

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING
APRIL 5, 2010 – REGULAR SESSION**

The Board of Island County Commissioners (including Diking Improvement District #4) met in Regular Session on April 5, 2010 beginning at 10:00 a.m. in the Board of County Commissioners Hearing Room (Room # 102B), Annex Building, 1 N.E. 6th Street, Coupeville, Washington. Helen Price Johnson, Chair, Angie Homola, Member, and John Dean, Member were present. The meeting began with the Pledge of Allegiance.

PUBLIC INPUT OR COMMENTS

None

CONSENT AGENDA (Record Part 1 @ :48)

[Documents on file with the Clerk of the Board]

BY UNANIMOUS MOTION (3-0) the Board approved the following items presented on the Consent Agenda with the exception of *Vouchers 7400170 and 7400161* (considered following Commissioners Comments and Announcements):

Pre-audited bills & vouchers for payment: Voucher #s 332000–332399 - \$831,811.88

EFTs (electronic funds transfers): \$6,654.96

Minutes from previous meeting(s):

Work Sessions: 1/6, 1/13, 1/20, 2/3, 2/10, and 2/17/10

Regular Session: 3/22/10

Special/Regular Session: 12/28/09

Payroll dated March 31, 2010

Correspondence

Letter to US Department of Agriculture, 2010 FMPP Grant Program, in support of the Northwest Agriculture Business Center's 2010 Farmer's Market Promotion Program grant application

Human Resources

Personnel Action Authorizations as described in Memorandum from HR Director

<u>Department</u>	<u>PAA #</u>	<u>Description</u>	<u>Position #</u>	<u>Action</u>	<u>Eff. Date</u>
Superior Court	030/10	Commission/Judge Pro Tem On Call	2006.08	New Position	04/05/10

- Resolution C-27-10 Adopting the Revised Island County Policy on Outside Employment
- Resolution C-28-10 Adopting the Revised Island County Policy on Employee Travel Expense
- Resolution C-29-10 Adopting the Revised Island County Policy on Ethics and Conflict of Interest

Human Services

- Contract Amendment No. 1 with Housing Authority of Island County, Contract No. HS-09-08(1) Amendment No. 1 decreases the funding amount by \$138,084 (RM-HS-10-0063)

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING
APRIL 5, 2010 – REGULAR SESSION**

- Contract with Jude Janis, MA, LMHC to provide short term mental health counseling services, Contract No. HS-02-10, Amount: \$5,000 (RM-HS-10-0079)
- Contract with Arely Jimenez, MS, LMFT, to provide short term mental health counseling services, Contract No. HS-03-10, Amount: \$5,000 (RM-HS-10-0084)
- Contract with Robert S. Miller, LICSW, to provide short term mental health counseling services, Contract No. HS-06-10, Amount: \$5,000 (RM-HS-10-0086)
- Contract with Karen Miller, MA, LICSW, to provide short term mental health counseling services, Contract No. HS-07-10, Amount: \$5,000 (RM-HS-10-0087)
- Contract with Debby Elwell, LMFT, to provide short term mental health counseling services, Contract No. HS-08-10, Amount: \$5,000 (RM-HS-10-0088)

Public Health

Contract Collection Agreement with Whidbey Island Bank for On-Site Repair Financial Assistance Program (Varney)

Public Works- County Roads

Resolution C-30-10/R-08-10 In the Matter of Approving Plans & Specifications and Authorizing Call for Bids for 2010 Guardrail Projects, Whidbey & Camano Islands, CRP 10-01, WO 455.

Liquor License(s)

New Application for Liquor License No. 085937-3C by Suzan A. Jonas and Wendall S. Jonas, d/b/a Suzie's Catering, 848 N. Sunrise Blvd., Ste. C, Camano Island, WA 98282-8770

REGULAR AGENDA (Record Part 1 @ 9:54)

[Documents on file with the Clerk of the Board]

Assessor & Treasurer

Master License and Services Agreement including Purchase Orders 1 & 2 with True Automation, Inc. for computer software installation, training, maintenance and support to replace property assessment and taxation systems used by the Assessor's and Treasurer's offices. Amount: \$799,165.00 (RM-AS-09-0401)

Mr. Mattens spoke about the joint effort and process leading up to the request for approval of a contract with True Automation for a fully integrated property tax and assessment system. The software will: 1) improve efficiency and effectiveness of County offices; 2) improve better service to taxpayers, taxing districts, state and local agencies; and, 3) reduce the cost of providing services. All available data may be accessed on-line and the software will produce completed records for hearings, state agencies, and levy calculations almost immediately rather than requiring weeks or months to compile. Many counties in the state have already successfully transitioned to True Automation and Mr. Mattens is confident that the conversion will prove to be worthwhile.

