

RECORD OF THE PROCEEDINGS
SKAGIT COUNTY BOARD OF COMMISSIONERS

Monday, July 3, 1989

- 8:30 a.m. Budget/Finance Department:
- 1) Call for Public Hearings - Budget Amendments.
 - 2) Resolutions - Budget Line Item Changes.
 - 3) Review of Financial and Budgetary Information.
- 9:00 a.m. Parks and Recreation Department:
- 1) Call for Bids - Clear Lake Park Septic System.
 - 2) Call for Bids - Fair Decorations and Tents.
- 9:30 a.m. Discussion - Boundary Review Board Items - Dave Hough.
- 10:00 a.m. Executive Session - Labor Negotiations.
- 10:30 a.m. Public Works Department - Mark Spahr, Director:
- 1) Signature: Easement - Samish Point Road Easement.
 - 2) Call for Public Hearing - Unopened County Right-of-Way - Lake Cavanaugh.
 - 3) Call for Public Hearing - Establishment of an Extended Portion of Brookings Road.
 - 4) Resolution Awarding Skagit County Flood Control Grants.
 - 5) Request for Proposals - Guemes Island Ferry Terminal Architectural Services.
 - 6) Miscellaneous Items.
- MISCELLANEOUS ITEMS.
- 1:30 p.m. 1) Bid Opening - Catered Meals for Senior Citizens.
2) Miscellaneous.
- 2:00 p.m. Update - 911 Project.
- 2:30 p.m. Discussion - Authorization to Proceed with Computer System Acquisitions - Steve Kleinbart.
- MISCELLANEOUS ITEMS.

The Skagit County Board of Commissioners met in regular session on Monday, July 3, 1989, with Commissioners Dave Rohrer, Ruth Wylie, and W. W. Vaux present.

BUDGET/FINANCE DEPARTMENT:

- 1) Call for Public Hearings - Budget Amendments.

Mike Woodmansee presented three resolutions calling for public hearings for Budget Line Item Changes.

Commissioner Wylie motioned to adopt the resolution calling for a public hearing on July 12, 1989, at 10:00 a.m., to consider a supplemental budget to the Current Expense fund #001 in the amount of \$15,000 for the Sheriff's Department's new boat. Commissioner Vaux seconded the motion, which passed unanimously. (Resolution #12113)

Commissioner Wylie motioned to adopt the resolution calling for a public hearing on July 12, 1989, at 10:00 a.m., to consider a supplemental budget to the Current Expense Fund #001 in the amount of \$14,200 for drug enforcement prosecution and a student intern through the University of Washington. Commissioner Vaux seconded the motion, which was unanimously approved. (Resolution #12114)

Commissioner Wylie motioned to adopt the resolution calling for a public hearing on July 12, 1989, at 10:00 a.m., to consider a supplemental budget to the Current Expense Fund #001 in the amount of \$80,000 from an Imminent Threat Grant for construction of a Rockport water system. Commissioner Vaux seconded the motion, which was unanimously approved. (Resolution #12115)

2) Resolutions - Budget Line Item Changes.

Mr. Woodmansee presented a resolution which, he explained, provides allowances for three items that were either not contemplated or underfunded in the 1989 budget as follows:

- a) An alcohol detoxification program through the Community Alcohol Center was not contemplated. (\$7,000)
- b) Dangerous Dog Enforcement funds to the Skagit County Humane Society were underestimated. (\$15,400)
- c) An interfund payment for the incinerator Toxicology Study was not included in the 1989 budget. (\$63,000)

The money for these services will be appropriated from the following funds:

- a) Unemployment Compensation (\$10,000)
- b) Operating Supplies (\$2,500)
- c) Professional Services (\$62,900)
- d) Contingencies (\$10,000)

Commissioner Wylie motioned to adopt the resolution submitted by Mr. Woodmansee authorizing budget line item changes as outlined above. Commissioner Vaux seconded the motion, which passed unanimously. (Resolution #12112)

3) Review of Financial Budgetary Information.

Mr. Woodmansee reviewed with the Board a Cash and Investment Balance Sheet and Revenue Summary for the period of January through May 31, 1989. Major revenue sources were listed and individually broken down into 1) amount collected this month, 2) amount collected to date, 3) amount budgeted, and 4) percentage received to date. These figures were then compared to a similar time period last year.

PARKS AND RECREATION DEPARTMENT:

1) **Call for Bids - Clear Lake Park Septic System.**

Jon Aarstad, Parks and Recreation Department Director, explained that the original contract with Dean Bannister of Bosa Cement for design of the Clear Lake Septic System allowed a sum of \$600.00 for the completed design. Because of several redrafts of the design at the request of the Parks Department, Mr. Bannister is now asking for a contract amendment for an additional \$200.00 in remuneration for his additional services. Mr. Aarstad recommended approval of this amendment.

Tom Karsh, Environmental Health Specialist, provided site plans and explained the project to the Board.

Commissioner Wylie then motioned to increase the wage for Mr. Bannister's services by \$200.00, from \$600.00 to \$800.00 total. Commissioner Vaux seconded the motion, which was unanimously approved.

Commissioner Wylie then motioned to call for bids to be received and opened on Tuesday, July 18, 1989, at 1:30 p.m., for construction of the new septic system at Clear Lake Park. Commissioner Vaux seconded the motion. The motion passed unanimously. (Resolution #12116)

2) **Call for Bids - Fair Decorations and Tents.**

Mr. Aarstad explained that there is a need this year, in addition to contracting for decorations for the Skagit County Fair, to replace awnings and supply tents for additional vendors participating in the fair.

