

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING
JULY 21, 2008 – REGULAR SESSION**

The Board of Island County Commissioners met in Regular Session on July 21, 2008 beginning at 10:00 a.m. in the Board of County Commissioners Hearing Room (Room # 102B), Annex Building, 1 N.E. 6th Street, Coupeville, Washington. John Dean, Chairman, Phillip Bakke, Member, and William L. McDowell, Member were present. The meeting began with the Pledge of Allegiance.

MONTHLY FINANCIAL REPORTS

Auditor

Sheilah Crider, Auditor, submitted the Auditor’s written financial report for the period ending June 30, 2008. Decline in revenue and now expenditures are beginning to catch up.

Treasurer

Anamaria Nunez, Chief Deputy Treasurer, submitted the Treasurer’s written financial report for the period ending June 30, 2008, adding the following comments:

- *Community Development-Planning:* Permit revenues for 2008 to date are \$69,096.85; in 2007 they were \$155,827.70, a decrease of \$86,730.85 in 2008. Department of Fish and Wildlife revenues for 2008 to date are \$12,398.63; in 2007 they were \$34,539.22. Planning has not received an indirect federal grant in 2008 (ALA Spit feasibility assessment received May 2007). Department of Ecology grant has not been received for 2008 (for 2007, this grant was received in December 2007).
- *Prosecuting Attorney:* Has not received funds for “Transfer from Law Enforcement,” which is new for FY 2008.
- *Payment in Lieu of Taxes (PILT):* Department of Interior distribution is \$2,642, which is 50% of the FY 2007 distribution.
- *Comments:* Percentages reflect the general downward trend of the market economy. This is particularly noticeable in the Real Estate Excise Tax fees, Sales and Use Tax revenues, and to a lesser extent, investment interest.

CONSENT AGENDA

By unanimous motion the Board approved the Consent Agenda as follows with the exception of item 19, *Agreement with Washington State Recreation and Conservation Funding Board (RCFB) for the Washington Wildlife & Recreation Program Farmland Preservation project for Useless Bay East Farmland* and item 20, *Agreement with the Washington State Recreation and Conservation Funding Board (RCFB) for the Washington Wildlife & Recreation Program Farmland Preservation project for Ebey’s Reserve Farmland*, both pulled from the Agenda:

ELECTRONIC FUND TRANSFERS, PAYROLL, VOUCHERS, PAYMENT OF BILLS

Vouchers (War) #s 292049-292357.....	\$1,643,738.00
Electronic Fund Transfers.....	\$ 250,138.62
Payroll dated	July 15, 2008

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MINUTES OF PREVIOUS MEETINGS

Regular Session July 7, 2008

VETERANS’ ASSISTANCE FUND

Claim #V8-6 in the amount of \$1,508.47 and Claim #V8-7 in the amount of \$5,354.23 approved as recommended by the Veterans’ Assistance Review Committee [*emergency financial assistance to eligible veterans; names and specific circumstances are confidential*].

APPOINTMENTS TO VARIOUS BOARDS AND COMMITTEES

Noxious Weed Control Board

Correction to reappointment of Tom Eisenberg to reflect his representation of District V, not District I, on the Noxious Weed Control Board.

Substance Abuse Services Advisory Board

Appointment of Karen Labuhn to the Substance Abuse Services Advisory Board for a three year term to expire on April 1, 2011.

2% Lodging Tax Advisory Committee

Appointment of Brett Ginther to the 2% Lodging Tax Advisory Committee representing the Oak Harbor Chamber of Commerce.

2% Lodging Tax Advisory Committee

Appointment of Don Piercy to the 2% Lodging Tax Advisory Committee representing the Central Whidbey Chamber of Commerce.

Northwest Washington Workforce Development Council

Appointment of Bill Thorn to the Northwest Washington Workforce Development Council representing the Private/Business Sector of Island County for a three year term to expire on July 27, 2011.

Northwest Washington Workforce Development Council

Appointment of Sharon Hart to the Northwest Washington Workforce Development Council representing the Economic Development Sector of Island County for a three year term to expire on July 27, 2011.

