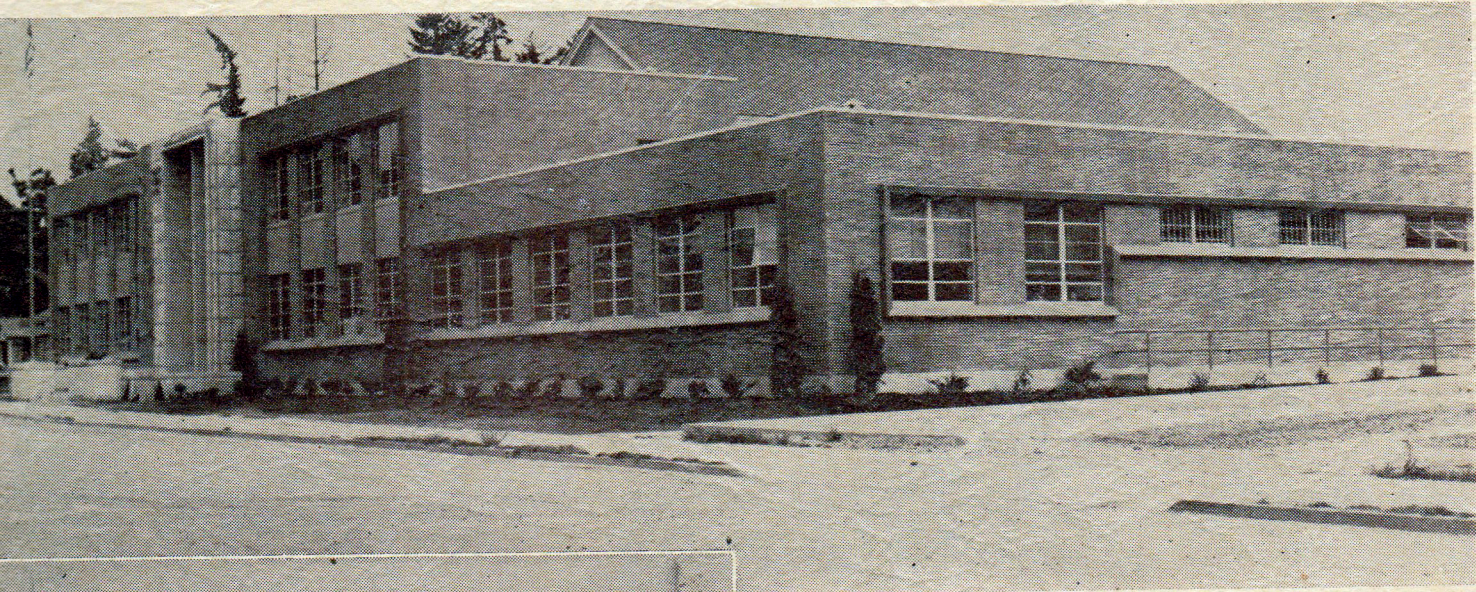


Souvenir Program



WORLD WAR II
MEMORIAL ADDITION
1947 * 1948

THE BOARD OF COUNTY COMMISSIONERS

W. J. NELSON

E. M. SWAN

E. L. PRUITT

A. W. HODGE

G. L. KLINEFELTER

B. H. BRANCH * ARCHITECT

DEDICATION

WORLD WAR II
MEMORIAL ADDITION

MAY 30, 1949

KITSAP COUNTY
ADMINISTRATION BUILDING

THE BOARD OF COUNTY COMMISSIONERS



Pictured at one of their regular Monday meetings in their new quarters just off the main lobby of the new Kitsap County Administration Building is the legislative branch of the county government—the Board of County Commissioners. In the center is Ed Swan of Poulsbo, chairman of the board; on the left is A. W. Hodge of Port Orchard, and on the right is Charles Klinefelter of Bremerton. Serving as clerk of the board is Harold Baker, an employee of County Auditor Edgar D. Smith, who is by law the clerk of the board of commissioners.

DEDICATION

THE new Kitsap County Administration Building is officially presented to the citizens of the county with the desire that it will strengthen the functions of local self-government. In planning and executing the construction of this new structure, those who have been in places of responsibility have made every effort to produce a building of which each resident can be proud.

THE main entrance lobby has been utilized as a fitting place in which to inscribe the names of those brave men and women who gave their lives during World War II. The bronze tablets which carry the names of the county's war dead will remain as long as the functions of government are carried on . . . symbolizing the principle for which they died—the right of free men to govern themselves.

MEMORIAL DAY DEDICATION SERVICES

MAY 30, 1949

at

County Administration Building in Port Orchard, Wash.

Time: 1:00 P.M.