At the request of the Board Mr. Mattens characterized the existing system and elaborated on the negative Department of Revenue and state audits that have occurred in the past with the current structure. It was recommended that Island County take steps to improve its technology.

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING
APRIL 5, 2010 – REGULAR SESSION**

Ana Maria d. Nunez, Chief Deputy Treasurer, spoke to the benefits of the new system and what it will do for the Treasurer's office. It is expected that the software will provide staff the opportunity to work more efficiently and more effectively in the office, thereby enabling staff to work more efficiently and effectively for Island County citizens.

To explain the urgency for Board approval Ms. Nunez said that in 2006 the Department of Revenue proposed a transfer of Real Estate Excise Tax Affidavits (REET) electronically. Understanding that the request is a great cost to most counties a technology reimbursement grant was established and made available until July 1, 2010. The availability of the grant will afford counties up to \$100,000 reimbursement for expenses made toward obtaining an electronic REET system. The True Automation contract will provide a REET module. Staff will have the ability to scan documents, citizens may view those on-line, and the Department of Revenue will have prompt access. The grant will afford the County an opportunity to recover 80% of the cost.

With respect to annual maintenance fees, Ms. Nunez offered that since 2006 the County has collected for every Real Estate Excise Tax transaction a \$5.00 REET technology fee. Those fees are submitted to the Department of Revenue at the end of every month. The County is then afforded about the 20th of each month a return of a portion of the fees. Those returns have been deposited into a fund specifically earmarked for the REET technology. The funds are to be used for the purchase (remaining 20%) of the system and ongoing maintenance and improvement of the REET technology module.

Comments followed in support of the proposed system from Bill Strowbridge, Gary Bur on behalf of Olson Engineering, Inc., and Jason Easton, Government Affairs Director, Whidbey Island Association of Realtors, joined by Christina Parker and Todd Bitts. Former Assessor Tom Baenen also commented saying that 15 years ago when he was elected the Assessor's staff was exactly what it is today. The Assessor's personnel never waived in the recognition of a need for technology, realizing that the only way Island County could keep abreast of what was occurring (rapid growth and needs not being addressed) was to automate. Mr. Baenen pointed out that it has been a long time to arrive at a place where an enterprise system is being signed for and implemented.

IT WAS MOVED BY DEAN, SECONDED BY HOMOLA, to APPROVE the Master License and Services Agreement with True Automation including Purchase Orders 1 & 2 in the amount of \$799,165.

Ms. Marlow provided clarification about the funding. She believes, after reviewing the contracts and scope of the project, that the cost of replacing both systems plus the first year of ongoing maintenance will be closer to \$700,000. To fund the project:

- Included in the 2010 budget is money for maintenance of \$100,000;
- The current Board and prior Boards have capped a designated fund balance for replacement of computer systems at \$400,000, with a shifting of \$100,000 from the replacement of the financial systems; and
- Also available is \$80,000 in the grant from the Washington State Department of Revenue for automating the Real Estate Excise Tax Affidavits with approximately \$20,000 from the Real Estate Excise Tax Affidavits technology surcharge.

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING
APRIL 5, 2010 – REGULAR SESSION**

Following Board comments,

MOTION CARRIED: 3-0

Human Resources

Personnel Action Authorization 031/10 Request to fill vacant position in Planning & Community Development Department

Ms. Marlow and Mr. Pederson explained that the PAA request is to fill Mr. Sweeza's position since he was recently promoted into another. Available is a pool of applicants to consider for the vacancy so following posting of the position for five days, the proposed new hire date is April 12. With the new hire the department will be at the full compliment of 2010 budgeted positions.

Following comment from Commissioner Homola,

IT WAS MOVED BY DEAN, SECONDED BY HOMOLA, to APPROVE Personnel Action Authorization 031/10. MOTION CARRIED 3-0

Public Works – County Roads

Frostad Road Improvement Project CRP 96-06A, WO 209

Mr. Oakes indicated that the following Easements and Quitclaim Deed are all related and represent the last private acquisition for the project. He recommended approval of each.

- Permanent Easement –Frank and Kathleen Phillipsborn; Lot 12, Assessor's Plat of Frostad Road; Sec. 18, Twp 33N, R 2E. (RM-PW-09-0146) (PW-0920-60)
- Temporary Construction Easement –Frank and Kathleen Phillipsborn; Lot 12; Assessor's Plat of Frostad Road; Sec. 18, Twp 33N, R 2E. (RM-PW-09-0147) (PW-0920-61)
- Temporary Construction Easement - Frank and Kathleen Phillipsborn; Lot 12; Assessor's Plat of Frostad Road; Sec. 18, Twp 33N, R 2E. (RM-PW-09-0148) (PW-0920-62)
- Temporary Construction Easement - Frank and Kathleen Phillipsborn; Lot 12; Assessor's Plat of Frostad Road (formerly Parcel 329-2390); Sec. 18, Twp 33N, R 2E. (RM-PW-09-0510) (PW-0920-168)
- Quit Claim Deed –Frank and Kathleen Phillipsborn; \$65,000.00 (\$4,000.00/land, \$1,000.00/permanent maintenance easement, \$21,000.00/improvements, \$39,000.00/administrative settlement); Lot 12; Assessor's Plat of Frostad Road (formerly Parcel 329-2390); Sec. 18, Twp 33N, R 2E. (RM-PW-09-0145) (PW-0920-56)

