

BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 160  
JUNE 23, 2010 – WORK SESSIONS

**Public Works**  
**Summary Minutes**

Work Session was held between the County Commissioners and Public Works on Wednesday, June 23, 2010, at 9:00 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

**County Commissioners:** Helen Price Johnson, Chair                      **Staff:** Pam Dill  
   Angie Homola, Member  
   John Dean, Member

**Staff Present:** Bill Oakes, Director, Dave Bonvouloir, Steve Marx, Jack Taylor, Colleen Jokinen, Randy Brackett, Donna Keeler

**Others Present:** Elaine Marlow, Budget Director, Bob Pederson, Planning Director, Keith Higman, Health Director, Rufus Rose

(Record Part 1@00:19)

**Solid Waste**

**Subject:** Maintenance Paving at Coupeville Facility

**Attachment:** Briefing Summary

**Proposed Action:** Budgeted solid waste maintenance work estimated at \$18,000.00 includes: repave commercial entrance, pave "un-tarpping area" on East side of entry road, patch 4 areas on the upper tipping area northerly of the transfer station.

**Follow Up:** Okay with Board.

**Add-on**

**Subject:** Barnum Point

**Attachment:** none

**Proposed Action:** Resolution approving Aquatic Lands Enhancement Account authorizing Barnum Point Acquisition Phase I (RCO Project No. 10-1438). This resolution authorizes application for grant funds.

Resolution approving Washington Wildlife and Recreation Program authorizing Barnum Point Acquisition Phase I (RCO Project No. 10-1438). This resolution authorizes application for grant funds.

The Board had a couple of questions they would like to have clarified prior to approval of the resolutions. (*Steve Marx sent the Board an email dated 6/25/10 responding to the Board's questions*).

**Follow up:** Okay with Board to move forward to Monday's agenda.

**Surface Water**

**Subject:** Clean Water Utility

**Attachment:** yes

**Proposed Action:** Bill Oakes, Keith Higman and Bob Pederson recommended the following 3 year phased approach.

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**Phase I**

- Hydrogeology program at \$135K
- Water Quality program at \$202K
- On-site program at \$222K
- CIP program at \$300K
- County Administrative support at \$70K
- Assuming 40,000 parcels at a flat fee of \$23.18/year/parcel

**Phase II**

- LID program at \$100K
- Shell Fish Protection program at \$50K
- Salmon Recovery program at \$25K
- CIP program an additional \$300K
- As above an additional \$11.88/year/parcel

**Phase III**

- Watershed Planning program at \$100K
- Critical Areas program at \$100K
- Hydrogeology support staff at \$65K
- CIP program an additional \$300K
- As above an additional \$14.13/year/parcel

**Follow up:** Staff will proceed forward in developing a code based on the recommended phased approach building in as much flexibility in terms of implementation as possible.

**Roads**

**Subject: Dump Body Purchase off of Washington State Contract**

**Attachment:** PO & State Contract information

**Proposed Action:** Purchase of contractor style 10/12yd Dump body with options from Northend Truck Equipment, Inc., Amount: \$48,298.78

**Follow up:** Okay with Board to move forward to Monday's agenda.

**Subject: Road Vacation Petition – Clarence Swanson: Ferry Dock Road**

**Attachment:** Petition for Vacation of County Right-of-Way & County Engineer's Report

**Proposed Action:** Road Vacation petition initiated by Clarence Swanson for a small portion of Ferry Dock Road right-of-way to place house on lot; Length: 60 feet, width 6 feet, 0.06 acres. Mr. Swanson will pay fair market value for the 0.06 acres and the cost of the vacation. The vacation will not impact the operation of the road and Public Works and the Planning Department are in support of it.

**Follow up:** Okay with Board.

**Subject: Larry Lehtonen – Open Unopened County Right-of-Way: Ridenour St.**

**Attachment:** Application to perform work on County Right-of-Way: UPW09-0214; Petition to open unopened County Right-of-Way (includes Maps & Survey)

**Proposed Action:** Petition by Larry Lehtonen to open unopened County Right-of-Way on Ridenour Street.

**Follow up:** Scheduled for public hearing on July 12<sup>th</sup>.

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**Subject: 2011-2016 TIP**

**Attachment:** Draft TIP

**Information:** Bill reviewed projects included in the 2011-2016 Six Year Transportation Improvement Program with the Board.