Master of Ceremonies

THOMAS BANKS—Spanish War Veterans

Welcoming Address

by

EDWARD SWAN, Chairman

Board of County Commissioners

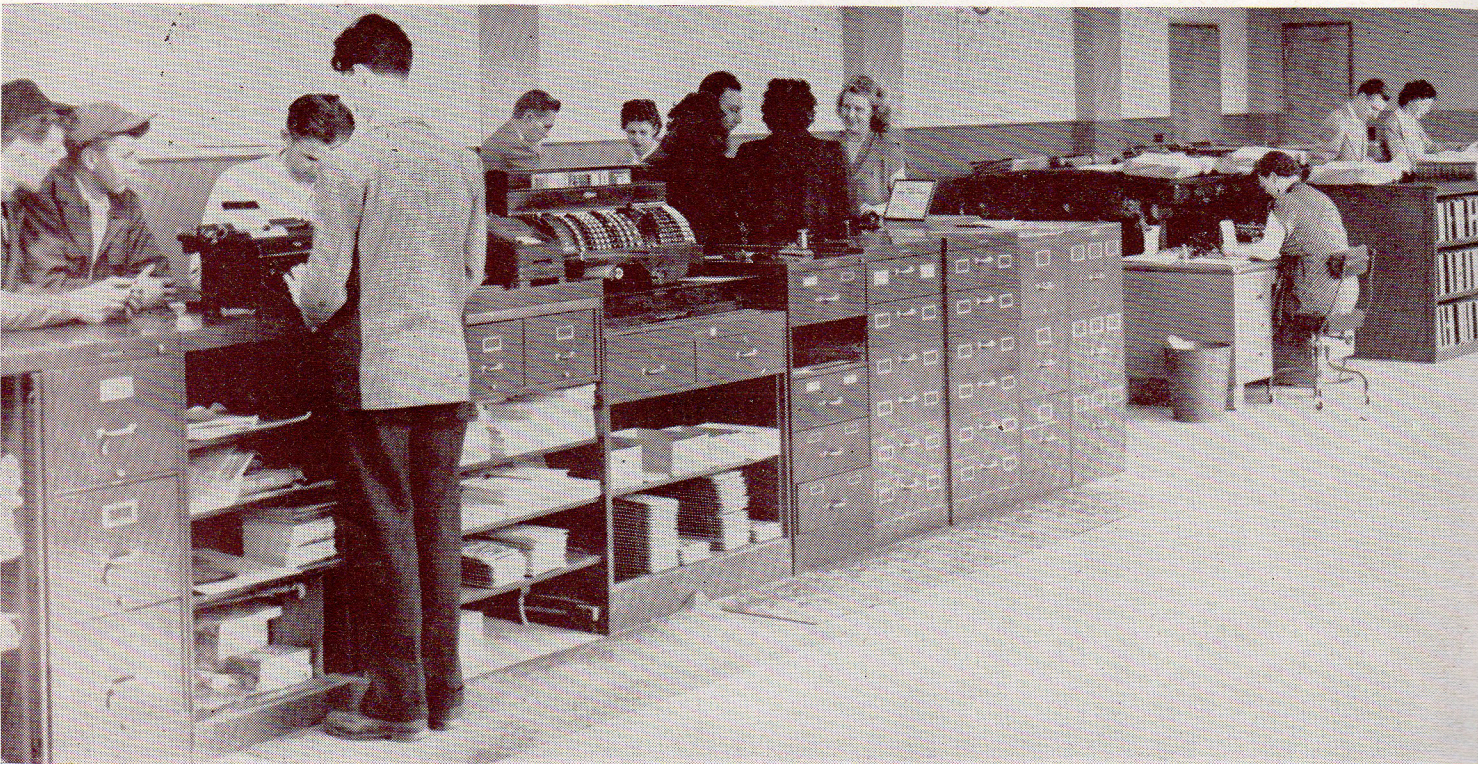
INTRODUCTION OF GUESTS

RAISING OF FLAG.....	NATIONAL ANTHEM
SOUTH KITSAP HIGH SCHOOL BAND.....	OPENING MARCHES
ALLEN J. BROWN.....	INVOCATION
Department Chaplain, American Legion	
THE HON. HOMER R. JONES.....	DEDICATION ADDRESS
HIGH SCHOOL BAND.....	MARCH
ROBERT A. YOTHERS, Commander...DEDICATION OF MEMORIAL PLAQUE	
Department of Washington, Veterans of Foreign Wars	
SOUTH KITSAP HIGH SCHOOL BAND.....	HYMN
ALLEN J. BROWN, Chaplain.....	BENEDICTION
MARINE DETACHMENT FIRING SQUAD.....	SALUTE
BUGLERS.....	TAPS AND ECHO

CEREMONY CLOSED

OPEN HOUSE FOR PUBLIC INSPECTION OF BUILDING AND
MEMORIAL PLAQUE

Tucked away in a corner room adjoining the main auditor's office is the bookkeeping department, manned by Margaret Smith and George Broughton. This pair is responsible for disbursement of all county money, audits books of all county departments and checks the budgets of all water, fire and sewer districts in the county. Business of second class school districts within Kitsap County is conducted by this office as well as bookkeeping for road districts, health department and other departments. Very happy in their "new home," these employees formerly worked in an office one-third the size of the present quarters and were crowded even more by files which are now stored in vaults on the main floor and in the basement.



One of the focal points of the Kitsap County Administration Building is the auditor's office, which is now located in a spacious, well-lighted suite on the ground floor to the right of the main entrance. Pictured above on a regular work day are Harold Fitzwater, who is waiting on customers seeking automobile ownership transfers; Florence Muller (extreme left) checks some details with Ed Collins while Grayce Haaland records the application for a marriage license

being asked by Leon Wesley Woodrow Long of Burley and Lora Lee Moore of Seattle. Witness is Mrs. Edna S. Lake of Port Orchard. Margaret McPherson is seated at her desk and standing in the background are Bob Smith and Signe Orseth. Ed Smith, county auditor, was out of town the day this picture was taken. His office is located to the left of the above picture and offices of the bookkeeping department are on the right of the hallway seen in the background.

THE AUDITOR'S OFFICE

The County Auditor occupies the key position in the county government set-up of Washington. His duties are four-fold, serving as auditor, clerk, recorder and fiscal officer.

