

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING  
DECEMBER 22, 2008 – REGULAR SESSION**

The Board of Island County Commissioners convened in Regular Session at 11:00 a.m. on December 22, 2008 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 2:00 p.m. as shown on the agenda. John Dean, Chairman, Wm. L. McDowell, Member, and Helen Price Johnson, Member, were present.

**ROUNDTABLE WITH ISLAND COUNTY  
ELECTED OFFICIALS AND APPOINTED DEPARTMENT HEADS**

**Elected Officials and Appointed Department Heads Attending:**

Greg Banks – <i>Excused</i>	Jackie Henderson	Judy Feldman – <i>Excused</i>
Robert Bishop – <i>Excused</i>	Keith Higman – <i>Excused</i>	Mike Merringer – <i>Excused</i>
Mark Brown	Betty Kemp	Bill Oakes
Cathy Caryl	Larry Larson – <i>Excused</i>	Helen Price Johnson
Sheilah Crider – <i>Excused</i>	Elaine Marlow	Linda Riffe – <i>Excused</i>
John Dean	Dave Mattens	Dan Sherk - <i>Excused</i>
Sharon Franzen - <i>Excused</i>	Mac McDowell	Jeff Tate - <i>Excused</i>

**APPOINTMENT OF ROUNDTABLE CHAIR**

By unanimous motion the assembly elected Jackie Henderson and Judy Feldman as co-chairs for 2009 Roundtable meetings. A thank you to Dave Mattens, as 2008 chair, for a job well done.

**ROUNDTABLE DISCUSSION**

Assessor

- With the recent weather staff has completed a good deal of input showing in excess of 40% with physical inspections and re-evaluations. Mr. Mattens said that staff is in a good position to wrap up physical inspections by the end of February which will provide three months for land by end of May.
- Change of Value notices expected about the first of June.
- A thank you to Commissioner McDowell for all his good advice.

Budget Director

- Ms. Marlow remarked that Commissioner McDowell has done a good job of protecting the County financially.
- A presentation to Department Heads and Elected Officials about the budget forecast for 2009 is expected in January. Monthly financial reports will be explained at that time as to what they mean and what the numbers are.
- The question was presented, concerning the budget, about why the County is hiring new people at the same time employees are being laid off. Ms. Marlow suggested that Elected Officials and Department Heads help employees become educated about what other departments do and what those departments need in terms of employees as many

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING  
DECEMBER 22, 2008 – REGULAR SESSION**

departments hire individuals who have very specific educational and licensing requirements. It is important at these times to improve communication.

Central Services

Ms. Caryl said her department is trying to keep up with orders and complete installations as best as possible with limited staff. She thanked Commissioner McDowell for his support of her department.

Commissioners

- Chairman Dean thanked Commissioner McDowell for being a great mentor, much appreciation and gratitude for his 16 years of service.
- Commissioner McDowell commented that he has enjoyed working with everyone; it was a great 16 years and he has enjoyed every minute of it.
- Commissioner Price Johnson thanked everyone for the warm welcome.

General Services Administration

Ms. Kemp said her department has completed Board of Equalization with exception of some pick-ups in February.

Human Services

- Ms. Henderson thanked Commissioner McDowell for his support as well.
- About the subject of hiring at the same time as lay-offs, Ms. Henderson mentioned that her department receives very little general fund money. A large part of her funds is mandated in law or grants from the state and federal government and also the 1/10<sup>th</sup> of 1% mental health money. Human Services positions are very specialized: the substance abuse treatment programs require that people be licensed counselors; the school programs require licensed social workers or mental health professionals.
- Hope to be moved by February.

Public Works

Mr. Oakes urged caution on the roads with all the snow. He suggested that people not drive unless absolutely need to. He also urged people to not drive past “road closed” signs or barricades.

Sheriff

- Sheriff Brown commented that the weather has affected his department in terms of some fender benders. He also urged people to use a lot of caution when on the roadway.
- He asked that jail staff please be informed if employees plan to be in the annex building after hours.