**Follow up:** Okay with Board.

**Public Works**

**Subject: 2011-2016 CIP**

**Attachment:** Draft CIP/Parks Development & Improvements 2011-2016

**Information:** Bill reviewed projects included in the 2011-2016 Six Year Capital Improvement Program with the Board.

The Budget Director asked Bill to look into the use of road funds rather than REET funds for the Libbey/Kettles Trail Head.

**Follow Up:** Okay with Board.

**Planning & Community Development  
Summary Minutes**

Work Session was held between the County Commissioners and the Planning Department on Wednesday, June 23, 2010, at 11:00 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

**County Commissioners:** Helen Price Johnson, Chair  
Angie Homola, Member  
John Dean, Member

**Staff:** Pam Dill

**Staff Present:** Bob Pederson, Paula Bradshaw, Brandon Sweeza

**Others Present:** Elaine Marlow, Martha Rose, Island Transit, Larry Kwarsick, Coupeville Town Planner, Mayor Conard, Dan Mitchell, George Bratton, Civil Engineer, Marianne Edain, WEAN

(Record Part 1 @ 2:04:50)

**Subject: 303/09 WSR – Island Transit PTBA System – (cont. from 6/9)**

**Attachments:** yes

**Proposed Action:** Continued discussion with Island Transit, Town of Coupeville and Planning staff regarding the creation of Island Transit PTBA Water System within the existing Town of Coupeville Water System boundaries. Due to the significant resources used to develop the Island Transit PTBA system as well as the grant funds restricting the ability of the Town of Coupeville to support the facility the Town indicated that they had no objection to the removal of the Island Transit PTBA System from the Town of Coupeville Water Service Area and allowing Island Transit to create their own self-sufficient Group A Water System. The Town did however point out the need to begin developing a long term solution for that entire corridor.

**Follow up:** Public Hearing scheduled for July 28, 2010. A discussion on the background and current process for Class A water system boundaries, reviews, and changes has been placed on the Board's July 7, 2010 work session.

**Subject: Shoreline Master Program Grant Application**

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**Attachments:** Resolution

**Proposed Action:** Resolution supporting an application for the Shoreline Master Program Grant. Funding is through the State of Washington Department of Ecology for the update of the Shoreline Master Program.

**Follow up:** Okay with Board to move forward to Monday's agenda.

**Subject: Draft Zoning Code Interpretation for Wineries and Micro-distilleries in the Rural Zone (cont. from 6/2/10)**

**Attachment:** Transmittal & Report Memorandum

**Proposed Action:** Wineries and micro-distilleries are considered agricultural uses and are a permitted use in the Rural Zone. However wineries and micro-distilleries with associated tasting rooms have the potential for greater impacts to the surrounding community and require greater review under the County's standards for Tourist Uses in ICC 17.03.180.T . Planning staff recommends the following thresholds for determining which permit type would be required:

- Properties Less than 5 acres = prohibited.
- Properties 5 to 10 acres = Type II Site Plan Review
- Properties greater than 10 acres = Type 1 Building Permit, with Planning Review of ICC 17.03.180 Standards

**Follow up:** Okay with Board.

**Subject: Temporary uses in the Rural Service Zoning District**

**Attachment:** yes

**Proposed Action:** Postponed.

**Follow up:**

**Subject: Juniper Beach zoning**

**Attachment:** Ltr dated 6/14/10 from Simi Jain, ZenderThurston Attorneys at Law

**Proposed Action:** Consideration of a request to revisit the 1998 zoning designation of Juniper Beach. Consistent with the advice from Dan Mitchell, Deputy Prosecuting Attorney, the Planning Director recommended not taking any action on the request.

**Follow up:** The Board concurred with staff's recommendation.

**Health Department**  
**Summary Minutes**

Work Session was held between the County Commissioners and the Health Department on Wednesday, June 23, 2010, at 1:00 p.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

**County Commissioners:** Helen Price Johnson, Chair  
Angie Homola, Member  
John Dean, Member

**Staff:** Pam Dill

**Staff Present:** Keith Higman, Kerry Graves

**Others Present:** Elaine Marlow

(Record Part 2@00:20)

**Administration**



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- Do not approve the current \$250,000 request of Saratoga Community Housing. This would tie up the Island County Low-income Housing surcharge fund for the next 3 years and would only serve 10 families.
- Wait to act on the current proposed changes to the inter-local agreement which names Island County Housing Authority as the funding administrator and does not allow funds to be used for rental assistance. Allow for more input by community partners.
- Wait to act on any new appointments to the Island County Affordable Housing Advisory Board.
- Authorize the Human Services Department to hire a consultant to work with both the Homeless Housing Task Force and Affordable Housing Advisory Board to assist the County in an overall Housing plan (including the 10 years Homeless Plan and Housing element of the Island County Comprehensive Plan) that would best utilize the multiple fund sources designated for homeless, low-income, and affordable housing.
- When a consolidated Housing plan is in place for Island County, merge the Homeless Housing Task force with the Island County Affordable Housing Advisory Board.