Kitsap County Auditor Edgar Smith and his staff were the first to occupy quarters in the newly-built portion of the Kitsap County Administration Building. They moved in August 20, 1948, to the West wing of the building where they occupy a large section, including the vaults and storage space afforded them.

As county auditor, Smith must serve as ex-officio clerk of the board of county commissioners. He serves as an executive officer of the commissioners and performs many of the duties for which they are legally responsible.

The duties of the auditor as fiscal officer are more far-reaching than those of any sphere of his activities. Because of them he keeps up with the transactions of every county department. He must insure adherence to the departmental budgets, since any warrants which he might issue in excess of the amounts budgeted for the various funds are legally chargeable against his own personal bond. In meeting the requirements that he keep a record of all receipts and disbursements of the various departments, the auditor serves to check the accuracy of the bookkeeping of the various other departments. This may seem like unnecessary duplication of record keeping but actually it is designed to protect the county against misuse of funds.

Within the auditor's office are the bureaus of marriage and vehicle licenses. Elections, too, are handled by the auditor and his staff. A sample of the duties involved in a general election shows that the office must issue the statute to call the election; must handle all filings of candidates; make up the ballots; order supplies and get registration books in shape; send all supplies and books to precincts. The office also appoints precinct workers (recommended by precinct committeemen) and arranges for polling places. They make an unofficial record of returns prior to the official record they make 10 days after election.

All of the details of the new Kitsap County Administration Building were handled through the auditor's office. Their records show the expenditures involved for the new annexation and remodeling.

A vault on the main floor of the office contains the many official record books, minutes of county commissioners and deeds and mortgages which are referred to and in the basement a large room is used as an additional vault and storage space for records of the auditor as well as other offices. A photostat machine, used principally by the auditor and clerk's offices is also located in the basement.

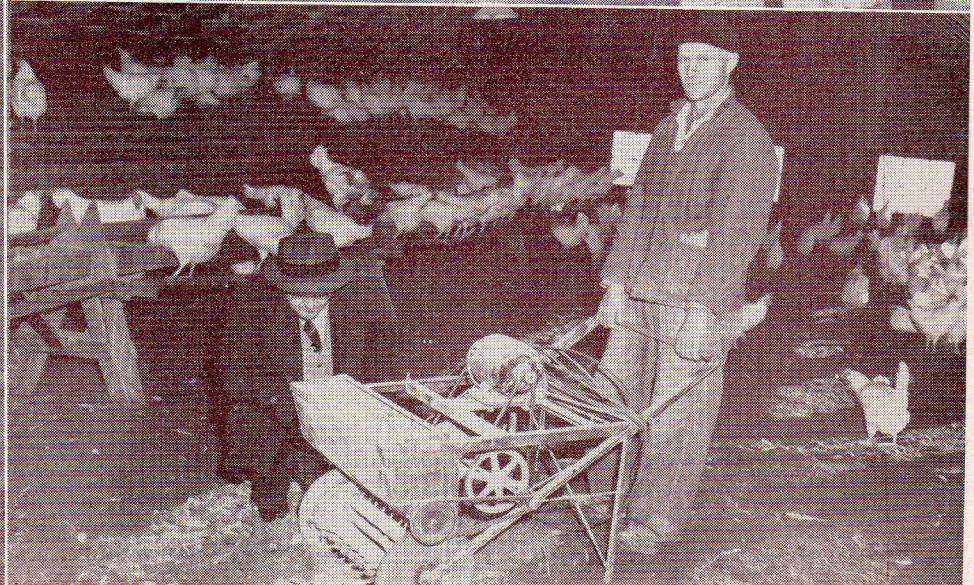
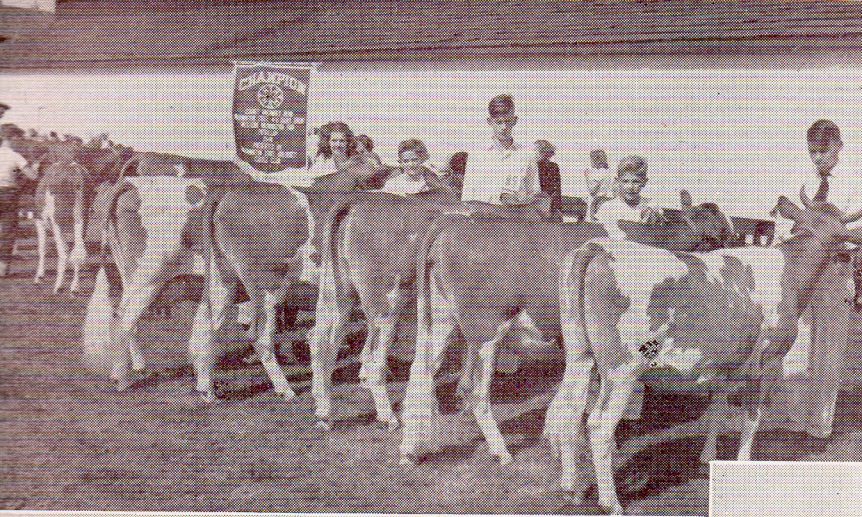
According to the minutes of the first County Commissioners' meeting held in Port Madison March 3, 1857 (when Kitsap was still Slaughter County), the office of auditor was held by D. Waterman. His resignation was submitted and accepted on that day and Charles H. Greenman was elected to fill the position.

