Board of County Commissioners
Island County, Washington
Mike Shelton, Chairman
Wm. L. McDowell, Member
William F. Thorn, Member
Attest: Elaine Marlow, Clerk of the Board

ALCOHOL & SUBSTANCE ABUSE TREATMENT & PREVENTION-DSHS-DASA CONTRACT #7526-2

The Board, on unanimous motion, approved Alcohol & Substance Abuse Treatment & [RM-HLTH-99-0021] Prevention-DSHS-DASA Contract #7526-2, the amended amount $781, for a new contract total of $1,139,558.00, revising the 2002 supplemental budget changes and the Year 3 State Incentive Grant.

AWARD OF BID FOR FOUR NEW 2002 BID AWARD – 4 NEW 2002 FORD NEW HOLLAND TN75D WITH 4 NEW MID-MOUNT HEAVY DUTY MOWERS

On recommendation of Bill Oakes, Public Works Director, the Board by unanimous motion awarded bid to Coastline Tractor, the lowest responsible bidder meeting specifications, to purchase 4 new 2002 Ford New Holland TN75D Tractors with 4 new mid-mount heavy duty mowers [shoulder mowers] at $46,015.99 per unit, for a total cost of $184,0623.35 including tax, and Chairman authorized to sign the Purchase Order for same.

AWARD OF BID FOR EAST CAMANO DRIVE/CROSS ISLAND ROAD/ ARROWHEAD ROAD INTERSECTION IMPROVEMENTS

As recommended by the Public Works Engineer, the Board awarded bid for East Camano Drive/Cross Island Road/Arrowhead Road Intersection Improvements under CRP 99-07 to GG Excavation, Inc., the low bidder, in the amount of $749,085.70.

RESOLUTION #C-49-02/R-21-02 - AMENDMENT TO CRP 99-07 – EAST CAMANO DRIVE/CROSS ISLAND ROAD/ARROWHEAD ROAD INTERSECTION IMPROVEMENTS: PHASE II INTERSECTION REALIGNMENT

As presented and recommended for approval by the Public Works Director, the Board by unanimous motion approved Resolution #C-49-02/R-21-02 amending CRP 99-07 East Camano Drive/Cross Island Road/Arrowhead Road Intersection improvements; Phase II intersection realignment, for total appropriation of $1,710,000 both phases. Due to increased improvement costs, additional funding was sought. Two regional STP funding grants totaling $440,000 and a Traffic safety Near School totaling $150,000 were obtained. Additionally, Stanwood School District is paying its proportionate share to the project as part of a development mitigation requirement. *[Road Resolution #R-21-02 on file with the Clerk of the Board and County Engineer.]*

AWARD OF BID FOR RECYCLE SERVICES CENTRAL AND NORTH WHIDBEY: ISLAND RECYCLING

Bid summary and recommendation for bid award recycling services for North and Central Whidbey was provided under memorandum May 23, 2002 from Dave Bonvouloir, Solid Waste Manager. Mr. Oakes confirmed recommendation to award bid for recycle services for Central and North Whidbey to Island Recycling at $50.00 per ton.

By unanimous motion the Board approved bid award to Island Recycling at $50.00 per ton as recommended.

RECYCLE SERVICES CONTRACT – CENTRAL AND NORTH WHIDBEY RECYCLING PROGRAM FOR SIGNATURE

Following bid award, the Board by unanimous motion approved and signed a contract for Recycle Services Contract for Central and North Whidbey with Island Recycling at $50.00/Ton.

EXECUTIVE SESSION

At 10:30 a.m. the Board met in Executive Session for the purpose of discussing with legal counsel potential/pending litigation as allowed under RCW 42.30.110(1)(i). The session lasted approximately 15 minutes and no announcement was made on conclusion.

BUDGET WORKSHOP

Budget workshop began at 1:30 p.m. to review and discuss how the budget shortfall for 2003 could be addressed within the Commissioners/LEOFF/E-911 Fund/Public Facilities Fund, and Civil Service Commission budgets; along with a general overview of the miscellaneous budget and revenue projections. The workshop was preliminary only and no decisions made. The Budget Director, and several Elected Officials, Appointed Department Heads and staff attended. Copies of hand-outs are on file.

1:30 County Commissioners/LEOFF Board/E-911 Fund/Public Facilities

Presentation by: Mike Shelton, Chairman
Staff:: Ellen Meyer; Joyce Kasperson
Hand-out: Board of Commissioners Budget Reduction Presentation
Directory – Island County Committees
Commissioners Committee Assignments

COUNTY COMMISSIONERS

Statutes reviewed. Also noted, Island County Commissioners are members of the Island County Board of Health and are the Commissioners of Diking Improvement District 4.

Reviewed the list of duties and responsibilities of the County Commissioners, including legislative authority and executive authority. Individual Commissioners serve on a variety of committees, boards or councils, either Board-appointed by motion, resolution or ordinance, or mandate [*list approved at the beginning of each year*]. Commissioners appoint members to some 40+ boards, commissions, committees. Committee booklet maintained/published each year. The Chairman is mandated to serve on a number of various committees. Minutes are kept of all regular and special meetings, except executive sessions, promptly recorded and open to public inspection.

Staff - Whidbey and Camano Offices – 2002
3 – Whidbey FT E
1 Adm. Asst.
1 Ex. Secy.
1 Adm. Secy.

5 people on Camano but equals 3 FTE + relief:
1 FTE Adm. Asst.
1 FTE Licensing Clerk
1 24 hr/wk - Licensing [job share]
1 16 hr./wk – Licensing [job share]
1 10 hr. work wk. [lunch relief]

Camano Annex serves as a "mini courthouse". Camano staff are cross-trained and perform the duties of six or more county departments [Commissioners, Assessor, Health, Planning, Public works, Treasurer]. The hand-out provided a brief job description, breakdown of revenues received and approximate staff required to complete the tasks.

Budget Reduction Already Accomplished in 2002: $11,270.00
Adopted 2002 Budget: $597,014 11% reduction = $65,672
A number of different scenarios and possible reductions to the Commissioners budget were developed and reviewed. Option #1, including Whidbey and Camano offices, was developed reading from the bottom up, shows how the 11% will be achieved. The full 11% reduction would include all staff at 10% cut which equates to a 36-hour work week.

A. Whidbey & Camano Office Cuts *(proposed order of reduction by percent in the event the reduction can be less than 11%)*		Total Reduction	% Reduction
*5% all Staff	$13,429	$ 13,429	2.3
5% Personnel Consultant	1,175	4,604	2.5
BOCC SWB/Car/Travel	14,700	29,304	4.9
*5% all Staff	13,429	42,733	7.2
5% Personnel Consultant	1,175	43,908	7.4
BOCC SWB/Car/Travel/Cell	8,050	51,958	8.7
M&O	2,200	54,158	9.1
Commissioners Contingency	11,514	$ 65,672	11.0

*Staff cuts for the full 10% = 36 hour work week