

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING  
APRIL 28, 2014 – REGULAR SESSION**

The Board of Island County Commissioners convened in Regular Session at 11:04 a.m. on April 28, 2014 for a Roundtable with Elected Officials and Appointed Department Heads, held in the Board of County Commissioners Hearing Room, Annex Building, 1 NE 6<sup>th</sup> Street, Coupeville, Washington. Other topics for the Regular Session followed at 6:00 p.m. as shown on the agenda. Jill Johnson, Chair, and Helen Price Johnson, Member were present. Commissioner Emerson was excused.

ROUNDTABLE WITH ISLAND COUNTY  
ELECTED OFFICIALS AND APPOINTED DEPARTMENT HEADS  
[Audio Recording](#)

Elected Officials and Appointed Department Heads Attending:

Melanie Bacon	Keith Higman	Debra Van Pelt
Greg Banks	Jill Johnson	Dave Wechner
Robert Bishop - <i>Excused</i>	Tim Lawrence	
Mark Brown	Elaine Marlow	
Sheilah Crider	Ana Maria d. Nuñez	
Kelly Emerson – <i>Excused</i>	Bill Oakes	
Mary Engle	Brooke Powell	
Jackie Henderson - <i>Lynda Richards attended in her place</i>	Helen Price Johnson	

Together with the monthly departmental roundtable reports by Elected Officials and Appointed Department Heads, agenda items included:

Work Session Preparation and Procedures

*Discussion by Commissioner Johnson*

IT Strategy Team Updates

*Discussion by Elaine Marlow*

Job Description/Compensation Study

*Presentation by Melanie Bacon*

*Commissioner Johnson recessed Regular Session at 12:27 p.m. following Roundtable until 1:30 p.m. for Budget Workshop. With the Memorial Day Holiday on May 26, the next Roundtable is scheduled for June 23, 2014 at 11:00 a.m.*

At 1:30 p.m. Regular Session reconvened for Budget Workshop wherein the Budget Director, Elaine Marlow, reviewed prior year results and financial forecast with the Commissioners.

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APRIL 28, 2014 – REGULAR SESSION**

Executive Session Announced

The Board will once again recess then meet in Executive Session at 3:30 p.m. as allowed under RCW 42.30.110(1)(i) to discuss with legal counsel litigation or potential litigation. The Executive Session will take place in the Commissioners' Office, Conf. Rm 218, and is expected to last approximately 1 hour. No announcement in open public session is anticipated.

At 2:24 p.m. the Board recessed following Budget Workshop.

At 3:30 p.m. the Commissioners reconvened and immediately went into Executive Session as provided under RCW 42.30.110(1)(i).

At 4:30 p.m. the Board concluded Executive Session with no announcement, recessing until 6:00 p.m. for agenda items.

The Board of Island County Commissioners (including Diking Improvement District #4) reconvened at 6:00 p.m. to consider items contained on the agenda. Commissioners Johnson and Price Johnson were in attendance. Commissioner Emerson was excused. The meeting began with the Pledge of Allegiance.

*Note: To view the video recording of this meeting, go to the County's [website](#) or directly to [the video](#). If you are interested only in a specific topic, click on the timestamp located on [the agenda](#) for that particular issue to hear the discussion.*

**MODIFICATION TO THE AGENDA**

***MOVED FROM THE CONSENT AGENDA TO THE REGULAR AGENDA:***

- **Item 14 - Resolution C-49-14 (R-20-14) Authorizing the Public Works Director to Submit Formal Applications to the WA State Recreation and Conservation Office for Grant Funding Assistance**

PUBLIC INPUT OR COMMENTS

*[Documents on file with the Clerk of the Board]*

Public input or comments were offered by:

- Terry Lacey – Event Coordinator for Oak Harbor Veteran's Day Parade  
*(Handouts provided – Certificates of Appreciation)*

CONSENT AGENDA

*[Documents on file with the Clerk of the Board]*

Pre-audited bills:	\$318,658.91
Vouchers:	\$543,288.40
Electronic funds transfers:	\$ 20,647.07
Payroll:	None
Minutes:	None

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING  
APRIL 28, 2014 – REGULAR SESSION**

Emergency Management

Grant Agreement with WA State Military Department and US Department of Homeland Security; Enhance cooperation and coordination among local, tribal, territorial, state and federal law enforcement agencies to secure US borders. Grant No: E14-222; Amount: \$225,000 (RM-SHER-2014-94) (PW-1420-051)

Facilities and Maintenance

Purchase Order No. 7840 to Commercial Plumbing, Inc. dba CPI Plumbing and Heating for labor and material to install a 4" Pressure Reducing Valve (PRV) at the Island County Jail. Amount \$10,633 (incl WWST) (RM-FAC-2014-107)

Human Resources

Employment Contract with John P. Kent – Director, Information Technology  
Employment Contract with Larry D. Van Horn, Director, Facilities  
Personnel Action Authorization as described in Memorandum from HR Director  
Resolution C-48-14 Continuing the Wellness Incentive Program for Island County Employees

Human Services

Law Enforcement Partnerships Grant with WA State Department of Social and Health Services (DSHS), Division of Behavioral Health and Recovery, to provide funding for the Oak Harbor Police Department to conduct alcohol compliance checks in the Oak Harbor Community. DSHS Agreement No. 1463-10780; Amount: \$3,000 (RM-HS-2014-115)

Prosecuting Attorney

Contract with Municipal Code Corporation for the republication, on-line publishing and maintenance of the Island County Code. Amount: \$3,311/year (RM-PA-2014-110)