Edgar Smith was first elected auditor in November, 1934, and has served that office continuously except for a four-year interim which he spent in active war service, from June, 1942, to March, 1946.



Helen Kearney, courthouse receptionist and switchboard operator, is comfortably situated in strategically located quarters just inside the main entrance to Kitsap County's Administration Building. Mrs. Kearney takes all incoming calls, does mimeographing for the various county offices and serves as information clerk to both fellow employees and courthouse visitors.





THE COUNTY AGENT

May 1 of this year marked 32 years of agricultural extension service in Kitsap County. This service is sponsored cooperatively by Kitsap County, the State College of Washington and the United States Department of Agriculture and work has been continuous in this county since it was first introduced in 1917, except for three periods totaling nine months.

Claude B. Sprague was employed as first county extension agent May 1, 1917, just three years after the program was set up by Congress under the Smith-Lever act. Mr. Sprague left March 1, 1919, and was replaced by Robert Cowan who served from July 1, 1919, to November 10, 1920. December 1 of that year G. N. Worden assumed duties and served for 15 years. For four months there was no agent, but May 1, 1936, Walter J. Clarkston took over to serve until October 31, 1942, when the present agent, Dino R. Sivo, was added to the staff.

Miss Elizabeth Porter was first assistant extension agent in home economics from July 1, 1939, to January, 1942, when Miss Genevieve Thornton took over, leaving in March, 1945. Mrs. Marie Lochry held the job from September, 1945, to May 30, 1948, and Miss Marcelene Wiley arrived in Kitsap County last August to become associate extension agent in home economics.

Bert F. Badham was the first assistant agent employed principally to work in the 4-H program from January, 1946, through August, 1947, when Harold Poor took over. Leonard Otto, the newest addition to the county has worked with horticulture growers since May 1, 1949.

The 4-H club work for boys and girls is one of the most broad and extensive programs carried on by the extension service to develop farm youth socially, spiritually, mentally and physically as well as to teach them better ways to sew, cook, raise livestock and gardens. It is a program to train boys and girls to use their heads, their hearts, their hands and their health for their homes, communities and country—this being stated in the club pledge. Community and county-wide 4-H club activities include tours, rallies, picnics, fairs, demonstrations, summer camps and an annual Achievement Day.

Most phases of the agricultural projects in Kitsap County can be traced to the development and cooperative assistance provided by the Agricultural Extension Service. One of the most recent developments which has received considerable time and effort has been the Dairy Herd Improvement Association testing program. This was started

in 1946 and is sponsored entirely by the dairymen participating in the program, which has been consistently rated among the top associations in the state.

The artificial breeding program was started February 10, 1947, and some 140 dairymen are now availing themselves of this service which will provide better breeding and will improve the production of Kitsap County dairy herds.

Second largest agricultural enterprise receiving much attention from the extension service is the poultry industry, which consists of commercial egg production, fryers and turkeys. In the horticultural field, Kitsap County excels with its strawberry crop, which is the choice of all fresh markets in western Washington in frozen fruit processing. Production of blueberries and the Washington grown easter lily, or croft lily, has become important partly through the aid and encouragement given by the extension service.

The "More Trees for Washington" program, which has just been started, received its initial send-off from the Kitsap County Farm Forestry committee, which was the first such organization to be formed in the state. A local committee working through trained foresters on a state-wide basis is planning to develop and strengthen the farm woodlot program which covers a tremendous acreage of future timber resources.

Home economics assistance, which has been provided almost continuously since July 1, 1939, has been directed towards the farm and rural women's organizations such as the homemaker's clubs, grange auxiliaries, and the like. Through these organizations and through individual result demonstrations the farm and rural women have been assisted with food preservation and preparation, furniture refinishing, reupholstering, clothing interests and farm home planning. 4-H home economic projects receive an equal amount of time and effort from the county agent.

The first farm radio program in the state of Washington originating directly from the offices of the agricultural extension service was started in Kitsap County in February, 1947. This program is heard over radio station KBRO at 12:30 p.m. Tuesday, Thursday and Saturday. Only a few such programs are in operation in the nation, but already several other Washington counties are working out similar arrangements. New offices of the county extension service provide direct broadcasting facilities whereby the farmers, homemakers and 4-H club folks take part in the programs with the agents.

Just to point out a few of the many activities carried out by the Kitsap County Agricultural Extension Office, Mr. Sivo has prepared the following general statistical information for the year 1948.

Total farm and home visits made.....	918
Total office calls.....	2,072
Total telephone calls.....	5,136
News releases written.....	301
Individual letters written.....	2,496
Circular letters written.....	204
Bulletins distributed.....	14,773
Meetings participated in.....	355
Radio talks given.....	91

On the opposite page are pictured five members of Kitsap County 4-H clubs who won the Guernsey pennant at the 1948 Western Washington Fair. They were Betty Lee Price, Bob Price, both of Port Orchard; Kenneth Steinman, Brownsville; Don Price, Port Orchard; and Walter Mazna, Central Valley. Pictured in the office of the Agricultural Extension Service is Patricia Taylor. Vacant desk is occupied by the other office secretary, LaVerne Peterson. Dino R. Sivo interviews David C. Brannon, extensionist from the State College of Washington in the broadcasting booth located in the extension office, and Harold Poor, assistant extension agent, talks 4-H work on his regular Saturday broadcast. The lower photographs show varied field activities of the County Extension office among Kitsap County agriculturists.

