

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING
MARCH 22, 2010 – REGULAR SESSION**

The Board of Island County Commissioners convened in Regular Session at 11:00 a.m. on March 22, 2010 for a Roundtable with Elected Officials and Appointed Department Heads, held in the Board of County Commissioners Hearing Room, Annex Building, 1 NE 6th Street, Coupeville, Washington. Other topics for the Regular Session followed at 2:00 p.m. as shown on the agenda. Helen Price Johnson, Chair, Angie Homola, Member, and John Dean, Member were present.

**ROUNDTABLE WITH ISLAND COUNTY
ELECTED OFFICIALS AND APPOINTED DEPARTMENT HEADS**

(Record Part 1)

Elected Officials and Appointed Department Heads Attending:

Greg Banks	Jackie Henderson	Dave Mattens – <i>Excused</i>
Robert Bishop – <i>Excused</i>	Keith Higman	Mike Merringer – <i>Excused</i>
Mark Brown	Dave Hollett – <i>Excused</i>	Bill Oakes – <i>Steve Marx attended in his stead</i>
Cathy Caryl – <i>Excused</i>	Angie Homola	Bob Pederson
Sheilah Crider	Betty Kemp	Helen Price Johnson
John Dean	Larry Larson	Linda Riffe
Judy Feldman	Elaine Marlow	Dan Sherk – <i>Excused</i>
		Patricia Terry

Together with the monthly departmental roundtable reports by Elected Officials and Appointed Department Heads, the following items were addressed:

Employee of the Month

The Employee of the Month program will remain as it currently exists but will be monitored by Mr. Larson for the next six months. The group expressed ideas on how to enhance the program. Any additional suggestions should be submitted to Human Resources.

Wellness Program

For those who have yet to notify Whitney Webber with the names of individuals from their departments selected as Wellness Ambassadors, Mr. Larson requested they do so by Wednesday.

Tobacco Policy (1993) & Substance Abuse Policy (1991)

Mr. Larson, for the purpose of beginning a discussion, prepared and provided a *draft* Tobacco Policy and *draft* Substance Abuse Policy to replace the outdated versions. Following dialogue it was agreed that any feedback should be submitted to Mr. Larson by March 31. He will return the issue and comments to the April 26 Roundtable meeting.

Policies: Leave of Absence without Pay, Employee Travel Expenses, Criminal Background Investigation

Mr. Larson provided an update as to where the policies currently are in the process since last discussed in January.

Roundtable adjourned at 12:30 p.m. The next Roundtable is scheduled for April 26, 2010 at 11:00 a.m.

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING
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The Board of Island County Commissioners (including Diking Improvement District #4) met at 2:00 p.m. to consider items contained on the agenda. The meeting began with the Pledge of Allegiance.

PUBLIC INPUT OR COMMENTS (Record Part 2 @ 1:10)

Glen Russell, representing *Save our Beaches*, expressed concern with the Greenbank public access and public access in all of Island County. He indicated it has been one year since the Board unanimously passed Resolution C-34-09 Authorizing the Island County Prosecuting Attorney to Bring Action to Confirm and Restore the County's and Public's Greenbank and Wonn Road access. The original petition to secure, protect, and preserve the historic Greenbank Landing public access included 1,181 signatures. Today, he submitted an additional petition with 89 signatures for a total of 1,270 individuals who are waiting for the County to confirm and restore the public rights of the Greenbank Landing public access (*original additional petition on file with the Clerk of the Board*).

Rufus Rose asked if there is a written process for determining what is placed on the Consent Agenda. He said since most of the work is done via the Consent Agenda, it is difficult for the public to know what is going on. Secondly, he asked if there is a documented charge, list of members, meeting schedule, and contact information for the financial review committee. Lastly, he expressed concern about children in homes with unfit parents. He would like the Board to look into ways to separate the two, for the benefit of the children, where possible.

Ms. Marlow explained there is no written policy for the Consent Agenda; however, all items that appear on the Consent Agenda have been discussed at a Wednesday Work Session. Consent Agenda items are considered to be routine and public comment or inquiries are not anticipated. She will provide Mr. Rose with the contact information for the Citizens Financial Review Committee. The schedule is being developed but will consist of four meetings with a charge of reviewing the budget director's five-year plan and to make a reasonableness assessment.

CONSENT AGENDA (Record Part 2 @ 13:48)
(*Original documents on file with the Clerk of the Board*)

BY UNANIMOUS MOTION (3-0) the Board approved the following items presented on the Consent Agenda with the exception of Item 14, *County Road Administration Board Annual Reports (CRAB) – Traffic Law Enforcement Certification 2009, Fish Passage Barrier Removal Certification 2009, Annual Certification 2009*, moved to the Regular Agenda for consideration:

Pre-audited bills & vouchers for payment: Voucher #s 331063–331297 - \$303,333.00

EFTs (electronic funds transfers): \$3,728.34

Minutes from previous meeting(s):

Work Sessions: 11/10, 12/2, 12/9, and 12/16/2009

Meetings: 1/4, 1/11, 1/25, 1/27, 2/1, 2/8, 2/22, 2/23, 2/24, 3/1, 3/8, and 3/15/2010