*Roundtable adjourned at 11:40 a.m. The next Roundtable is scheduled for January 26, 2009 at 11:00 a.m.*

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING  
DECEMBER 22, 2008 – REGULAR SESSION**

**EXECUTIVE SESSION ANNOUNCED**

Chairman Dean announced that at 11:45 a.m. the Board will meet in Executive Session as allowed under RCW 42.30.110(1)(i) to discuss potential/pending litigation with Attorney Keith Dearborn and Deputy Prosecuting Attorney Dan Mitchell. The session will take place in the office of the Commissioners, Room # 217 in the Administration Building, and is expected to last approximately one hour.

At 12:45 p.m. Chairman Dean returned to open session to announce that the Executive Session would last another 30 minutes. No announcement was expected following Executive Session.

The Board of Island County Commissioners (including Diking Improvement District #4) met at 2:00 p.m. to consider items contained on the agenda. The meeting began with the Pledge of Allegiance.

**CONSENT AGENDA**

By unanimous motion the Board approved the Consent Agenda as follows:

**ELECTRONIC FUND TRANSFERS, PAYROLL, VOUCHERS, PAYMENT OF BILLS**

Vouchers (War) #s 302271-302642 .....	\$423,599.72
Vouchers (War) #s 302645-302649	\$ 1,656.35
Electronic Fund Transfers.....	\$ 9,705.58
Payroll dated.....	December 15, 2008

**MINUTES OF PREVIOUS MEETINGS**

Regular Sessions..... November 17, 19, and 24, 2008

**CENTRAL SERVICES**

Purchase Order No. 7666 to DATEC, Inc. for purchase of 5 Toughbook Laptops. Amount: \$21,014.10 (RM-CS-08-0173)

**COMMISSIONERS**

Resolution C-139-08 Providing Lump Sum Travel Allowance in Lieu of Actual Expenses to County Commissioners; resolution decreasing auto allowance (*Resolution on file with the Clerk of the Board*)

Resolution C-140-08 Adopting a Purchasing Policy for Departments under the Authority of the Board of County Commissioners; resolution adopts existing policy with minor changes (*Resolution on file with the Clerk of the Board*)

Resolution C-141-08 Authorizing an Interfund Loan From Current Expense Fund to Public Health Pooling Fund (*Resolution on file with the Clerk of the Board*)

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING  
DECEMBER 22, 2008 – REGULAR SESSION**

Resolution C-142-08 In the Matter of Compensation for Non-Bargaining Unit Employees (Excluding Elected Officials) for 2009; resolution preserves, if financial situation significantly improves and it is fiscally prudent to do so, the ability to authorize cost-of-living allowances in 2009 (*Resolution on file with the Clerk of the Board*)

**CONSERVATION FUTURES**

Amendment No. 1 to Maintenance and Operations Funding Agreement with South Whidbey School District #206; extends contract period until March 17, 2009 (*RM-GSA-08-0281*)

**GSA PROPERTY MANAGEMENT**

Closing Documents to the Heib Trust for Parcels R23115-410-4730 and R23115-362-4290 located on Camano Island

**EXTENSION SERVICES**

Interlocal Agreement between Island County and WA State Parks & Recreation Commission for Cornet Bay/Hoypus Point environmental assessment and restoration feasibility study funded by grant to Island County Marine Resources Committee from National Fish & Wildlife Foundation; Amount: \$150,000 (*RM-WS-08-0246*)

**HUMAN RESOURCES**

Personnel Action Authorizations

<u>Department</u>	<u>PAA #</u>	<u>Description</u>	<u>Position #</u>	<u>Action</u>	<u>Eff. Date</u>
Assessor	165/08	Appraiser Level I	108.03	Personnel Action	01/01/09

**HUMAN SERVICES**

Amendment No. 1 to Contract with Coupeville School District to increase DASA Prevention Funds for Children's Transition Initiative Program. Contract No. HS-04-07; Amendment Amount: \$8,500; Contract Amount: \$43,500 (*RM-HS-07-0112*)

**LOW INCOME HOUSING**

Reconveyance of Deed of Trust for Lot 37, Block 2 Plat of Harbor Sands, Div. 1; Habitat of Humanity home has been sold to family meeting income requirements

**PUBLIC WORKS**

County Roads

Resolution C-143-08/R-53-08 In the Matter of Approving Plans & Specifications and Authorizing Call for Bids for Expansion of the Bayview Road Shop Equipment Storage Building, PWP 08-04, Work Order No. 11 (*Resolution on file with the Clerk of the Board*)