THE TREASURER'S OFFICE



The County Treasurer is the "paying and receiving teller" for the county. He receives all moneys due the county from whatever source, depositing them to its credit, and he pays all claims against the county, being required to honor all warrants issued by the Auditor.

Arthur Lund, a former county clerk and a veteran of 32 years of working at the old Courthouse, was elected County Treasurer in 1947. He had previously served in both the clerk's and auditor's offices.

The Treasurer's office handles not only the county funds, but also those for the state government, cities and towns and for special districts such as school and road districts within the county.

The Treasurer's Office is the tax collection office and also handles all funds relating to real estate and personal property, water, fire and sewers.

Money derived from foreclosure sales or from county resales are handled through this office.

All admission taxes on amusements outside of the city are collected by the Treasurer's Office.

The Treasurer's Office maintains a staff of nine persons in addition to Mr. Lund. These include Florence Wetzel, cashier and chief deputy; Helen Bresnan and Maxine Johnson, assistant cashiers; Celeste Vander Staay, bookkeeper-clerk; Stanley J. Reeve, personal property clerk; Idelle Woolfolk, assistant bookkeeper, and Emma Moore, Emma Moen and Irene Gadberry, deputies.



KITSAP COUNTY ASSESSOR'S OFFICE



The Kitsap County Assessor's offices in the new Administration Building occupy quarters on the main floor, adjacent to the Auditor's office. This is the office that makes first contacts with the public and exercises a powerful influence over taxation and the financial structure of the County.

The office of County Assessor is held by Miss Velma Poterbin, who shortly after her election was forced by illness to turn the major portion of duties over to a chief deputy while she directed activities as much as allowed from a hospital bed.

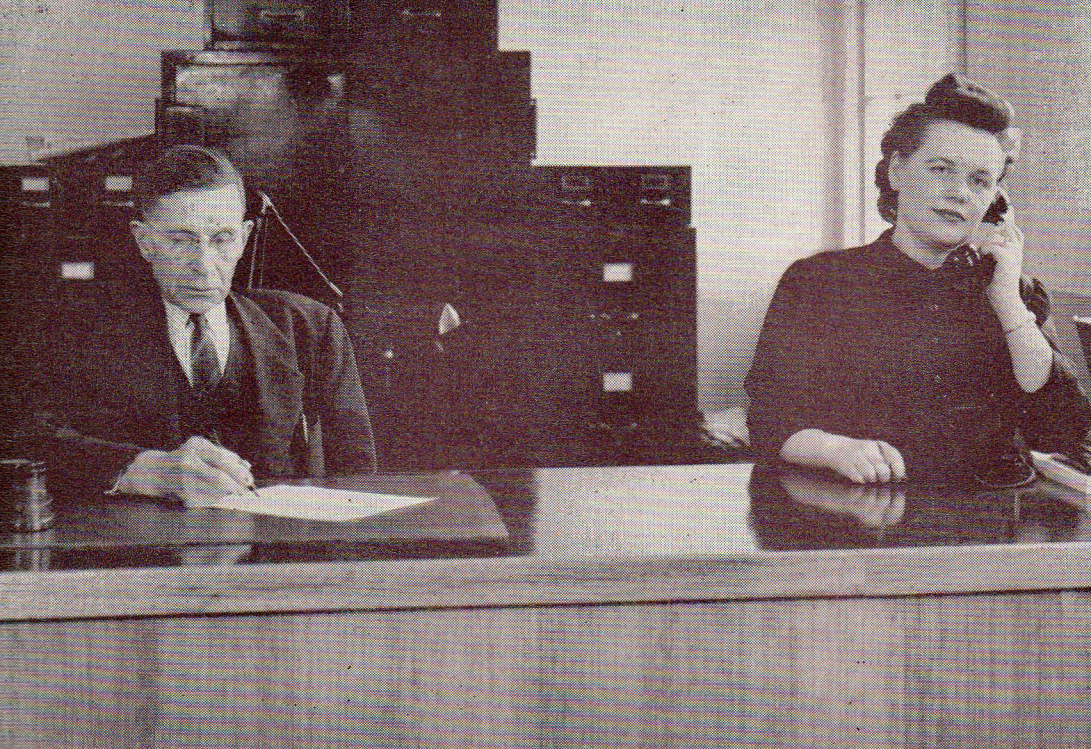
Douglas Bubar served as chief deputy assessor prior to his resignation last month. Since that time, the work of field deputy has been handled by Bert Iverson. Mrs. Grace Cool serves as chief office deputy. Five employees handle office detail which includes among other things, all filing of assessments, compilation of rolls and reports. The staff occupies two small offices in addition to the large office which opens out to the main corridor.

To avoid possible injustices in assessments and to provide a review of the Assessor's work, a board of equalization consisting of the County Commissioners and the Assessor is set up to hear and decide complaints on the valuations returned by the latter office. The Board of Equalization holds its yearly meeting on the first Monday in July.

The Assessor's office, in order to complete the tax rolls must first have its field deputy determine valuation of property. Names and descriptions are then taken from original deeds and a typewritten roll is made up. Next, field valuations are posted and compared for any possible corrections. In the fall of each year any extending levies will be entered in the roll, before the tax is figured and a recap made. A total capulation is the final step before the rolls are turned over to the County Auditor for audit. They are then sent to the Treasurer's office for collection. No chief deputy assessor has been named to succeed Bubar as Miss Poterbin is expected to be able to return to her office within the next month.







