Public Works

Summary Minutes

Work Session was held between the County Commissioners and Public Works on Wednesday, April 19, 2017, at 10:00 a.m., in the Island County Annex Building, Commissioners’ Hearing Room, B-102, Coupeville, WA. Present were:

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

Staff: Pam Dill

Staff Present: Bill Oakes, Director, Joantha Guthrie, Steve Marx

Others Present: Elaine Marlow, Budget Director, Keith Higman

Record @ 00:05

Roads

Subject/Description: Purchase Order 11714-Alpine Products Inc. Waterborne Traffic Marking Paint
Attachment: Memorandum dated 4/11/17 from Markell Egelston to BOCC
Action Requested: Approval of PO# 11714; 70-2,400lb bags Type A Glass Beads for 2017 Paint Striping Program; Alpine Products Inc.; $63,806.03 (incl WSST)
Follow up: Okay with full Board to move forward to a Tuesday consent agenda.

Subject/Description: Purchase Order 11715-Alpine Products Inc. Waterborne Traffic Marking Paint
Attachment: Memorandum dated 4/11/17 from Markell Egelston to BOCC
Action Requested: Approval of PO# 11715; 34 – 250 Gallon White rapid dry traffic line paint and 34 -250 Gallon Yellow rapid dry traffic line paint; Alpine Products Inc.; $162,615.20 (incl WSST)
Follow up: Okay with full Board to move forward to a Tuesday consent agenda.

Public Works

Subject/Description: Clean Water Utility Phase II
Attachment: none
Discussion: Bill Oakes provided some background on the creation of the CWU. Phase I has been fully implemented. Low Impact Development in the watersheds, shellfish protection and salmon recovery have been implemented in Phase II.

The remaining part of Phase II includes watershed planning. Discussion ensued regarding the need and funding capacity for a Watershed Planner. The Watershed Planner would prioritize the basins and identify projects for the CWU. The overall goal is to increase groundwater recharge on a basin wide level and identify groundwater recharge priorities.

Bill noted that work could start on the basin prioritization work without the Watershed Planner which will help set the priorities for the basin plan.
Follow up: Further discussion will take place during the 2018 budget process.
Subject/Description: Roadside Recycling
Attachment: none
Discussion: Bill provided some background information on recycling in Island County. Currently, curbside recycling is offered to all residents of the City of Oak Harbor, the Town of Coupeville and Camano Island. The City of Langley and unincorporated Island County do not have curbside recycling. The proposal is the same as it was in 2012; all residents that opt to receive solid waste service will automatically receive curbside recycling and will be required to pay for recycling service. The price is slightly lower at $7.00-$9.00/month.

Options were discussed and the Board agreed to look at the costs during the next solid waste rate study.

Human Resources
Summary Minutes

Work Session was held between the County Commissioners and Human Resources on Wednesday, April 19, 2017 at 11:00 a.m., in the Island County Annex Building, Commissioners’ Hearing Room, B-102, Coupeville, WA. Present were:

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

Staff:  Pam Dill

Staff Present:  Melanie Bacon, Human Resource Director

Others Present: Elaine Marlow, Budget Director, Keith Higman, Hiller West

Record @ 01:00:05

Subject/Description: Job Requisitions
Attachment: yes
Action Requested:

Public Health

•  Environmental Health Specialist II (Sanitarian), new, C12 2017-031
  Commissioner Hannold moved to approve Job Requisition #2017-031. The motion was seconded by Commissioner Price Johnson and carried unanimously.

Planning & Community Development

•  Plans Examiner/Bldg Inspector – Camano, new, C-9/10/11 DOQ #2017-029
  Commissioner Price Johnson moved to approve Job Requisition #2017-029. The motion was seconded by Commissioner Hannold and carried unanimously.

•  Admin Assistant – Building Support, new C-7 #2017-030
  Commissioner Price Johnson moved to approve Job Requisition #2017-030. The motion was seconded by Commissioner Hannold and carried unanimously.

Long Range Planning
Summary Minutes
Work Session was held between the County Commissioners and the Planning Department on Wednesday, April 19, 2017 at 11:14 a.m., in the Island County Annex Building, Commissioners’ Hearing Room, B-102, Coupeville, WA. Present were:

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

Staff: Pam Dill

Staff Present: Beverly Zendt-Mesa, Paula Bradshaw, Meredith Penny, Hiller West

Others Present: Elaine Marlow, Budget Director, Lori Clark, Keith Higman

Record @ 01:13:20

Subject/Description: Review and discuss amendments to Critical Areas Regulations related to Surface Water Quality Monitoring Program and amendments identified in the 2016 periodic update of the Comprehensive Plan
Attachment: PowerPoint

Discussion: Lori Clark summarized the Surface Water Quality Monitoring proposed changes based on the draft Water Quality Data Synthesis and recommendations for a Surface Freshwater Monitoring Program.