Auditor

Resolution C-20-10 Authorizing and Increasing Certain Petty Cash, Change, and Revolving Funds within Island County

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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	025/10	Cartographer Mapping Supervisor	116.00	Personnel Action (extend additional hours thru 12/31/10)	03/22/10
Assessor	026/10	Cartographer Assistant	117.01	Personnel Action (extend additional hours thru 12/31/10)	03/22/10
Human Services	027/10	Substance Abuse Treatment Program Coord.	2808.12	Personnel Action (additional 5 hours per week thru 4/23/10)	03/22/10
WSU Extension	028/10	Program Coord 4-H .50 fte	1201.01	Personnel Action (change from temp to regular status)	03/22/10

Planning & Community Development

Amendment No. 1 to Agreement for Professional Services with Michael Bobbink, extending the Hearing Examiner contract for three months \$11,325 RM-PLAN-10-0070.

Prosecuting Attorney

Schedule Public Hearing – April 19, 2010 – 10:20 a.m.

Ordinance C-21-10 Amending the Island County District Court Districting Plan, Chapter 1.12 ICC, to extend the operation of the Oak Harbor Municipal Department

Public Health

- Contract with WA State Department of Ecology – WRIA 6 Education & Outreach Program. Funding support for education & outreach for public education on watershed planning and water-related issues. Contract No. G1000316; Contract Amount \$119,510 (RM-HLTH-10-0053)
- Contract with WA State Department of Ecology – Site Hazard Assessment (SHA)/Remedial Action. Funding for investigations and analysis of potential hazardous waste sites in Island County to protect public health & the environment. Contract No. G1000504; Contract Amount: \$37,500 (RM-HLTH-10-0068)
- Contract with WA State Department of Ecology – WRIA 6 Education & Outreach. Contract funds development of education & outreach, rule development, interlocal partnerships, and the Water Resources Advisory Committee. Resign of contract with legal review changes incorporated in document. Contract No. G1000489; Contract Amount: \$30,000 (RM-HLTH-10-0052)
- Contract with Emmy Atwood – ACHIEVE Community Coach. Contract to act as a community coach as required in the ACHIEVE grant working with the ACHIEVE team in community events, facilitating leadership team meetings and help writing the ‘CHANGE’ reassessment report. Contract No. HD-04-10; Contract Amount: \$4,506 (RM-HLTH-10-0066)

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- Contract with WA State Department of Health – Consolidated Contract. Amendment adds \$2,358 in ARRA funds to adult and child immunization program; reduces \$1,000 from the Group A drinking water program; and adds \$5,004 in funding to the WIC program. Contract No. C14949, Amendment No. 22; Contract Amount: \$3,042,092, Amendment Amount: \$6,362 (RM-HLTH-10-0076)
- Agreement with WA State DSHS – Trading Partner Agreement. Sets forth terms & conditions for all electronic data interchange communications for ProviderOne DSHS Medicaid management information system. Contract No. HD-05-10; Contract Amount: \$-0- (RM-HLTH-10-0075)

Public Works

- Purchase Order No. 9222 – Alpine Products Inc.; 2400# Bag Type 1 Glass Beads for paint; Purchased off State Contract #07609; \$38,906.60 (incl. WSST) (RM-PW-10-0065) (PW-1020-016)
- Purchase Order No. 9223 – Alpine Products, Inc.; 9,000 Gallons Cold Weather Waterborne White Traffic Marking Paint & 8,000 Gallons Cold Weather Waterborne Yellow Traffic Marking Paint; Purchased off State Contract #07609; \$134,033.62 (incl. WSST) (RM-PW-10-0064) (PW-1020-015).
- Resolution C-22-10/R-03-10 – Approving Specifications & Authorizing Call for Bids for Asphalt Concrete Materials for the period of May 1, 2010 to May 1, 2011.
- Resolution C-23-10/R-04-10 – Approving Specifications & Authorizing Call for Bids for Liquid Asphalt Materials for the period of May 1, 2010 to May 1, 2011.
- Resolution C-24-10/R-05-10 – Approving Specifications & Authorizing Call for Bids for One New 2010 Double Steel Drum Compactor/Roller.
- Resolution C-25-10/R-06-10 – Approving Specifications & Authorizing Call for Bids for One New 2010 Pneumatic Tired Compactor/Roller.
- Resolution C-26-10/R-07-10 – Approving Specifications & Authorizing Call for Bids for One New 2010 Dump Truck Cab & Chassis.

Superior Court

Interlocal Agreement for Professional Services with San Juan County for Island County Superior Judge Hancock's services. Contract No: RM-SC-10-0074 \$2,785.00 per month

Liquor License(s)

Letter Request for 20-day Extension for Approval of New Application Liquor License No. 085937-3C by Applicants Suzan A. Jonas and Wendall S. Jonas, d/b/a Suzie's Catering, 848 N. Sunrise Blvd., Ste. C, Camano Island, WA

At 2:28 p.m., in support of the Census, the Board recessed for a photo opportunity arranged by Mr. Pederson. The Board reconvened at 2:33 p.m. to continue its Regular meeting.

