

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 197
OCTOBER 21, 2015 – WORK SESSION**

**Public Works
Summary Minutes**

Work Session was held between the County Commissioners and Public Works on Wednesday, October 21, 2015, 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**
 Richard Hannold, Member
 Jill Johnson, Member

Staff Present: Bill Oakes, Director, Joantha Guthrie, Steve Marx, Connie Bowers. Bryant Mercil

Record @ 00:05

Add-On

Subject/Description: Amendments to 2015-2020 and 2016-2021 Capital Improvement Plans

Attachment: Memo dated 10/7/15 from Public Works to BOCC

Action Requested: Bill Oakes reviewed revisions to the 2015-2020 and the proposed 2016-2021 CIP.

Follow up: Okay with full Board.

Subject/Description: Jail Energy Project

Attachment:

Information: Bill Oakes and Bryant Mercil briefed on Board on the lack of performance by the Department of Enterprise Services (DES) and Ameresco, Inc. in managing the Island County Energy Savings project and the potential impact for Island County not to meet the conditions of its funding obligation to the WA State Treasurer.

Public Works

Subject/Description: SCS Engineers – Post Closure Contract Extension

Attachment: Memorandum dated 10/7/13 from Joantha Guthrie to BOCC

Action Requested: Approval of contract extension with Stearns, Conrad and Schmidt, Consulting Engineers, Inc. (SCS Engineers); Contract No. RM-PW-2012-281; extends end date by three additional years, December 31, 2018 plus three additional months to complete the annual report for the preceding year.

Follow up: Okay with full Board.

Subject/Description: SCS Engineers – On Call Consultant Contract

Attachment: Memorandum dated 10/7/15 from Joantha Guthrie to BOCC

Action Requested: Approval of On Call Consultant Contract with Stearns, Conrad and Schmidt Engineering, Inc. (SCS Engineers) for solid waste issues 2016-2020; Amount: Maximum Payable: \$3000,000.00

Follow up: Okay with full Board.

Subject/Description: Rabanco – Long Haul Contract Extension

Attachment: Memorandum dated 10/7/15 from Joantha Guthrie to BOCC

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Action Requested: Approval of second extension to contract between Island County and Rabanco, Ltd for Solid Waste Transport and Disposal.; Term: December 31, 2018.

Follow up: Okay with full Board.

Solid Waste

Subject/Description: BaRC Retail (WAIF) Contract Extension

Attachment: Amendment No. 2

Action Requested: Approval of extension to contract between Island County and WAIF; Term: extended to January 27, 2018.

Follow up: Okay with full Board.

Roads

Subject/Description: Petition for Vacation of County Road

Attachment: Memorandum dated 10/21/15

Action Requested: Approval of petition to vacate a portion of an Unnamed Alley-Plat of Glendale submitted by Whidbey Camano Land Trust.

Follow up: Okay with full Board to refer to Engineer for report.

**Human Resources
Summary Minutes**

Work Session was held between the County Commissioners and Human Resources on Wednesday, October 21, 2015 at 9:30 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: Helen Price Johnson, Chair
Richard Hannold, Member
Jill Johnson, Member

Staff: Pam Dill

Staff Present: Melanie Bacon, Human Resource Director

Others Present: Elaine Marlow, Bill Oakes

Record @ 29:22

Subject/Description: Job Requisitions

Attachment: yes

Action Requested:

Emergency Management

- DEM Assistant, replacement, .5 FTE, NR-8 # 105/15
Commissioner Johnson moved to approve Job Requisition #105/15. The motion was seconded by Commissioner Hannold and carried unanimously.

Prosecuting Attorney

- Paralegal/Legal Assistant 1, replacement, .93 FTE, C-7 #104/15
Commissioner Johnson moved to approve Job Requisition 104/15 as a 1.0 FTE. The motion was seconded by Commissioner Hannold and carried unanimously.

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- Paralegal/Victim-Witness Coordinator, replacement C-8 #106/15
Commissioner Johnson moved to approve Job Requisition 106/15. The motion was seconded by Commissioner Hannold and carried unanimously.