Meredith Penny reviewed amendments identified in the periodic review update:
- Temporary Impacts to Wetlands – require mitigation at a smaller ratio than other impacts
- Clarify reduction of Standard Buffer Width – buffer can only be reduced to 75% of originally required buffer, unless certain thresholds are met as determined by the Director
- Consider a watershed approach to mitigation planning – watershed characterization maps created for periodic update process to be used when considering off-site mitigation or mitigation banks
- Clarify current approach for review of development effects on water availability to conform with current practice – review of legal and physical water availability required by the Health Director at time of subdivision approval
- Mitigation sequencing in geohazard areas – demonstrate that reasonable efforts have been taken to mitigate impacts

Follow up: Future work session - Critical areas regulations affecting agriculture uses.

Subject/Description: Transmittal of the Planning Commission’s recommendation of suggested amendments to ICC 16.26 related to the Annual Docket Process
Attachment: Memorandum dated 4/19/17 from Planning to BOCC, draft ordinance/ Exhibit A, Findings of Fact and Legislative Intent

Action Requested: Beverly noted that the Planning commission at their April 10, 2017 meeting recommended approval of the proposed code amendments. The main purpose of the revisions are to adjust docket timelines to allow for a more thorough review process, better coordinate with budget processes and allow for a process that is easily understood and consistently replicated. Language has been added to indicate that a Type IV rezoning, which requires a plan amendment (map change) is subject to 16.26 docketing procedures.

Approval of the following additional proposed changes from Commissioner Hannold:
• Work plan items may span multiple years and may be initiated \textit{proposed} by the Board, Planning Commission, Planning Director, or the department Director responsible for the administration of a development regulation.

• 16.26.060E.2. The Board’s decision to exclude an application from the docket \textit{is a discretionary Type IV final decision subject to appeal pursuant to section 16.19.205}, terminates the application without prejudice to the applicant or the proposal.

\textbf{Follow up:} Okay with full Board to schedule Ordinance Amending Chapter 16.26 relating to the Island County Code to update the Comprehensive Plan Annual Docket Process on the Board’s April 25, 2017 consent agenda for public hearing on May 9, 2017.

\textbf{EXECUTIVE SESSION ANNOUNCED}

Commissioner Johnson announced that the Board will recess and meet in Executive Session as allowed under RCW 42.30.110(1)(i) to discuss litigation or potential litigation. The Executive Session will take place in the Commissioners’ Hearing Room, and is expected to last 20 minutes with no announcement anticipated.

At 12:40 p.m. Commissioner Johnson announced the Board would need an additional 15 minutes for the Executive Session. At 1:00 p.m. the Board reconvened in regular session.

\textbf{Commissioners Agenda Summary Minutes}

The County Commissioners met during Work Session on Wednesday, April 19, 2017 at 1:00 p.m., in the Island County Annex Building, Commissioners’ Hearing Room, B-102, Coupeville, WA. Present were:

\textbf{County Commissioners:} Jill Johnson, Chair \hspace{1cm} \textbf{Staff:} Pam Dill
Helen Price Johnson, Member \hspace{1cm} Richard M. Hannold, Member

\textbf{Others Present:} Elaine Marlow, Budget Director

Record @ 02:19:08

\textbf{Subject/Description:} Consider appointment to the Solid Waste Advisory Committee
\textbf{Attachment:} yes
\textbf{Action Requested:} The Board considered applicants for appointment to the Solid Waste Advisory Committee.
\textbf{Follow up:} Okay with full Board to move recommendation forward to a Tuesday agenda.

\textbf{Health Department Summary Minutes}

Work Session was held between the County Commissioners and the Health Department on Wednesday, April 19, 2017, at 1:05 p.m., in the Island County Annex Building, Commissioners’ Hearing Room, B-102, Coupeville, WA. Present were:
Administration

Subject/Description: Regional conservation: Tribal – Public Health collaboration during times of emergencies
Attachment: Draft Mutual Aid Agreement
Discussion: Regional Tribal – Public Health collaboration during times of emergencies through a Mutual Aid Agreement.
Follow up: Okay with full Board to continue with conversation.

