

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 5
JANUARY 9, 2013 – WORK SESSIONS**

**Public Works
Summary Minutes**

Work Session was held between the County Commissioners and Public Works on Wednesday, January 9, 2013, 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
 Kelly Emerson, Member
 Jill Johnson, Member

Staff Present: Bill Oakes, Director, Bryant Mercil, Fritz Feiten, Ameresco

Others Present: Elaine Marlow, Budget Director

Record @ 00:05

Roads

Subject/Description: Jail HVAC Discussion

Attachment: Project costs & Energy Savings for selected options

Action Requested: Bill Oakes briefed the Board on the Island County Energy Upgrade Project with Road Shops Lighting and requested approval to apply for the grant application from the Department of Commerce.

Follow Up: Okay with a majority of the Board to move forward with applying for the grant.

**Budget Director/GSA/IT
Summary Minutes**

Work Session was held between the County Commissioners and the Budget Director on Wednesday, January 9, 2013, at 9:20 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
 Kelly Emerson, Member
 Jill Johnson, Member

Staff Present: Elaine Marlow, Budget Director

Record @ 18:18

Subject/Description: Resolution appointing Commissioner Emerson as the County's Washington Counties Risk Pool Director

Attachments: yes

Action Requested: Approval of Resolution continuing relationships with the Washington Counties Risk Pool and the Related Appointments and Designations of/for each Member County. The Risk Pool's Bylaws require members to appoint a Director. The resolution notifies the Risk Pool that Commissioner Emerson has been appointed as WCRP Director representing Island County.

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

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**Human Resources
Summary Minutes**

Work Session was held between the County Commissioners and Human Resources on Wednesday, January 9, 2013 at 9:21 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: Kelly Emerson, Chair
Helen Price Johnson, Member
Jill Johnson, Member

Staff: Pam Dill

Staff Present: Melanie Bacon, Human Resource Director

Others Present: Elaine Marlow, Budget Director

Record @ 20:12

Subject/Description: Job Requisitions

Attachment: none

Action Requested:

District Court

- Court Clerk – 2 positions going from 35 to 40 hour work week. (Approved in 2013 budget.) #001/13 & 002/13
Commissioner Emerson moved to approve Job Requisitions #001/13 & #002/13. The motion was seconded by Commissioner Johnson and carried unanimously.

Facilities

- Acting Supervisor – Six week extension for Carla Waite #003/13
Commissioner Emerson moved to approve Job Requisition #003/13. The motion was seconded by Commissioner Johnson and carried unanimously.

Subject/Description: General Service Administration Director – funding discussion

Attachments: yes

Discussion: The Budget Director indicated that she had been unable to identify any funding capacity for the GSA Director position. The Board agreed to table the Job Requisition for 6 months and move forward with investigating the concept of conducting an online public survey to obtain feedback on services/programs offered by the county.

Follow up: Bring the survey discussion back to the first work session in February.

Subject/Description: Office Coordinator/Camano - interview process

Attachments: yes

Discussion: Interviews for the Office Coordinator position on Camano will be conducted by Commissioner Emerson, Debbie Thompson, and Melanie Bacon at the Camano Annex.

**WSU / Extension Services
Summary Minutes**

Work Session was held between the County Commissioners and WSU/Extension on Wednesday, January 9, 2013, at 9:45 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

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County Commissioners: Helen Price Johnson, Chair
Kelly Emerson, Member
Jill Johnson, Member

Staff: Pam Dill

Staff Present: Dr. Tim Lawrence, Director

Others Present: Elaine Marlow, Budget Director

Record @ 46:20

Subject/Description: General update on WSU Extension Programs

Attachment: none

Information: Services Agreement between Island County through its Marine Resources Committee and Linda Kast Meehan to provide Communications Services for the MRC from December 1, 2012 through June 30, 2013 will need to be nullified. Linda Kast Meehan has taken a position as the Secretary/Chief Examiner with the Civil Service Commission. Dr. Lawrence has been informed by the Prosecuting Attorney's Office that Ms. Meehan cannot work for Island County as both a contractor and employee. Tim is in the process of hiring Ms. Meehan as a temporary part-time employee.

Subject/Description: Economic Analysis of Extension Programming in Island County

Attachment: yes

Information: Tim Lawrence briefed the Board on the grant proposal they received through WSU for developing a model for assessing the cost/benefit for countywide extension programming. He will be working on developing a survey with Bidsha Mandal, Assistant Professor and Health Extension Specialist in the School of Economic Sciences, and a graduate student from the School of Economic Sciences.