**Follow up:** The Board approved moving the management of the affordable housing funds from the Budget Director to Human Services.

**WSU / Extension Services**  
**Summary Minutes**

Work Session was held between the County Commissioners and WSU/Extension on Wednesday, June 23, 2010, at 1:30 p.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

**County Commissioners:** Helen Price Johnson, Chair  
Angie Homola, Member  
John Dean, Member

**Staff:** Pam Dill

**Staff Present:** Tim Lawrence, Rex Porter

**Others Present:** Elaine Marlow, Budget Director

(Record Part 2@27:31)

**Subject:** Washington State Parks and Recreation Commission Cornet Bay/Hoypus Point

**Attachment:** yes

**Proposed Action:** Amendment to Interlocal Agreement with WA State Parks & Recreation Commission for National Fish & Wildlife Foundation grant for restoration of shoreline habitat in the Cornet Bay Estuary; Contract No.: Parks #G 709-205; Amendment Amount: \$64,000

**Follow up:** Okay to move forward to Monday's agenda.

**Subject:** Misc

**Attachment:** none

**Information:** Tim clarified for the Board his recommendation for funding weed control and provided an update on the WSU Green Valley Road property.

**Juvenile & Family Court Services**  
**Summary Minutes**

Work Session was held between the County Commissioners and the Juvenile Department on Wednesday, June 23, 2010, at 1:45 p.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

**County Commissioners:**        **Helen Price Johnson, Chair**                        **Staff: Pam Dill**  
   **Angie Homola, Member**  
   **John Dean, Member**

**Staff Present:**    **Mike Merringer**

**Others Present:** **Elaine Marlow, Budget Director**

(Record Part 2@40:20)

**Subject: Contract with Paul Douhan**

**Attachment:**    yes

**Proposed Action:** Contract with Paul Douhan; Sexual Deviancy evaluations and treatment for Juvenile Court program participants; Amount: \$4,500.00

**Follow-up:**    Okay with Board to move forward to Monday's agenda.

**Subject: Contract with Randy Green**

**Attachment:** yes

**Proposed Action:** Contract with Randy Green, M.A.; Sexual Deviancy evaluations and treatment for Juvenile Court program participants; Amount \$4,500.00

**Follow-up:** Okay with Board to move forward to Monday's agenda.

**Subject: Request for funding**

**Attachment:** none

**Proposed Action:** Request to use Mental Health Initiative funding to purchase drug and alcohol evaluations and treatment due to reductions in state grants; \$5,500.00

**Follow-up:** Okay with Board.

**Subject: Inter-Agency Agreement with the Coupeville School District**

**Attachment:** yes

**Proposed Action:** Contract with Coupeville School District: Operation Agreement with Coupeville School District for the Education Program in Island County Juvenile Detention Center; Amount -0-

**Follow-up:** Okay with Board to move forward to Monday's agenda.

**Subject: Automated Fingerprint Identification System Connected User's Agreement with Washington State Patrol**

**Attachment:** yes

**Proposed Action:** Contract with WA State Patrol: Users Agreement to submit Electronic Fingerprints.

**Follow-up:** Okay with Board to move forward to Monday's agenda.

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**Prosecuting Attorney**  
**Summary Minutes**

Work Session was held between the County Commissioners and Prosecutor on Wednesday, June 23, 2010, at 2:00 p.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

**County Commissioners:** Helen Price Johnson, Chair  
Angie Homola, Member  
John Dean, Member

**Staff:** Pam Dill

**Staff Present:** Caroline Morse

**Others Present:** Elaine Marlow, Budget Director

(Record Part 2@52:55)

**Subject:** SFY 2011 Victim Witness Assistance Grant from the Department of Commerce

**Attachment:** yes

**Proposed Action:** Grant Agreement with WA State Dept. of Commerce for Victim/Witness Assistance Grant; Grant No. S11-31102-513; Amount: \$40,000 (RM-PA-10-0298)

**Follow up:** Okay with Board to move forward to Monday's agenda.

**Subject:** PAA – Victim Witness Coordinator

**Attachments:** yes

**Proposed Action:** Michele Graaff, the current Victim Witness Coordinator, was selected to fill Caroline Morse's, Office Administrator, position.