REGULAR AGENDA (Record Part 3)

(Original documents on file with the Clerk of the Board)

Public Works

County Road Administration Board Annual Reports (CRAB) – Traffic Law Enforcement Certification 2009, Fish Passage Barrier Removal Certification 2009, Annual Certification 2009 Planning & Community Development

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Mr. Brackett provided a background to the reports/certification request. Ms. Marlow explained that the numbers indicated on the Certification of Road Fund Expenditures is incorrect and needs modification before approval. She suggested that the Board approve the Chair's signature upon correction.

IT WAS MOVED BY HOMOLA, SECONDED BY DEAN, to APPROVE the Chair to sign the Annual Reports/Certifications upon correction. MOTION CARRIED: 3-0

Planning & Community Development

Approval of the 2010 Annual Review Docket: Planning Commission 2010 Docket, with projects identified by priority and subject to available staffing levels. *(In order of priority: 1) Parks Plan; 2) Shoreline Master Plan update, coordinated with the Fish & Wildlife Update; 3) Oak Harbor UGA; 4) Freeland Subarea Plan; 5) Public Benefit Rating System & Timber Open Space; and 6) APZ)*

Mr. Pederson explained that the request for approval of the 2010 Annual Review Docket will memorialize the Board and staff discussion at Work Session.

Following questions from the Board Commissioner Homola indicated, with Mr. Pederson's help, that she will draft a letter to the City of Oak Harbor Mayor and Council to explain the County's concerns about what it may or may not be able to do in 2010 concerning the Oak Harbor UGA. She will bring the draft letter to Work Session for Board discussion and approval.

Public Comment

Mr. Rose requested that the Board task the Planning Commission and Planning & Community Development Department with providing comments regarding the economic impacts of any docket item considered.

BY UNANIMOUS MOTION the Board APPROVED the 2010 Annual Review Docket. MOTION CARRIED: 3-0

Appointments and/or Re-Appointments to Boards and Committees

- Board of Equalization Resignation of Peggy Whitford from the Board of Equalization
IT WAS MOVED BY DEAN, SECONDED BY HOMOLA, to authorize the Chair to sign a letter accepting Ms. Whitford's resignation. MOTION CARRIED: 3-0
- Housing Authority of Island County
(Item tabled to April 7 Work Session for discussion)
- Conservation Futures Technical Advisory Group
IT WAS MOVED BY DEAN, SECONDED BY PRICE JOHNSON, to APPOINT Laura Blakenship. MOTION CARRIED: 2-1 *(Commissioner Homola opposed as she preferred the appointment of Steve Erickson)*
- Law & Justice Council
District 2 – IT WAS MOVED BY HOMOLA, SECONDED BY DEAN, to APPOINT Kathleen Schofield and Al Williams. MOTION CARRIED: 3-0

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District 3 – IT WAS MOVED BY DEAN, SECONDED BY HOMOLA, to APPOINT Elaine Richards and John Cole. MOTION CARRIED: 3-0

To help with the appointment process Ingrid Smith, Executive Assistant for the Commissioners, will attend the first and third Work Sessions to update the Board on current open positions, the recruitment process, and those positions expected to be open in the future.

Commissioner Dean suggested, concerning the Diking District 3 openings, that a public interview occur for those appointed positions to which the Board agreed.

PUBLIC HEARINGS (Record Part 3 @ 32:55)
(Original documents on file with the Clerk of the Board)

Planning & Community Development

Open Record Appeal Hearing APP 294/09 Richardson Appeal of the Administrative Determination issued by Planning & Community Development denying Building Permit # 09-0505 farm stand in the (R) Rural Zone.

At the request of Appellant the hearing was postponed. A new time and date will be determined at a future meeting.

COMMISSIONERS COMMENTS & ANNOUNCEMENTS (Record Part 3 @ 33:25)

Community Engagement Project

Ms. Feldman spoke about the forthcoming Community Engagement Project process, an effort to educate the citizenry of Island County about what County government does. She provided suggestions, and dialogue ensued, about how to move forward and the process for disseminating information to union representatives, Appointed Department Heads and Elected Officials, staff, and the community.

Chair Price Johnson

- Correspondence from Readiness to Learn with thanks to those in Island County for donations during the holiday season
- Will meet tonight with the new Pacific Rim Board of Directors
- Recognition of the effort in the Clerk's office to reduce an overload of work

Commissioner Homola

- Received was a letter of resignation from Planning Commission member Rex Porter. She will seek a replacement for the position.

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There being no further business to come before the Board the meeting adjourned at 3:25 p.m.
The Board will meet next in Regular Session on April 5, 2010 beginning at 10:00 a.m.

BOARD OF COUNTY COMMISSIONERS
ISLAND COUNTY, WASHINGTON

Helen Price Johnson, Chair

Angie Homola, Member

John Dean, Member

ATTEST:

Elaine Marlow, Clerk of the Board