**Human Services
Summary Minutes**

Work Session was held between the County Commissioners and Human Services on Wednesday, January 9, 2013, at 10:00 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: Helen Price Johnson, Chair
Kelly Emerson, Member
Jill Johnson, Member

Staff: Pam Dill

Record @ 01:02:05

Staff Present: Jackie Henderson, Director, Joanne Pelant

Others Present: Elaine Marlow, Budget Director

Subject/Description: Housing Assistance

Attachment: yes

Information: Jackie Henderson and Joanne Pelant briefed the Board on recent housing activities and the 2013 Housing Work Plan.

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**Sheriff
Summary Minutes**

Work Session was held between the County Commissioners and the Sheriff on Wednesday, January 9, 2013, at 10:20 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
 Kelly Emerson, Member
 Jill Johnson, Member

Staff Present: Undersheriff Kelly Mauck, Wylie Farr

Others Present: Elaine Marlow, Budget Director

Record @ 01:18:45

Subject/Description: Resolution to Surplus County vehicles

Attachment: yes

Action Requested: Approval of Resolution for Sale or Disposal of Surplus County Property. The resolution authorizes vehicles to be sold or disposed of in accordance with Island County Code Chapter 2.31.

Follow-up: Okay with full Board to move forward to a Monday agenda.

Subject/Description: Camano Deputy

Attachment: none

Action Requested: Approval to hire Gene Martin (Replacement for Samantha Price) effective 1/16/13.

Follow-up: Okay with full Board to bring Job Requisition forward to Monday's agenda.

Subject/Description: Camano Temporary

Attachment: none

Action Requested: Approval to extend Patrol Deputy Provisional, Luke Adkins, for 30 days, from January 16, 2013 to February 15, 2013. Kelly Mauck will work with the Budget Director on funding options to further extend the position through August 2013.

Follow-up: Okay with full Board to bring Job Requisition forward to Monday's agenda.

Subject/Description: Camano staffing and personal update

Attachment: none

Information: Kelly Mauck briefed the Board on staffing issues on Camano.

Follow-up: Bring back discussion on Camano and Whidbey Island staffing and the potential impact on services to the next work session.

**Commissioners Agenda
Summary Minutes**

The County Commissioners met during Work Session on Wednesday, January 9, 2013 at 10:35 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA.

Present were:

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County Commissioners: Helen Price Johnson, Chair
Kelly Emerson, Member
Jill Johnson, Member

Staff: Pam Dill

Others Present: Elaine Marlow, Budget Director, Jackie Henderson

Record @ 01:36:45

Subject/Description: Sunny View Village – Consistency with the Housing Element of the Island County Comprehensive Plan and Island County’s Ten Year Homeless Housing Plan

Attachments: yes

Action Requested: Verification that the Sunny View Village Project is consistent with Island County’s Ten Year Homeless Housing Plan and the Housing Element of the Island County Comprehensive Plan.

Rufus Rose addressed his concerns surrounding the Sunny View Village project.

Commissioner Johnson moved to authorize the Chair to sign the two letters of verification that the Sunny View Village Project is consistent with Island County’s Ten Year Homeless Housing Plan and the Housing Element of the Island County Comprehensive Plan. The motion was seconded by Commissioner Price Johnson and carried with a vote of 2 to 0. Commissioner Emerson abstained.

EXECUTIVE SESSION ANNOUNCED

Commissioner Price Johnson announced the Board would briefly recess and meet in Executive Session as allowed under RCW 42.30.110(1)(i) to discuss with legal counsel litigation or potential litigation, beginning at 11:00 a.m., in the Commissioner’s Hearing Room. The Executive Session is expected to last approximately 15 minutes with a possible announcement afterwards in open public session. At 11:15 a.m. Commissioner Price Johnson announced the Executive Session would be extended another 15 minutes. At 11:30 the Board reconvened in open public session with a recommendation from Elaine Marlow, Budget Director, to deny the claim as presented by Michael and Alana Pizzuto.

Commissioner Emerson moved to deny the claim by Michael and Alana Pizzuto. The motion was seconded by Commission Johnson and carried unanimously.

Record @ 1:58:37

Bob Pederson, Planning Director, provided an update on the flood damaged property on West Beach Road.

EXECUTIVE SESSION ANNOUNCED

Commissioner Price Johnson announced the Board would recess and meet again in Executive Session as allowed under RCW 42.30.110(1)(i) to discuss with legal counsel litigation or potential litigation, beginning at 1:00 p.m., in the Commissioner’s Conference Room. The Executive Session is expected to last approximately 30 minutes and no announcement in open public session is expected. At 1:30 p.m. Commissioner Price Johnson announced the Executive

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Session would be extended another 5 minutes. No announcement was made in open public session. There being no further business to come before the Board the meeting adjourned.

BOARD OF COUNTY COMMISSIONERS
ISLAND COUNTY, WASHINGTON

Helen Price Johnson, Chair

Kelly Emerson, Member

Jill Johnson, Member

ATTEST:

Elaine Marlow, Clerk of the Board