Northwest Washington Workforce Development Council

Appointment of Rhea Nelson to the Northwest Washington Workforce Development Council representing the Community Based Organization Sector of Island County for a three year term to expire on July 27, 2011.

AUDITOR

Resolution C-80-08 Appointing an Additional HIPAA Privacy/Contact Official and Modifying the Composition of the Island County HIPAA Steering Committee Membership (*Resolution on file with the Clerk of the Board*)

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EXTENSION SERVICES

Amendment No. 2 to Grant Contract with Washington State Department of Ecology Northwest Straits Commission for Island County Marine Resource Committee project funds increasing amount available for pigeon Guillemot study, eelgrass mapping at Cornet Bay and University of Washington Keystone Ecology Project. Amendment Amount: \$25,000 (RM-WSU-08-123)

Contract with Lighthouse Environmental Programs pass thru Washington State Dept of Ecology Public Participation Grant for Plastics Reduction Education program by WSU Beach Watchers and WSU Waste Wise Volunteers. Amount: \$48,000 (RM-WSU-08-119)

Interagency Agreement with Washington State Department of Agriculture for knotweed control. Amount: \$6,700; Contract No.: IA 09-13-05(K54) (RM-WSU-08-122)

GSA PROPERTY MANAGEMENT

Documents accepting land transfer from DNR for Scenic Heights property. Tax parcel number R13215-066-4630. (RM-GSA-08-121)

2% HOTEL LODGING TAX TOURISM PROMOTION

Amendment No. 1 to Contract with Freeland Chamber of Commerce and Langley Chamber of Commerce for South Whidbey Visitor Information Kiosk (joint project); Contract extension to July 31, 2008. Amount: \$5,539 (RM-BOCC-0028)

HUMAN RESOURCES

Personnel Action Authorizations

<u>Department</u>	<u>PAA #</u>	<u>Description</u>	<u>Position #</u>	<u>Action</u>	<u>Eff. Date</u>
Assessor	114/08	Segregations Clerk, Temp	113.00	Personnel Action	01/01/08
	115/08	Segregations Clerk, Temp	113.00	Personnel Action	07/01/08
Public Works	116/08	9-Month Seasonal Laborer	2254.03	Replacement Position	07/21/08
	117/08	Laborer I - Oak Harbor Road Shop	2245.10	Replacement Position	07/21/08
Facilities	118/08	Night Custodian, Temp	901.13	New Position	07/21/08

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PUBLIC WORKS

County Roads

Bid Award to Vermeer Northwest Sales, Inc. for two (2) New 2008 Brush Chippers. Award: \$80,064.24 (incl. WSST & trade-in)

Bid Award to Clyde-West for one (1) New 2008 Self Propelled Sweeper. Award: \$33,422.84 (incl. WSST & trade-in)

Interagency Reimbursable Agreement with Town of Coupeville for 2008 HMA Whidbey Island Overlays. CRP 08-03; Work Order No. 03; Amount: \$45,000 (*PW-0820-75*)

Retainage Bond with Rinker Materials West, LLC dba Cemex for 2008 Camano Island Overlays. CRP 08-02; Work Order No. 433 (Contract/Contract Bond signed July 7, 2008)

Quit Claim Deed with Compass International, LLC for Terry's Corner Road Improvements. Work Order 289(C); Parcel R33220-085-0440; Amount: \$70,000 (land)

Property Voucher for Authorization for Property Acquisition pursuant to Real Property Acquisition & Right-of-Way Procedures; Compass International, LLC for Terry's Corner Road Improvements. Work Order 289(C); Parcel R33220-085-0440

Public Hearing Scheduled – August 25, 2008 – 2:15 p.m.

Ordinance C-81-08/R-32-08 In the Matter of Regulating Parking on a Portion of Deer Lake Road, Whidbey Island, Amending Island County Code, Title X, Chapter 10.02.

Drainage

Supplemental Agreement No. 3 with KPG, Inc. Completion Date revised to December 31, 2009; Revision to Costs (*PW-0220-39(C)*)

Contract and Contract Bond with Trenchless Construction Services, LLC for Saratoga Road 30-inch pipe ramming. CDP 08-01; Work Order No. 431; Amount: \$165, 599

Paths & Trails

Bid Award to Premier Graphics for Island County Bicycle Touring Enhancement Project – Bike Map Printing. Amount: \$9,948.44 (incl WSST).