Human Services

Summary Minutes

Work Session was held between the County Commissioners and Human Services on Wednesday, April 19, 2017, at 1:16 p.m., in the Island County Annex Building, Commissioners’ Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: Jill Johnson, Chair Staff: Pam Dill
Helen Price Johnson, Member
Richard M. Hannold, Member

Staff Present: Jackie Henderson, Director, Catherine Reid

Others Present: Elaine Marlow, Budget Director

Record @ 02:27:50

Subject/Description: Community Development Block Grant (CDBG)
Attachment: General Purpose Grant Application
Action Requested: Catherine briefed the Board on the CDBG General Purpose Grant. Applications are due June 1, 2017. She discussed the concept of partnering with South Whidbey Homeless Coalition and the Spin Café for a permanent emergency shelter in Oak Harbor. The County would apply for the grant and pass through the funds to both agencies who would have a joint ownership interest.

Commissioner Johnson was concerned about the timeline and would like to have a conversation with the City of Oak Harbor. She was also concerned about the public perception and community buy in.
Follow up: Bring back for continued discussion at a May work session.
Work Session was held between the County Commissioners and the Treasurer on Wednesday, April 19, 2017, at 1:30 p.m., in the Island County Annex Building, Commissioners’ Hearing Room, B-102, Coupeville, WA. Present were:

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

**Staff:** Pam Dill

**Present:** Wanda Grone, Treasurer, Roberta Happel

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

Record @ 02:56:45

**Subject/Description:** 2017 Foreclosure Action Title Report  
**Attachment:** Memo dated 4/10/17 from Wanda Grone, to BOCC  
**Action Requested:** Annual approval of Title Report bid tax foreclosure action; First American Title.  
**Follow up:** Okay with Board to move forward to a Tuesday consent agenda.

**Subject:** Monthly Financial Report  
**Attachment:** [https://www.islandcountywa.gov/Treasurer/Pages/TReport.aspx](https://www.islandcountywa.gov/Treasurer/Pages/TReport.aspx)

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Work Session was held between the County Commissioners and WSU/Extension on Wednesday, April 19, 2017, at 2:00 p.m., in the Island County Annex Building, Commissioners’ Hearing Room, B-102, Coupeville, WA. Present were:

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

**Staff Present:** Seth Luginbill, Noxious Weed Coordinator

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

Record @ 03:10:40

**Subject/Description:** Amendment No. 1 to Agreement with Washington State Department of Agriculture  
**Attachment:** Agreement  
**Action Requested:** Approval of Amendment No. 1 between Washington State Department of Agriculture and Island County and its Agent Island County Noxious Weed Control Board; Term: July 1, 2015-June 30, 2017; Contract # LK1708; Amount: not to exceed $115,000.00.  
**Follow up:** Okay with full Board to move forward to a Tuesday consent agenda.
Work Session was held between the County Commissioners and the Budget Director on Wednesday, April 19, 2017, at 2:05 p.m., in the Island County Annex Building, Commissioners’ Hearing Room, B-102, Coupeville, WA. Present were:

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

Staff: Pam Dill

Staff Present: Elaine Marlow, Budget Director

Record @ 03:16:00

Subject/Description: Island County Historical Society Museum – Historical Contract
Attachment: none
Action Requested: Elaine reported that the Island County Historical Society Museum had originally requested $25,000.00 from the Lodging Tax Advisory Committee. At the October 5, 2016 meeting a majority of the Board agreed to redirect the request to the County’s Historical Preservation Fund. At the Board’s April 5, 2017 work session the Board agreed to fund the Museum $10,000.00. After further discussion a majority of the Board agreed to reconsider the original request.
Follow up: Okay with a majority of the Board to fund the $25,000.00 in full.

Subject/Description: 2018 Budget Process
Attachment: Calendars
Discussion: Elaine provided two draft schedules, one adopting on October 2nd and another adopting on December 4th.

Commissioner Johnson would like to schedule time at work session for appointed Department Heads to meet with the Board to discuss specific goals and outcomes prior to 2018 budget submittals.
Follow up: The Board tentatively agreed on a December budget adoption.

Subject/Description: CFF
Attachment: none
Action Requested: The final document for the 2016 awards is the contract with WCLT for Trillium in the amount of $14,500.00.

2017 Projects
- Barnum Point Park
- Pearson Shoreline
- Whidbey Institute
- Penn Cove Farms

Once the final report from the CAB is received presentations will be scheduled before the Board.

M & O applications will come directly to the Board (IC Parks and WCLT Walking Whidbey)
Follow up: Will bring back for further discussion at a future work session.
BOARD OF ISLAND COUNTY COMMISSIONERS

MINUTES OF MEETING 91

APRIL 19, 2017 – WORK SESSION

BOARD OF COUNTY COMMISSIONERS
ISLAND COUNTY, WASHINGTON

____________________________________
Jill Johnson, Chair

____________________________________
Helen Price Johnson, Member

____________________________________
Richard M. Hannold, Member

ATTEST:

____________________________________
Debbie Thompson, Clerk of the Board