Status Change Form

Commissioner Johnson moved to approve a 5 year longevity credit for previous employment (1/1/84-3/31/89) for Carol Barnes, effective as of October 1, 2015. The motion was seconded by Commissioner Hannold and carried unanimously.

Subject/Description: Driver Record Monitoring Service

Attachment:

Action Requested: Postponed.

**Long Range Planning
Summary Minutes**

Work Session was held between the County Commissioners and the Planning Department on Wednesday, October 21, 2015 at 9:50 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**
Richard Hannold, Member
Jill Johnson, Member

Staff Present: Keith Higman, Interim Director, Meredith Penny, Nathan Howard, Paula Bradshaw

Others Present: Elaine Marlow, Budget Director

Record @ 46:16

Subject/Description: Rural Lands Survey Results

Attachment: Survey Results

Discussion: Meredith Penny discussed with the Board the results of the rural lands survey and the upcoming rural lands public meetings.

**Commissioners Agenda
Summary Minutes**

The County Commissioners met during Work Session on Wednesday, October 21, 2015 at 10:35 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**
Richard Hannold, Member
Jill Johnson, Member

Record @ 01:29:01

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 200
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Subject/Description: 2% Hotel-Motel Tax

Attachments: yes

Action Requested: The Hotel-Motel Lodging Tax Committee met on October 8, 2015 and made their recommendations. The Board is sending back seven grant applications to the committee for reconsideration.

1. Whidbey Island Marathon
2. Oak Harbor Chamber of Commerce
3. PBY Memorial Museum
4. Island County Historical Society
5. Trust of Ebey's Landing National Historical Reserve
6. Island County/Four Springs
7. Island County Parks – Porta-Potty Rentals

Additionally, the Board is releasing up to \$20,000.00 of fund balance to aid in funding of these grants. The Board also recommends cutting the allocation, recommended by the committee for the Oak Harbor Chamber, in the amount of \$15,000.00.

Follow up: Reconvene the 2% Lodging Tax Committee.

Subject/Description: Commissioner updates

Attachments:

Information:

- Regional Legislative Meeting – October 22, 2015 - Skagit County Admin Bldg, Commissioners Hearing Room, 1800 Continental Place, Mount Vernon
- The Board agreed to move forward with their desire to change the County Code to discontinue the practice of appeals of the Hearing Examiner's decisions going to the Commissioners and instead have them go directly to Superior Court. Commissioner Johnson will work with the Keith Higman and the Prosecuting Attorney's office on a code change.

**Monthly Financial Reports
From Auditor & Treasurer
Summary Minutes**

Work Session was held between the County Commissioners and the Auditor/Treasurer on Wednesday, October 21, 2015, 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
Richard Hannold, Member
Jill Johnson, Member

Staff: Pam Dill

Present: Wanda Grone, Treasurer, LaRae Brown

Others Present: Elaine Marlow, Budget Director

Record @ 02:14:34

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 201
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Subject: Monthly Financial Report

Attachment: [MONTHLY FINANCIAL REPORTS BY AUDITOR AND TREASURER](#)

**Health Department
Summary Minutes**

Work Session was held between the County Commissioners and the Health Department on Wednesday, October 21, 2015, at 1:20 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**
Richard Hannold, Member
Jill Johnson, Member

Staff Present: Keith Higman, Director

Record @ 02:31:20

Community & Family Health

Subject/Description: Behavioral Health Specialist Agreement

Attachment: agreement

Action Requested: Approval of agreement between Island County Public Health and Mariam Ross, Behavioral Health Specialist; Term: January 1, 2016 - December 31, 2016; Amount: Maximum Amount: \$13,000.00

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

Subject/Description: TB Consultant Services

Attachment: agreement

Action Requested: Approval of agreement between Island County Public Health and Christopher Spitters for TB consultant services; Term: January 1, 2016 – December 31, 2016; Amount: Maximum Amount: #12,500.00.

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

**Department of Natural Resources
Summary Minutes**

Work Session was held between the County Commissioners and the Department of Natural Resources on Wednesday, October 21, 2015 at 1:35 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**
Richard Hannold, Member
Jill Johnson, Member

Staff Present: Keith Higman, Director

Record @ 02:38:14

Subject/Description: Local Integrating Organization contract amendment with Puget Sound Partnership