LIQUOR LICENSES

Application for Special Occasion Liquor License No. 091224 by the Camano Island Yacht Club for a special occasion to be held August 16, 2008 from 5:30 p.m. to 9:00 p.m. at the Camano Island Yacht Club, 129 N. Sunset Drive, Camano Island, WA

Application for Special Occasion Liquor License No. 092151 by the Camano Senior Center for a special occasion to be held on August 9, 2008 from noon to 6:00 p.m. at the Camano Senior Center, 606 Arrowhead Road, Camano Island, WA

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**PRESENTATION – SOLID WASTE OPERATIONAL ASSESSMENT AND
BENCHMARKING STUDY**

Dave Bonvouloir began the presentation by saying that periodically it is important for Solid Waste to take its pulse and that is accomplished regularly through the quarterly financial and system reports, annual budget, and every five to six years the preparation of a comprehensive plan. Every now and then a complete physical is necessary and essentially that is what a benchmarking study is; namely, it compares the County's services and systems to the operations and efficiencies of others. The study is to objectively measure services, review best management practices in other organizations, and identify changes that could improve services and reduce costs. Dr. Marc Rogoff with SCS Engineers, a leader in benchmarking studies in the solid waste industry nationwide, is nationally and internationally familiar with solid waste systems and is instrumental in the Solid Waste Association of North American Benchmarking Studies program. Dr. Rogoff presented his findings and recommendations followed by Board questions and discussion.

➤ Focus of the Study:

- Recently completed County studies relative to Solid Waste Plan and Rate Study
- Evaluate data and information on operational performance
- Identify opportunities for improvements and costs savings
- Benchmark against other similar agencies
- System Waste Generation
- Overview of system regarding waste collection
- Overview of system regarding recycling centers
- Overview of system regarding moderate risk wastes
- Bayview Drop Box Station
- Camano Transfer Station
- Island Solid Waste Disposal Complex
- Oak Harbor Transfer Station
- Freeland Recycle Facility
- Facility Statistics
- Historic solid waste studies

➤ Findings and Recommendations:

1. Operational Assessment:

- Well managed in accordance with solid waste industry practices
- Staffing appears optimal
- Well maintained
- Costs compare favorably with other similar transfer stations

2. Facility Improvements:

- Expand Coupeville Transfer Station
- Develop a new Camano Island Transfer Station
- Further investigation of Oak Harbor Transfer Station
- Expand or consolidate Bayview Station

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3. Improve Operations of Disposal Contract with Rabanco
4. Financial Issues:
 - o Adjust tipping fees at Coupeville Station to encourage segregated loads
 - o Adjust minimum service fees
 - o Establish equipment replacement reserve
 - o Establish goal of \$1.5 million for operating fund reserve
5. Curbside Collection Program:
 - o Lack of curbside programs requires significant staffing of drop off and transfer stations
 - o Significant opportunities exist to increase recycling rates and reduce County costs
 - o Examine private hauler proposals

EXECUTIVE SESSION ANNOUNCED

Chairman Dean announced that the Board would meet in Executive Session at 11:05 a.m. under the provision of RCW 42.30.110(1)(i) to discuss with legal counsel potential/pending litigation. He estimated the session would last approximately 20 minutes and did not expect an announcement afterwards in open public session. The Executive Session was held in the Commissioners' Hearing Room, (Room # 102B), Annex Building, 1 N.E. 6th Street, Coupeville, Washington.

There being no further business to come before the Board the meeting adjourned at 11:25 a.m. following Executive Session. The Board will meet next at 11:00 a.m. on July 28, 2008 for Roundtable followed by Regular agenda items at 2:00 p.m.

BOARD OF COUNTY COMMISSIONERS
ISLAND COUNTY, WASHINGTON

John Dean, Chairman

Phillip Bakke, Member

Wm. L. McDowell, Member

ATTEST:

Elaine Marlow, Clerk of the Board