IT WAS MOVED BY DEAN, SECONDED BY HOMOLA, to APPROVE the Permanent Easement, three Temporary Construction Easements, and Quitclaim Deed as presented. MOTION CARRIED: 3-0

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING
APRIL 5, 2010 – REGULAR SESSION**

Consider Appointments and/or Re-appointments to Boards and Committees

Resignation of Terry Benham from the Camano Island Mosquito Control District

IT WAS MOVED BY DEAN, SECONDED BY HOMOLA, to APPROVE the resignation of Terry Benham. MOTION CARRIED: 3-0

Award of Official County Legal Newspaper

Award Bid for Official County Legal Newspaper as required under RCW 36.72.075

Ms. Crider spoke to the two bids submitted by the Whidbey News-Times and Whidbey Examiner in response to her request for bid proposals.

Following questions from the Board and comment,

IT WAS MOVED BY DEAN, SECONDED BY PRICE JOHNSON to AWARD the bid for the Official County Legal Newspaper to the Whidbey News Times because that newspaper is a bi-weekly publication. MOTION CARRIED: 2-0 (*Commissioner Homola abstained for lack of information relative to advertising needs and her desire to help struggling departments with any realized savings*)

Chair Price Johnson commented that it would be helpful for the Board to look at its processes this year in terms of advertising needs so next year when awarding the bid, more information is available.

PUBLIC HEARINGS (Record Part 1 @ 1:22:27)
[Documents on file with the Clerk of the Board]

Public Works – County Roads
Franchise 226(1)R

At 11:28 a.m. Chair Price Johnson opened the public hearing.

Mr. Oakes presented Franchise 226(1)R as a request for renewal of an existing franchise for a storm water facility in the County right-of-way known as Hinman Road, Clinton View Estates Community Club in the Plat of Clinton View Estates, Division No. 1, Sec. 24, Twp 29N, R 3E. Staff recommended approval because without it there would be no contractual relationship with the operator of the system.

The Chair opened the floor to public comment and there being none, public comment was closed.

IT WAS MOVED BY HOMOLA, SECONDED BY DEAN, to APPROVE Franchise 226(1)R (RM-PW-09-0522) (PW-0920-172). MOTION CARRIED: 3-0

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING
APRIL 5, 2010 – REGULAR SESSION**

Public Works – County Roads

Franchise #381

At 11:32 a.m. Chair Price Johnson opened the public hearing.

Franchise #381, according to Mr. Oakes, is a request for transfer and renewal of an existing franchise for a water distribution system in County rights-of-way known as Park Drive and Sunnyside Drive from Art Cook to Park Drive Water Association in the Plat of Sunnyside Acres, Sec. 10, Twp 30N, R 3E. Staff recommended approval.

Chair Price Johnson opened the floor to public comment and there being none, public comment was closed.

Following questions from Commissioner Homola,

IT WAS MOVED BY HOMOLA, SECONDED BY DEAN, to APPROVE Franchise #381 (RM-PW-09-0389) (PW-0920-150). MOTION CARRIED: 3-0

Public Works – County Roads

Franchise #385

At 11:34 a.m. the Chair opened the floor to public comment.

Mr. Oakes explained that Franchise #385 is a request for transfer of an existing franchise for a sewer collection system in County rights-of-way known as Nautical Way, Holmes View Drive and East Harbor Road from Steve George to Matthew Thomlison & Dana Hurley in the Plat of Saratoga Beach, Division No. 3/5, Secs. 14/23, Twp 30N, R 2E. Staff recommended approval.

The Chair opened the floor to public comment and there being none, public comment was closed.

IT WAS MOVED BY DEAN, SECONDED BY HOMOLA, to APPROVE Franchise #385 (RM-PW-09-0523) (PW-0920-173). MOTION CARRIED: 3-0

Appointment – Interview Applicants for Diking District 3 Commissioner

(Record Part 1 @ 1:30:15)

Commissioner Dean reviewed with the Board the format for the interviews. The candidates would be questioned one at a time while the remaining candidate waited outside, and each would be asked similar questions. The Board would then recess to Executive Session to discuss the qualifications of the candidates, returning to open public session for a vote or decision to postpone the vote to another date.