**Follow up:** The Board authorized a PAA for the Victim Witness Coordinator grant funded position.

**Island County Auditor**  
**Summary Minutes**

Work Session was held between the County Commissioners and the Auditor on Wednesday, June 23, 2010, at 2:05 p.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

**County Commissioners:** Helen Price Johnson, Chair  
Angie Homola, Member  
John Dean, Member

**Staff:** Pam Dill

**Present:** Sheilah Crider, Auditor

**Others Present:** Elaine Marlow, Budget Director, Rufus Rose

(Record Part 3@00:02)

**Subject:** Annual Audit of Island County

**Attachment:** none

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**Information:** State Auditors will arrive on July 1 to commence the 2009 Annual Audit. The audit team is scheduled to be here for 2 months and will be housed in the vault area where they were last year. Sheilah asked that all departments help facilitate the audit by providing items requested by the auditors in a timely manner. Delays will increase the cost of the audit to the county.

Anne LaCour, Deputy Auditor, will be the Coordinator of the audit.

**Follow up:** Sheilah will provide the audit information via email to all Elected Officials and Department Heads.

**Assessor**  
**Summary Minutes**

Work Session was held between the County Commissioners and the Assessor on Wednesday, June 23, 2010, at 2:15 p.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

**County Commissioners:** Helen Price Johnson, Chair  
Angie Homola, Member  
John Dean, Member

**Staff:** Pam Dill

**Present:** Dave Mattens, Assessor

**Others Present:** Elaine Marlow, Budget Director

(Record Part 3@12:10)

**Subject:** Recording fee reimbursement for John Hartley

**Attachment:** yes

**Proposed Action:** On March 15, 2010, a completed boundary line adjustment (BLA) was entered into the Real Property program for John Hartley. Mr. Hartley required parcel numbers to record two quit claim deeds. The deeds were recorded at a cost of \$127.00.

Either the same day or the following day there was a Real Property program failure and the entry was lost. The segregation clerk attempted to re-enter the BLA using the same parcel number, but the system would not allow it. A new parcel number had to be created in order to make the re-entry. As a consequence, Mr. Harley re-recorded the quit claim deeds at an additional cost of \$128.00 He is now requesting reimbursement of the first recording.

**Follow up:** Okay with Board to issue reimbursement.

**Budget Director**  
**Summary Minutes**

Work Session was held between the County Commissioners and the Budget Director on Wednesday, June 23, 2010, at 2:30 p.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

**County Commissioners:** Helen Price Johnson, Chair  
Angie Homola, Member  
John Dean, Member

**Staff:** Pam Dill

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**Staff Present:** Elaine Marlow, Budget Director

**Others Present:** Keith Higman, Rufus Rose, Teri Anania, Island County Housing Authority, Sandra Stipe, Saratoga Community Housing

(Record Part 3@25:50)

**Subject:** Low-income housing surcharge fund grant contract/Sunny View Village Housing Authority (cont. from 6/2)

**Attachments:** yes

**Proposed Action:** Teri Anania, with the Island County Housing Authority, provided the Board with a brief overview of the Housing Authority's request for a \$25,000.00 grant to cover some of the costs associated with the development of the Sunny View Village Housing project.

**Follow-up:** The Board agreed to put a decision on funding for this project on hold while the work on a consolidated housing plan for Island County.

**Subject:** Saratoga Community Housing application (cont. from 6/2)

**Attachments:** yes

**Proposed Action:** Sandra Stipe, with Saratoga Community Housing, provided the Board with a brief overview of the Saratoga Community Housing application for \$250,000.00 over a three year period (10 units @\$25,000.00).

The Board was in support of providing up to \$45,000.00 to allow Saratoga Community Housing to move forward on their current project.