THE ORIGINS OF KITSAP COUNTY



For 57 years Port Orchard (formerly Sidney) has been seat of county government for Kitsap County. Many pioneers recall the day in 1892 when the steamer Ellis glided into the Sidney harbor bringing county records from Port Madison, the county seat for 30 years by act of territorial legislature, which first established county headquarters there Jan. 14, 1861.

Apparently a mill company office had been used to transact county legal activity prior to this first legislative action, report old timers who have heard Kitsap County's tales of yesteryear directly from their own fathers.

Just where the courthouse should be located has long been a controversial issue among county towns, the most recent bids for the courthouse coming from Bremerton. Perhaps the first friction arose back in January of 1869 when the county commissioners ordered the courthouse moved to Port Gamble (then Teekaleet). An election to decide this plan was contested by G. W. Bullene of Port Madison, then one of the county commissioners, and later was appealed to the United States District Court.

During the controversy, George M. Meigs proposed donation of a 160 x 160-foot block for construction of a courthouse at Port Madison. Evidently his offer was accepted because the courthouse remained at Port Madison and a building was later erected there.

County commissioners' records during that early time mention construction of the county's first jail, which was built at Port Madison from a fund of \$1,658

allowed by the commissioners on July 10, 1872.

It was in November, 1891, two years after Washington became a state, that an election was held to decide where the courthouse would be permanently located. This election stemmed from a petition signed by 807 bona fide electors who proposed that the county commissioners put the question of county seat removal on the ballot for a special election.

The election carried and the steamer Ellis, built in Ballard for the Sidney-Seattle run and captained by W. H. Ellis, was chartered to move the courthouse from Port Madison before the middle of January in 1892.

Clerk Thomas Ross, father of T. A. Ross, who now resides in Port Orchard, gathered up the official county records, his bride and their household goods and boarded the steamer for the historic trip to the first county courthouse in Sidney. Among others cited for helping move the archives were Charles Lindall, Charles Nelson and John A. McGillivray, all well known throughout the county in later years.

The first courthouse in Sidney was a free gift from the citizens of the town, with all material being purchased by donations and construction done by volunteer labor.

Thomas J. Sweany, uncle of Russell Sweany, present day Port Orchard realtor, sold the courthouse site to the county as Block 1 of Sweany's addition to Sidney. T. A. Kendall was architect and doubled as construction boss and general building

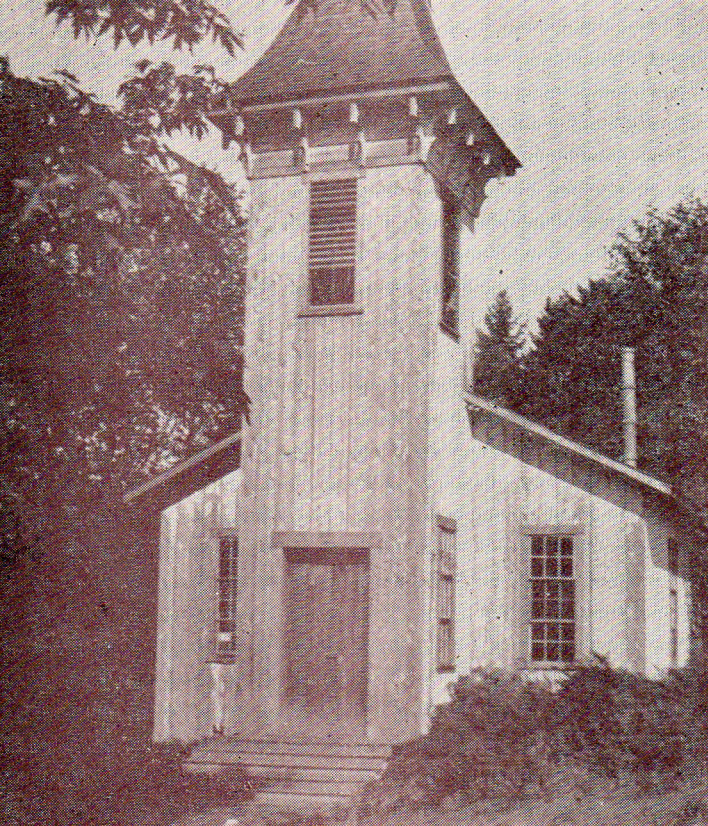
designer. In charge of painting and decorations was S. M. Wetzel, father of Guy Wetzel, town clerk of Port Orchard. W. F. Howe, father of Ed Howe, well-known Port Orchard businessman, tinned the roof gutters and Walter M. Wheeler furnished the lumber. Among those donating carpentry were Charles Lindall, brother of August and uncle of present-day residents mentioned later; William Sutton, father of Miss Chloe Sutton, town treasurer in Port Orchard; T. T. Lund, the Cline brothers and many more public-spirited individuals.

