shall expire January 1, 2009.

**Island County Board of Equalization:**

Veronica Chadash, appointed as a member of the Island County Board of Equalization. Term shall expire May 31, 2010.

**Substance Abuse Services Advisory Board:**

Ruth Washton-Brown, appointed as a member of the Island County Substance Abuse Services Advisory Board. Term shall expire August 20, 2010.

**REQUEST FOR FULL RECONVEYANCE OF DEED OF TRUST BY HABITAT FOR  
HUMANITY OF ISLAND COUNTY**

By unanimous motion the Board approved the Request for Full Reconveyance of Deed of Trust by Habitat for Humanity of Island County for Lot 105, Redwing Division 2, Oak Harbor, Parcel No. S8008-02-001050. Habitat for Humanity of Island County has fulfilled its obligations under the contract by selling the home.

**ADDENDUM A TO CONTRACT WITH THYSSENKRUPP ELEVATOR CORPORATION**

The Board by unanimous motion approved Addendum A to the contract with Thyssenkrupp Elevator Corporation to renew the existing elevator maintenance agreement for an additional five years. Contract Amount: \$52,200.00. [RM-MAINT-02-0045]

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**BID AWARD TO OK ROOFING**

At the request of the Facilities Director, Dan Sherk, the Commissioners considered approval of a bid award to OK Roofing to replace a metal roof on the Island County District Court building. The request for bid award approval was not on the agenda for today but in an effort to proceed with contract review so the necessary work to replace the roof can begin in the immediate future, Mr. Sherk requested that the Board approve the bid award as presented. He confirmed that the matter was discussed at a previous staff session and the proper procurement method was followed.

By unanimous motion the Board approved a bid award to OK Roofing for the Island County District Court Roof Project in the amount of \$45,052.80.

**SUB-RECIPIENT AGREEMENT WITH CITY OF OAK HARBOR FOR PASS-THROUGH  
OF STATE HOMELAND SECURITY GRANT PROGRAM FUNDS**

The Board by unanimous motion approved the sub-recipient agreement with the City of Oak Harbor for the pass-through of State Homeland Security Grant Program (SHSGP) funds from the Island County Department of Emergency Management to City of Oak Harbor in the amount of \$33,857.00. *[RM-DEM-07-0107]*

**MAINTENANCE AND OPERATIONS PROJECTS AGREEMENT WITH THE ISLAND  
COUNTY HEALTH DEPARTMENT**

By unanimous motion the Board approved the Maintenance and Operations Projects Agreement with the Island County Health Department for Conservation Futures funding for the maintenance and operation of trail infrastructure improvements at Four Springs in the amount of \$5,000.00. *[RM-PKS-07-0139]*

**RESOLUTION C-91-07 IN THE MATTER OF WASHINGTON WILDLIFE AND RECREATION  
PROGRAM FARMLAND PRESERVATION AUTHORIZING RESOLUTION**

The Board by unanimous motion approved Resolution C-91-07 in the Matter of Washington Wildlife and Recreation Program Farmland Preservation Authorizing Resolution. The resolution authorizes applications for funding assistance for a Washington Wildlife and Recreation Program (WWRP) project to the Recreation and Conservation Office (RCO) as provided in Chapter 79A.15 RCW, acquisition of interest in real property for farmland preservation, for Ebey's Reserve Farmland (Engle) and Useless Bay East Farmland. *[Resolution on file with the Clerk of the Board]*

**PURCHASE ORDER WITH WASHINGTON TIMBERLAND MANAGEMENT FOR  
FORESTRY SERVICES AT RHODODENDRON CAMPGROUND**

By unanimous motion the Board approved Purchase Order No. 8042 with Washington Timberland Management for forestry services at Rhododendron Campground in the amount of \$4,000.00. Lee McFarland, Interim Superintendent of Island County Parks, assured Commissioner Dean that there will be oversight of the cutting process and markings from the old growth trees will be removed. He said a fairly old growth tree was also identified as hazardous to a neighboring property, more so than hazardous to the park, and it will be removed if removal does not endanger the neighboring property. *[RM-PKS-07-0075]*

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**PURCHASE ORDER WITH BRIM TRACTOR COMPANY, INC.**

By unanimous motion the Board approved Purchase Order No. 8043 with Brim Tractor Company, Inc. for purchase of a Magnum parks equipment trailer in the amount of \$5,292.00, including freight and tax. *[RM-PKS-07-0141]*

**CONTRACT WITH R.L. GOVERNOR D/B/A R L GOVERNOR CONTRACTOR**

The Board by unanimous motion approved the contract with R.L. Governor d/b/a R L Governor Contractor for renovation of the Maxwelton Park bathroom building in the amount of \$64,971.34. *[RM-PKS-07-0101]*

**INTERAGENCY AGREEMENT WITH WASHINGTON STATE DEPARTMENT OF  
AGRICULTURE FOR SPARTINA CONTROL**

By unanimous motion the Board approved an Interagency Agreement with the Washington State Department of Agriculture to provide the Island County Noxious Weed Control Board funding for the control and eradication of Spartina within Island County in the amount of \$100,000.00. Contract No. IA 08-07-05 *[RM-EXT-07-0154]*

**HEALTH DEPARTMENT**

As recommended by Tim McDonald, Health Services Director, by memorandum dated August 15, 2007 the Board unanimously approved the following agreement/requests for exemption:

Contract with Jan Pickard – Mental Health/Millage Special Project. Contract for professional services for outreach, preparation time and facilitation of senior support group sessions. Contract No. HS-14-07; Contract Amount: \$5,000 *(RM-HLTH-07-0122)*

Request for Exemption from Competitive Solicitation Procurement Procedure for contract for Parent-to-Parent Services in Island County provided by Skagit Valley College.