Public Health

Contract Amendment 13 with WA State Department of Health – Consolidated Contract. Amendment provides additional funding to Public Health Programs: BEACH, On-Site Septic Systems, Maternal and Child Health Block and WIC Nutrition Program. Contract No. C16886; Amount: \$205,260 (RM-HLTH-2014-97)

Public Works - County roads

- Supplemental Agreement No. 7 – Reichardt and Ebe Engineering, Inc.; East Camano Dr/Elger Bay Road/Monticello Drive Intersection Improvements; Completion Date June 30, 2014; Maximum Amount Payable increased by \$18,700 (RM-PW-2014-104) (PW-1420-028)
- Supplement No. 2 – WA State Department of Transportation; Increase in Grant Funding from STP-R Funds, Right-of-Way Acquisition, New County Road. Agreement No: LAA #7635; Amount: \$295,620 (RM-PW-2014-113) (PW-1420-053)
- ~~Resolution C-49-14 (R-20-14) Authorizing the Public Works Director to Submit Formal Applications to the WA State Recreation and Conservation Office for Grant Funding Assistance – MOVED TO THE REGULAR AGENDA~~
- Schedule Public Hearing: Petition to Open Unopened County Road Right-of-Way – Petition to Open Unopened County Road Right-of-Way (Tract A) located in the Plat of Patton's

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING  
APRIL 28, 2014 – REGULAR SESSION**

Hillcrest Village; Section 33, Township 33N, Range 1E; Petitioner: G.B. Ventures. Date and time: June 23, 2014 at 6:15 p.m.

- Schedule Public Hearing: Petition to Open Unopened County Road Right-of-Way – Petition to Open Unopened County Road Right-of-Way known as Harding Avenue located in the Northeast Quarter of Section 25, Township 29N, Range 3E; Petitioner: Olaf Thorsen. Date and time: June 2, 2014 at 10:15 a.m.

**ACTION TAKEN:**

**Motion by Commissioner Price Johnson to approve the Consent Agenda as amended without Item 14, second by Commissioner Johnson. Motion carried 2-0**

**REGULAR AGENDA**

*[Documents on file with the Clerk of the Board]*

**Public Works**

***MOVED FROM THE CONSENT AGENDA TO THE REGULAR AGENDA***

Resolution C-49-14 (R-20-14) Authorizing the Public Works Director to Submit Formal Applications to the WA State Recreation and Conservation Office for Grant Funding Assistance

Bill Oakes, Public Works Director, provided the staff report in response to a constituent concern around the County's actual cost incurred to prepare and submit the application. He indicated the costs incurred are by salaried staff with time for the project primarily expended by Mr. Oakes himself and his Assistant Public Works Director Steve Marx. The nature of the application is to keep the County commitment to the project as minimal as possible. The Land Trust has agreed to be the underlying property owner with the County holding a conservation easement over the property.

**ACTION TAKEN:**

**Motion by Commissioner Price Johnson to adopt Resolution C-49-14 (R-20-14) Authorizing the Public Works Director to Submit Formal Applications to the WA State Recreation and Conservation Office for Grant Funding Assistance, second by Commissioner Johnson. Motion carried 2-0**

**Commissioners**

Resolution C-50-14 Proclaiming the Week of May 4-10, 2014 Public Service Recognition Week in Island County

**ACTION TAKEN:**

**Motion by Commissioner Price Johnson to adopt Resolution C-50-14 Proclaiming the Week of May 4-10, 2014 Public Service Recognition Week in Island County, second by Commissioner Johnson. Motion carried 2-0**

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APRIL 28, 2014 – REGULAR SESSION**

Commissioners

Resolution C-51-14 Proclaiming May 11 through May 17 as Police Week and May 15 as Peace Officers Memorial Day

**ACTION TAKEN:**

**Motion by Commissioner Johnson to adopt Resolution C-51-14 Proclaiming May 11 through May 17 as Police Week and May 15 as Peace Officers Memorial Day, second by Commissioner Price Johnson. Motion carried 2-0**

PUBLIC HEARINGS

*[Documents on file with the Clerk of the Board]*

Budget

6:15 p.m. Public Hearing: Resolution C-35-14 Amending the 2014 Island County Budget. The resolution revises the budget estimates for health insurance benefits and salaries, and recognizes additional grant revenue.

Elaine Marlow, Budget Director, provided the staff report.

Commissioner Johnson opened the floor to public comment. There being none, public comment was closed.

**ACTION TAKEN:**

**Motion by Commissioner Price Johnson to adopt Resolution C-35-14 Amending the 2014 Island County Budget with direction to the Budget Director to amend Exhibit A to reflect changes in lines 15 and 16 by reducing the \$15,000 amount to \$3,400 (*reduction in cost to Island County Code on-line subscription fee*) and used from Current Expense Contingency, second by Commissioner Johnson. Motion carried (2-0)**

COMMISSIONERS COMMENTS AND ANNOUNCEMENTS

Board members provided their respective comments and announcements.

**ACTION TAKEN:**

**Motion by Commissioner Price Johnson to adjourn Regular Session, second by Commissioner Johnson. Motion carried 2-0**

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING  
APRIL 28, 2014 – REGULAR SESSION**

There being no further business to come before the Board the meeting adjourned at 6:29 p.m.  
The Board will meet next in Regular Session on May 5, 2014 beginning at 10:00 a.m.

BOARD OF COUNTY COMMISSIONERS  
ISLAND COUNTY, WASHINGTON

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Jill Johnson, Chair

*Kelly Emerson, Member: Excused*

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Helen Price Johnson, Member

ATTEST:

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Debbie Thompson  
Clerk of the Board