**Follow-up:** Sandra will work with Lynda Richards, Human Services, to develop a contract.

**Subject:** Email from Orca Network

**Attachments:** Email dated 6/9/10 from Howard Garrett, Orca Network

**Proposed Action:** Request from Orca Network for the Board to sign on to a letter to Senators Patty Murray and Maria Cantwell to help bring stakeholders together to figure out how to maximize salmon returns in the Snake River.

**Follow-up:** Commissioner Homola will look into the request further and consider signing on to the letter.

**Subject:** Letter from Kittitas County Board of County Commissioners

**Attachments:** Letter dated 5/19/10 from Kittitas Board of County Commissioners

**Proposed Action:** Request for assistance in opposing DOE from granting water rights that are depleting aquifers of current water right holders in Kittitas County.

**Follow-up:** Forward letter to Keith Higman and ask him to brief the Board on the issue and how it would apply to Island County.

**Subject:** Letter from DNR

**Attachments:** Letter dated 5/14/10 from Department of Natural Resources (DNR), to BOCC; draft letter of support

**Proposed Action:** Request from The Recreation and Conservation Office for a letter of support for the Admiralty Inlet Natural Area Preserve proposal submitted by DNR for funding through the Washington Wildlife and Recreation Program in the 2011-2013 biennium.

**Follow-up:** Okay with Board to move forward for signature on Monday.

**Subject:** Board of Equalization applicants

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**Attachments:** yes

**Proposed Action:** Consider applicants for alternate position.

**Follow-up:** Okay with Board to move forward with recommendation of an appointment to the Board of Equalization to complete a vacancy in an alternate position.

**Subject: Housing Advisory Board applicants**

**Attachments:** yes

**Proposed Action:** Consider applicants for 3 vacant positions.

**Follow-up:** Okay with Board to move forward with recommendation for reappointment to the Island County Affordable Housing Advisory Board.

**Subject: Vision/Mission Statement**

**Attachments:** draft resolution

**Proposed Action:** Resolution in the matter of adoption of the Island County Vision Statement, Mission Statement, and Guiding Principles

**Follow-up:** Okay with Board to move forward to Monday's agenda and update website.

**Subject: Continued budget discussion –Elected Officials Salaries/Salary Commission**

**Attachments:** yes

**Discussion:**

#### **Elected Officials Salaries**

- RCW 36.17 authorizes 2 options
  - Board of Commissioners or
  - Salary Commission (established by BOCC)
- Currently, Island County Commissioners adopted resolution establishing salaries
  - Originally adopted in 1993
  - Elected officials salaries are based upon a percentage District 3
  - Percentages modified over the years
  - 5% increase in odd numbered years
- Commissioners District 1 & 2 = 100%
- Assessor/Auditor/Treasurer/Clerk/Coroner = 90%
- Sheriff = 110%
- Prosecutor = 50% of 135% District 3 salary
  - Can't be lower than County's share in 2008
  - Remainder paid by Washington State
- District & Superior Court Judges
  - Established by Washington State Salary Commission
- Washington Constitution Article 11, Section 8
  - Cannot be "diminished after his/her election, or during term of office"
- County Elected Offices that are up for election in 2010
  - Salaries can be modified effective January 1, 2011
  - Deadline November 1, 2010
- Commissioners District 1 & 2 cannot be lawfully reduced during current terms of office

#### **Salary Commission**

- Established by Board of Commissioners
- Total of 10 members
  - 6 registered voters drawn by lot by the Auditor/2 from each Commissioner District

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- 4 residents appointed by BOCC from the following sectors
  - o Business
  - o Personnel management
  - o Legal profession
  - o Organized labor
  
- County Commissioner salaries established by Commission
- Incorporated into county budget without further action by county legislative authority
- Voter referendum can modify salaries
- Recommend salaries for other county elected officials
- Counties with salary commissions
  - Skagit
  - Snohomish
  - Thurston
  - Wahkiakum

A majority of the Board was in support of a salary commission, but felt it was something that would require more study and would not be able to be implemented until at least 2011. The immediate need is to address the salary increases for elected officials and Commissioner Price Johnson recommended moving forward with an ordinance that suspends the 5% increase and freezes the salaries of Island County Elected Officials.

**Follow up:** Commissioner Dean will meet personally with Elected Officials.

BOARD OF COUNTY COMMISSIONERS  
ISLAND COUNTY, WASHINGTON

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Helen Price Johnson, Chair

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Angie Homola, Member

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John Dean, Member

ATTEST:

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Elaine Marlow, Clerk of the Board