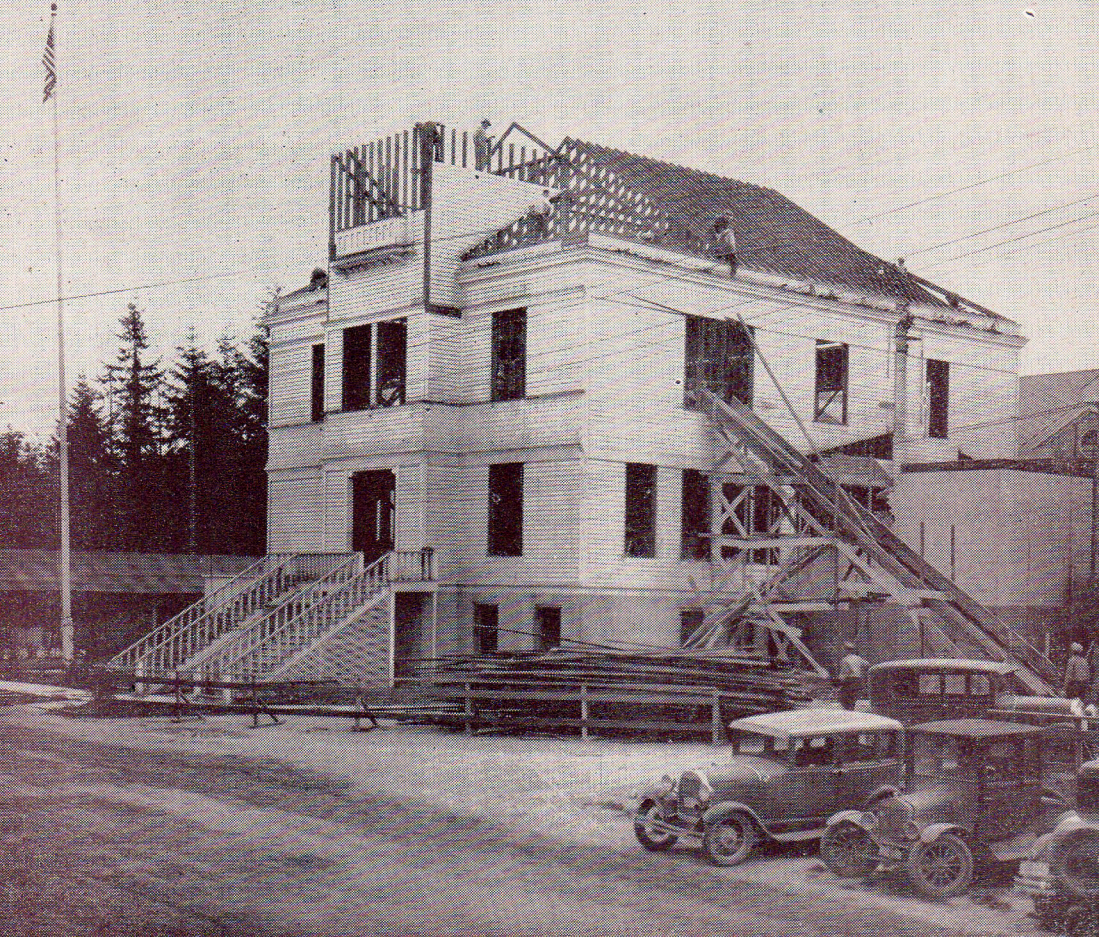
Teamwork and hauling was done by N. R. Kemp, father of Richard Kemp, and August Lindall, father of Miss Pet Lindall, Ted and Harry, all of Port Orchard. W. L. Wheeler, who boosted from the sidelines as editor of the Sidney Independent, is the only surviving volunteer worker and now makes his home in California.

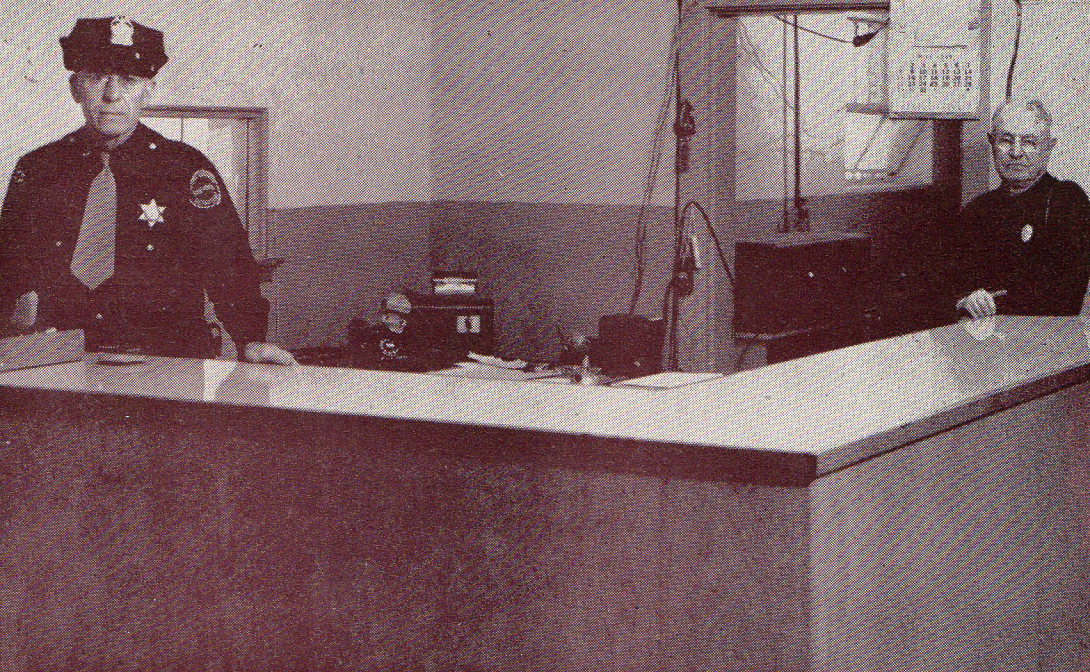
It is reported that the completed building was considered an "architectural triumph—sans plumbing, lighting, central heating, telephones, floor coverings, ventilating system, air conditioning, etc." At first it was necessary to carry drinking water from a spring in the gulch which is now filled in and is a part of Division street, east of the courthouse.

