

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING
DECEMBER 6, 2007 – SPECIAL SESSION**

The Board of Island County Commissioners met in Special Session on December 6, 2007 beginning at 9:00 a.m. in Conference Room 116, County Administration Building, First Floor, 1 N.E. 7th Street, Coupeville, Washington. Wm. L. McDowell, Chairman, John Dean, Member, and Phillip Bakke, Member were present.

2008 BUDGET WORKSHOP

Review of Revenue and Expenditure Estimates with Budget Director

In Attendance
Press: Paul Boring

The Board met in Special Session for the purpose of further discussion of the Public Health budget in an effort to reach a tentative majority agreement on remaining questions.

Miscellaneous Permit Fees

Recommended:

- Solid waste – 2003 last payment, easily could absorb cost without increase.
- Sanitarians – Last year the Board authorized a sanitarian position with no fee to cover expense. Suggest liquid waste half-time administrative position on Whidbey and leave full time sanitarian position on Camano; lose sanitarian position on Whidbey. In order to provide effected employees with adequate notice, the Commissioners authorize both positions through March using Current Expense funds if necessary. Increase fees 8.6 percent as requested.
- Living Environment – 36.5 percent increase.
- Drinking Water – 3.5 percent increase.

2007 On-Site Sewage System Monitoring

The Health Department requests \$257,000 for its start-up year for the On-Site Sewage System Monitoring. It is believed however that costs associated with the monitoring will be closer to \$30,000.

Recommended:

Since the time and costs associated with the monitoring are at this point unknown, suggest for the next couple of years the Health Department provide the service and request of the Board budget adjustments when necessary.

Recommended start-up budget:

- Salary Expenditures - \$15,600 for November and December.
- Small Tools – For first part of the year limit to clerical staff and sanitarian now on hand.
- Office Supplies and Fuel – Excluded; Remove work station since one less sanitarian; remove four of six chairs and provide a couple of visitor chairs; exclude request for complete new office space.
- Board will pay only actual costs.

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Recommended that the Planning Department take on the task of education with the Health Department's support. Planning, following review and discussion with Health, will report to the Board the associated time and costs involved for such education. In an effort to make the process easier for the public it was discussed that possibly a means of education may be through a DVD program rather than a web based program alone. All agreed that a well planned outreach program is of great benefit to everyone concerned. At a minimum, there is to be a four-hour certification program.

Recommended Line Item Amounts:

- Payroll – \$120,000
- Office - \$1400
- Fuel - \$1000
- Tools - \$1000
- Professional Services - (return to Board once program worked out)
- Communications: \$3000 (return to the Board once program worked out)
- Travel – \$1000
- Advertising – Excluded as associated costs are unknown at this time (return to Board once program worked out)
- Operating/Lease/Rental - \$9600
- Repairs/Maintenance - \$500
- Miscellaneous - \$1500
- Computer and Auto Reserves - \$2600
- Administrative Charge Approximately \$27,470
- TOTAL (without education or postage) \$169,070

Ms. Marlow reminded the Board that some of the costs will be offset by grant amounts and also expressed a concern about the strain on the general fund in future years, which at the moment is the only fund that funds the On-Site Sewage System Monitoring program. Commissioner Bakke said he believes it important there be a programmatic implementation of the program.

Miscellaneous

Board approved a 10% increase for WSU but in making the decision the Board was not aware that the indicated amount paid to WSU for professors was incorrect. The difference does not change the bottom line, and if the extra money is applied to Master Gardner salaries, the Board approves this change for 2008 only.

Ebey's Trust Board

Authorized one-time support for Ebey's Trust Board of \$10,000 through Historical Preservation Funds.

Approved: \$2500 for Stanwood-Camano Historical Society to develop kiosk and interpretative center at the new Cama Beach State Park.

Brief discussion ensued about moving the Parks Department from GSA to Planning. One idea of moving Parks with Conservation Futures under Planning is that it would allow the County to take Conservation Futures funds and showcase such projects as water quality resources.

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The Board also discussed the possible need to increase the Commissioners' contingency budget by \$28,000 due to the payment of a fraudulent warrant.

The Board discussed making Mental Health (Human Services) its own department and Jackie Henderson the appointed department head. The change may warrant additional clerical support and money manager; increase salary level to that of GSA department head.

Revision to Regularly Scheduled Staff Session Dates:

The Board reviewed the 2008 calendar and discussed changes to its regularly scheduled staff session dates. Staff sessions will be held in the following months as follows:

- Jan 9 and 16
- Feb 6 and 13
- April 9 and 16
- June 4 and 11
- July 9 and 16
- Sept 10 and 17

A revised schedule will be sent to Elected Officials and Appointed Department Heads as well as placed on the County's website.

There being no further business to come before the Board the meeting adjourned at 10:30 a.m. following Special Session. The Board will meet next in Regular Session December 10, 2007 at 9:30 a.m.

BOARD OF COUNTY COMMISSIONERS
ISLAND COUNTY, WASHINGTON

Wm. L. McDowell, Chairman

John Dean, Member

Phillip Bakke, Member

ATTEST:

Elaine Marlow
Clerk of the Board