Applicants: Ronald Christensen and David Burbank

At this point it was realized that Mr. Christensen was not in attendance. The Board interviewed Mr. Burbank but postponed its decision until Mr. Christensen could be contacted and interviewed. Mr. Burbank would be notified of a decision date.

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING
APRIL 5, 2010 – REGULAR SESSION**

Bob Lang, a former Diking District Commissioner, spoke about internal problems within the Diking District Board and commented in support of Mr. Burbank. Rebecca Spraitzer, who resides in Diking District 3, remarked positively about the business conducted by the District Board and commented about the applicants for appointment.

COMMISSIONERS COMMENTS AND ANNOUNCEMENTS (Record Part 1 @ 1:47:30)

Commissioner Dean

- Update – Coastal Caucus teleconference; specifically, the FEMA model flood ordinance and comment deadline of April 8. Mr. Pederson spoke about the proposed model, its impacts, and implementation. He does not believe there is a need to issue any comment at this time on the model code; but rather, there will be enough time to make informed decisions as to precisely how the County wishes to implement the code or revise existing regulations.
- Forum Foundation – Ms. Marlow will include the issue in budget discussions for 2011

Chair Price Johnson

- A request to staff to review existing County regulations in order to address adult entertainment in unincorporated Island County

Commissioner Homola

- Mention of those who lost their lives and who were injured in the accident at Tesoro. The Commissioner expressed her heartfelt condolences.
- Financial assistance for Historical Society and PBY memorial. She is dedicated to working on the guidelines on how to utilize historic funding monies but does not want to wait until the guidelines are completed before making the appropriation of funds. She encouraged the Board to schedule the issue as an agenda item for discussion without delay.
- Met with Jill Johnson, Oak Harbor Chamber, who expressed concerns about 2% monies. The Commissioner will bring the issue to the next Work Session.

Vouchers (Record Part 1 @ 2:15:09)

Voucher # 7400170/Voucher # 7400161

Watkins Trucking and Excavation Company

Following Mr. Higman's explanation,

IT WAS MOVED BY DEAN, SECONDED BY HOMOLA, to APPROVE Voucher #7400170 and Voucher #7400161. MOTION CARRIED: 3-0

EXECUTIVE SESSION ANNOUNCED

At 12:24 p.m. the Board recessed, reconvening at 12:45 p.m. in Commissioners Room #216, County Administration Building, Coupeville to meet in Executive Session as allowed under RCW 42.30.110(1)(g) to review the performance of a public employee. The Executive Session was anticipated to last approximately 20 minutes with no announcement afterwards in open public session.

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING
APRIL 5, 2010 – REGULAR SESSION**

The Board reconvened at 12:45 p.m. and immediately met in Executive Session. Following Executive Session the Board recessed, reconvening at 2:30 p.m. to meet with Parks staff and consultants MIG, Inc. to discuss the Parks and Habitat Conservation Plan.

MEETING WITH PARKS PLAN CONSULTANTS (MIG, INC.) (Record Part 2)

In Attendance:

Lauren Schmidt, MIG, Landscape Architect and Planner
Cindy Mendoza, MIG, Project Manager, Geographer and Planner
Bill Oakes, Public Works Director
Steve Marx, Parks Assistant Public Works Director/Parks
Joantha Guthrie, Public Works Project Manager
Cheryl Lowe- Whidbey Camano Land Trust

Following dialogue concerning an overview of the planning process, strengths of Island County's approach to parks and habitat conservation, key issues, strategies with limited funding, stakeholder selection and next steps, the Commissioners expressed their respective priorities and vision for County parks and habitat conservation in 2017:

Commissioner Dean

- Solving over-population of boat ramps, preserve existing assets
- Accessibility and identification of DNR lands
- Expanded trails
- Parks properties for boat access between Whidbey and Camano
- Future of hunting in Island County

Commissioner Homola

- Identify and categorize all properties
- Overall planning of watershed and wildlife corridors and estuaries
- Funding source or program for continued long-term maintenance of properties
- Establish a parks system with designated areas for people as well as preserved areas for wildlife without people

Chair Price Johnson

- Maintain plentiful beach access
- Good stewards of forest land
- Well positioned to adjust to changing needs of the community
- Fair property
- Freeland property (in partnership with the Port District and Holmes Harbor Community Club)
- Non-motorized trails

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING
APRIL 5, 2010 – REGULAR SESSION**

There being no further business to come before the Board the meeting adjourned at 4:38 p.m.
The Board will meet next in Regular Session on April 12, 2010 beginning at 10:00 a.m.

BOARD OF COUNTY COMMISSIONERS
ISLAND COUNTY, WASHINGTON

Helen Price Johnson, Chair

Angie Homola, Member

John Dean, Member

ATTEST:

Elaine Marlow, Clerk of the Board