This is the historical background of the first Kitsap County courthouse located in Sidney, which became known as Port Orchard by legislative act in 1903. It is contrasted with Kitsap County's new Administration Building, which occupies the same site as the first Port Orchard-located courthouse.











KITSAP COUNTY
WASHINGTON
J.H. PATTERSON
COUNTY ENGINEER
1968

THE LAW LIBRARY



By **RONALD E. DANIELSON**
President, Bar Association

A workman is no better than his tools. For many years the bench and bar of Kitsap County were seriously handicapped by lack of an adequate law library—tools of their profession.

Two things contributed to this lack, money to buy the books and space to house them. Happily both problems have now been overcome.

The money has been provided under the county Law Library Act of 1933 by civil litigants who pay \$1.00 for each case into the law library fund. Thus the taxpayers spared the burden of any cost for books or librarian's services.

The space to house the library became available in the Administration Building. There in orderly array you will find a law library of which we can all be proud.

There we have every case from a court of last resort, both federal and state, from 1658 to date, the laws of this state and of the United States, text books, encyclopedias, annotations and all the other books lawyers need to do a good job for the people they serve. There are more than 4,700 books all told.

This fine library is governed by a Board of Trustees consisting of the chairman of the Board of County Commissioners, one of our Superior Court Judges, selected by the Superior Court, and three lawyers selected by the Kitsap County Bar Association. The first and present board of trustees consist of the following:

JUDGE FRANK W. RYAN,
COMMISSIONER E. M. SWAN,
MR. RALPH PURVIS,
MR. DUDLEY PERRINE, Secretary, and
MR. RONALD E. DANIELSON, President.

THE CLERK'S OFFICE

This is a typical scene in the Kitsap County Clerk's office, where the county clerk, Mrs. Reina Osburn, may be found busy at her desk along with members of her staff. Pictured here are Dick Staub, court bailiff, and the other feminine members of the office shown are Doris Perrine, Alice Hamilton, and Hazel Forsmark. In this office are kept records of the two departments of the superior court.



Department No. 1 - - - Judge Sutton's Court

Most Kitsap County residents are entirely familiar with Department No. 1 of the Kitsap County Superior Court. For it is there that Judge H. G. Sutton has presided for many years.

The older courtroom in what is now the Kitsap County Administration Building, has undergone few changes in the remodeling program. It retains its oak benches and fixtures and the chairs which face the long benches remain high-backed.

The room has been newly painted a soft green. The Judge's chambers have been completely remodeled. A large window which formerly afforded the judge a panoramic view of the bay and naval shipyard has been removed. The space is now occupied by one wall of the new Law Library, which is part of the annexation.

The Superior Court of Kitsap County was made into two departments four years ago. Judge Sutton, a veteran of 22 years on the bench in this County, has been in charge of Department No. 1 since its inception. About ninety per cent of the trial cases are heard in his court.

Kitsap County's first judge was John B. Yakey. He presided here until 1912 when he was succeeded by Judge Walter M. French. In 1927 Judge Sutton took over duties.

In 1927, when Judge Sutton took over duties as judge, his court was in the original courthouse building. He has been in the same courtroom in the present building since 1932.

The Jury Room, which at the present time serves both Departments 1 and 2, is located at the back of the courtroom,

near the entrance. A former law library is now used as a press room. New quarters have been provided for the court reporter whose office adjoins the Judge's chambers.

PROSECUTING ATTORNEY

The prosecuting attorney is the legal advisor for the county officials and is responsible for protecting county interests before the law.

This office is held by James Munro, who does not, however, maintain an office in the new Administration Building, but in Bremerton. He is permitted to conduct a private practice as well as handle official duties. Roy Holland, deputy, assists the prosecutor in his official duties.

KITSAP COUNTY SUPERIOR COURT



Department No. 2 - - Judge Ryan's Court

In February of this year, Superior Court Judge Frank Ryan who is in charge of Department No. 2 of Kitsap County Superior Court, moved into new chambers in the Kitsap County Administration Building.

His courtroom, though much smaller in size than that of Department No. 1, is modern in design from the light birch and dark maple panelling to the pale orchid venetian blinds. It is compact and functional.

The Judge's chambers are spacious, and ample room has been provided for the office of his secretary, Mrs. Geneva Crampton.

Judge Ryan succeeded Judge Edmund Stafford who was the first to head Department No. 2.

There is a general division of work between the two judicial departments and Judge Ryan handles probates, default divorces, guardianships, adoptions and insanities, as well as a portion of the trial work. He is also in charge of operating the juvenile department.

Since no jury room has been provided for the Department No. 2, Judge Ryan uses the one in Judge Sutton's court or the offices of the County Commissioners when it is necessary.



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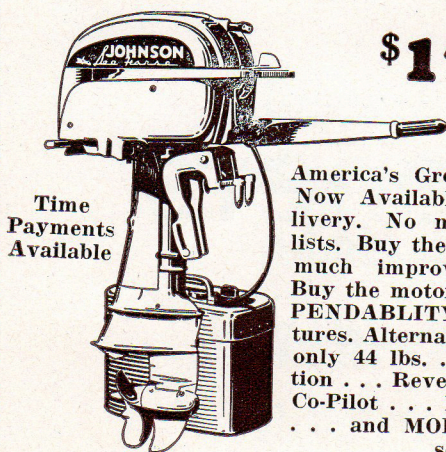
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