Request for Exemption from Competitive Solicitation Procurement Procedure for contract for HIV/AIDS Case Management Services provided by Compass Health.

**APPROVAL OF DESIGNATED MENTAL HEALTH PROFESSIONALS AND DESIGNATED  
CRISIS RESPONDERS – KIMBERLY ROBINSON, M.A.**

The Board, by unanimous motion, approved the designation of Kimberly Robinson, M.A. as a mental health professional and designated crisis responder. *[Designation on file with the Clerk of the Board]*

**REQUEST FOR BOATING SAFETY PROGRAM APPROVAL WITH WASHINGTON STATE  
PARKS AND RECREATION COMMISSION**

By unanimous motion the Board approved the Sheriff's Request for Boating Safety Program Approval with the Washington State Parks and Recreation Commission.

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**LIQUOR LICENSE APPLICATIONS APPROVED**

Having received recommendations of approval by the appropriate departments, the Board by unanimous motion approved forwarding a recommendation of approval to the Washington State Liquor Control Board for the following liquor license applications:

Assumption of Liquor License No. 087271-3F by Kenneth James Lukehart and Ben Lukehart, d/b/a The Straight Shots, Inc., for Islanders Restaurant, 848 N. Sunrise Blvd., Bldg. D, Camano Island, from Port Susan Investments & Management, LLC, d/b/a Islander's Espresso & Eatery.

Special Occasion Liquor License No. 092151 from Camano Senior Center, correcting the date of the previously approved special occasion at 606 Arrowhead Rd., Camano Island, from August 18, 2007 to August 25, 2007.

**HEARING HELD: TRANSFER OF FRANCHISE # 255 TO FRANCHISE # 336 BETWEEN  
ISLAND COUNTY AND VISTAIRE WATER SYSTEM, LLC– EXISTING WATER  
DISTRIBUTION LINE**

At 10:15 a.m. as advertised, a public hearing was held for the purpose of considering a transfer of Franchise # 255 (Vistaire Water System) to Franchise # 336 (Vistaire Water System, LLC), submitted by Vistaire Water System, LLC for an existing water distribution line in Sections 7-9 and 16-18 within Township 29N and Range 3E on Whidbey Island.

Randy Brackett, Assistant County Engineer, reported in favor of franchise approval as requested.

There were no public comments either in support of or in opposition to approval of the franchise.

By unanimous motion the Board approved transfer of Franchise # 255 to Franchise # 336 [RM-PW-0720-72] submitted by Vistaire Water System, LLC for an existing water distribution line located in Section 7-9 and 16-18 within Township 29N and Range 3E on Whidbey Island.

At the Commissioners' request Mr. Brackett will clarify on the map at Exhibit A that Lone Lake Shores and Lake View Terrace are excluded from the Vistaire Water System.

**PUBLIC WORKS**

As presented by Randy Brackett, Assistant County Engineer, immediately following the public hearing, the Board by unanimous motion approved the following:

**ROADS**

Resolution C-92-07/R-37-07 In the Matter of Amending a County Road Project designated as CRP 96-06(A), Work Order 209; Frostad Road Improvement Project (Sections 1a, 1b and 2). [Resolution on file with the Clerk of the Board]

Supplemental Agreement No. 1 with OTAK, Inc. for the Crawford Road Preliminary Design Study. Expiration Date Revised to October 31, 2007. [RM-PW-0620-106A]

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Temporary Easement Agreement with UNAVCO, INC. Parcel No. R32917-326-1000; Sec. 17, Twp 29N, R 3E. *[RM-PW-0720-80]*

Contract/Contract Bond with Krieg Construction, Inc. for the 2007 HMA Overlay on Whidbey Island. CRP 07-04, Work Order No. 413; Contract Amount: \$680,571.00. *[RM-PW-0720-73]*

Reimbursable Interagency Agreement with the Town of Coupeville for the hot mix asphalt overlay and planning as requested by the Town of Coupeville in conjunction with the County's 2007 Whidbey Island HMA Overlay Contract, CRP 07-04, Work Order No. 413; Contract Amount: \$47,729.00. *[RM-PW-0720-56]*

*(Agreement with Reichardt & Ebe Engineering, Inc. for On-Call Services (General Civil Engineering, Transportation, Hydraulics) pulled from today's agenda)*

**PUBLIC WORKS**

Declaration of Covenant with Town of Coupeville to fulfill a requirement within the Well System Agreement (AFN 4205776) signed June 4, 2007. *[RM-PW-0720-17]*

**DRAINAGE - Ewing Road Culvert Replacement; CDP 07-02, Work Order No. 408**

Permanent Drainage Easement with Leland M. Long, personal representative of the Estate of Joseph C. and Leda C. Long, Deceased. Parcel No. R32928-205-3270, Section 28, Township 29N, Range 3E. *[RM-PW-0720-81]*

Permanent Drainage Easement with George A & Cathleen H. Mead. Parcel Nos. R32928-134-1951 and R32928-134-1952, Section 28, Township 29N, Range 3E. *[RM-PW-0720-82]*

There being no further business to come before the Board, the meeting adjourned at 10:30 a.m. The next regular meeting of the Board will be on August 27, 2007 beginning at 11:00 a.m.

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

\_\_\_\_\_  
Mike Shelton, Chairman

Attest:

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Wm. L. McDowell, Member

\_\_\_\_\_  
Elaine Marlow  
Clerk of the Board

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John Dean, Member