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING  
DECEMBER 22, 2008 – REGULAR SESSION**

Retaining Wall & Slope Easement with John R. & Judith A. Opheim, Frostad Road Improvements; CRP 96-06B, Work Order No. 209; Lot 12, Block 16, Division No. 9, Plat of Dugualla Bay Heights; Sec 17, Twp 33N., R 2E (PW-0820-123)

Temporary Construction Easement with Ronald A. Warner; Frostad Road Improvements; CRP 96-06B, Work Order No. 209; Parcel 290-2080, Sec. 18, Twp 3N, R 2E. PW-0820-126

Retaining Wall & Slope Easement with Charles W. & Christine Knofczynski; Frostad Road Improvements; CRP 96-06B, Work Order No. 209; Lot 3, Block 16, Division 9, Plat of Dugualla Bay Heights; Sec. 17, Twp 33N, R 2E. (PW-0820-143)

Solid Waste

Resolution C-144-08/SW-08-08 In the Matter of Waiving Competitive Bidding for Internet Connector Cable & Service to the Coupeville Solid Waste Facility (SW-08-0267)

**REGULAR AGENDA**

Veterans Assistance Fund. Claim #V8-16 in the amount of \$601.87, Veterans Claim No. V8-17 in the amount of \$695.00, and Claim No. V8-19 in the amount of \$359.48 were approved by unanimous motion of the Board, as recommended by the Veterans Assistance Review Committee [emergency financial assistance to eligible veterans; names and specific circumstances are confidential].

Commissioners

**APPOINTMENT TO PLANNING COMMISSION REPRESENTING  
COMMISSIONER DISTRICT NO. 2**

Commissioner McDowell moved to appoint David Sherman to the Planning Commission, District 2, with a term running until January 2, 2013. Mr. Sherman is a long-time member of Oak Harbor, is on the Oak Harbor School Board, on the Child Protection Team, and he knows a fair amount about affordable housing. Commissioner McDowell would appreciate the Board allowing him to complete his authority in office, as he allowed other outgoing Board members, to fill a District 2 position on the Planning Commission which expires at the end of his tenure. At the December 17, 2008 staff session Commissioner McDowell provided a letter to Commissioners Dean and Price Johnson at which time he talked about his request and his plan to bring the item to the Monday meeting for consideration.

Following a brief discussion about the protocol for such appointments Commissioner Price Johnson seconded the motion to appoint David Sherman to the Planning Commission representing Commissioner District 2, unanimously carried.

Public Health

**CSO FAMILY PLANNING CONTRACT**

CSO Family Planning, including two Health Department positions (Public Health Nurses II), will be eliminated effective January 1, 2009 as advised by the State Department of Social and Health Services. Since the two positions were not in the original pool considered for severance or

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING  
DECEMBER 22, 2008 – REGULAR SESSION**

extension of employment until February 28, 2009, Mr. Higman would like the Board to authorize the same options extended to other impacted employees to these positions.

Commissioner McDowell indicated that Mr. Larson should talk with Mr. Braun to ascertain whether this situation should be included under the Memorandum of Agreement with 1845 as it is unconcern whether this may set precedence for future reductions in force necessitated by reductions in state grant funds.

Commissioner McDowell moved to authorize the Chairman to sign the severance documents as required by the union contract for the Family Planning positions, if necessitated by agreement, seconded by Commissioner Price Johnson, unanimously carried.

**COMMISSIONERS COMMENTS AND ANNOUNCEMENTS**

Chairman Dean again thanked Commissioner McDowell for his years of service and for everything he has done for the County and its residents.

There being no further business to come before the Board the meeting adjourned at 2:16 p.m. The Board will meet next in Regular Session on January 5, 2009 beginning at 10:00 a.m.

BOARD OF COUNTY COMMISSIONERS  
ISLAND COUNTY, WASHINGTON

\_\_\_\_\_  
John Dean, Chairman

*[Wm. L. McDowell, Member: Absent when signed]*

\_\_\_\_\_  
Helen Price Johnson, Member

ATTEST:

\_\_\_\_\_  
Elaine Marlow, Clerk of the Board