Commissioner Wylie then motioned to call for bids to be received and opened on Tuesday, July 18, 1989, at 1:30 p.m., for tents, awnings and grounds decorations per the specifications of the Parks and Recreation Department. Commissioner Vaux seconded the motion, which passed unanimously. (Resolution #12117)

MISCELLANEOUS ITEMS.

These items were discussed at this time for the convenience of the audience.

A. The Board approved for signature the following Contracts for Skagit County Fair Commercial Displays and Vendors, to commence on August 9, 1989, and continue until August 13, 1989:

- a) John Maynard's Sport Fishing Seminars, sponsored by Skagit Distributors, at no charge for space in the outside ballpark.
- b) Community Homewell, 1911 E. Division, Mount Vernon, WA 98273, for the sum of \$200.00 for space in the commercial tent.
- c) KBRC Radio, P.O. Box 250, Mount Vernon, WA 98273, for the sum of \$159.50 for space at the outside boardwalk.

- d) Action Sewing Center, 823 Cleveland, Mount Vernon, WA 98273, for the sum of \$220.00 for space in the commercial building.
 - e) Skagit County D.A.R.E./McGruff Booth, P.O. Box 220, Mount Vernon, WA 98273, for no charge (County department) for space in the grange building.
 - f) Sunrider Distributing - Allon Fennell, 7823-319th Pl. N.W., Stanwood, WA 98292, for the sum of \$200.00 for space in the commercial tent.
 - g) Skagit Valley College, 2405 College Way, Mount Vernon, WA 98273, for the sum of \$149.00 for space on the blacktop in front of the dairy barn.
 - h) J&C Novelty, 6514 N.W. 318th, Stanwood, WA 98292, for the sum of \$192.50 for space outside.
 - i) Staple Sales, 20800 Marine Drive N.W. #13, Stanwood, WA 98292, for the sum of \$181.50 for space in the grange building.
- B. The Board approved for signature the following contracts for Skagit County Fair Concessionaires, to commence on August 9, 1989, and continue until August 13, 1989:
- a) Cinnamon Babies, 11647 S.E. 196th, Renton, WA 98058, for the sum of \$150.00 plus a guarantee of \$100.00 or 15% of the total gross receipts less sales tax, whichever amount is greater.
 - b) JJ's Meals on Wheels, 1316 Rucker Avenue, Everett, WA 98201, for the sum of \$50.00 plus a guarantee of \$100.00 or 15% of the total gross receipts less sales tax, whichever amount is greater.
- C. The Board approved for signature the following Skagit County Fair Professional Services Contracts.
- a) Eric & The Cruisers, 605 Warner Street, Sedro Woolley, WA 98284, to provide two performances of '50's and '60's music on Friday, August 11, 1989, on the small stage, for the sum of \$375.00 per day.
 - b) The Skagit Valley Herald, for the purchase of display advertising space from July 1, 1989 to June 30, 1990, a minimum of 200 inches of advertising space, at the rate of \$7.75 per inch per insertion (a \$0.35 discount), and additionally, a minimum of 100 inches of advertising space in Skagit Today at a rate of \$3.90 per inch.

DISCUSSION - BOUNDARY REVIEW BOARD ITEMS - DAVE HOUGH.

- A. Dave Hough, Senior Planner, presented three annexation requests. He explained that following a request to the Boundary Review Board for an annexation, a 60 day waiting period is begun, during which time a legislative body such as the Board may intercede in the request by asking the Boundary Review Board to assume jurisdiction and make a

determination to approve or deny the request based on facts submitted. The request is granted at the end of the 60 day waiting period, if no intercession has occurred. The Boundary Review Board may also waive the 60 day waiting period if no comment is received from a legislative body. The three annexation requests were administered as follows:

- a) An application was made by the City of Sedro Woolley to annex 20 acres of agriculturally zoned land just west of the City off of Cook Road, which is presently owned by the Sedro Woolley School District, for the purpose of constructing play fields and a sports complex.

The Board discussed the availability of parking and proximity to Cook Road, as well as the construction of restrooms on the site. Commissioner Vaux then motioned to approve the application of the City of Sedro Woolley. Commissioner Wylie seconded the motion, which was unanimously approved.

- b) An application was made by Fire Protection District #8 to annex the Valley View Estates off of Prairie Road near Sedro Woolley, in accordance with a petition by the property owners of Valley View Estates for inclusion in the Fire District. Mr. Hough explained that the territory is presently protected by Department of Natural Resources fire protection. Mr. Hough located the area on a vicinity map.

Commissioner Wylie then motioned to approve the annexation of Valley View Estates into Fire Protection District #8. Commissioner Vaux seconded the motion. The motion passed unanimously.

- c) An application was made by the City of Mount Vernon to annex a development off of Division Street, north of Hickox Road, in the vicinity of Hilltop Estates, so as to receive city services for the development. This area was also located on a vicinity map.

Commissioner Wylie motioned to approve the application of the City of Mount Vernon. Commissioner Vaux seconded the motion. The motion was approved unanimously.

- B. Mr. Hough updated the Board on the City of Burlington's plans to annex 20 acres southeast of the city for construction of new homes. He stated that Joe VonMoos, president of National Fruit Canning Company, was present at the last meeting of the Burlington Planning Commission to oppose the annexation; however, the vote was four to one in favor of the annexation. After the Burlington City Council receives the recommendation of the Planning Commission and makes a determination, they must follow the procedure set forth for the Boundary Review Board's approval of annexations.
- C. Mr. Hough explained that the Boundary Review Board is composed of five members; two appointed by the Governor, one appointed by the special district, one appointed by the Cities, and one appointed by the County. He reported that the resignation of Gary Menton, one of the Governor's appointees, has been received. Additionally, the term of Bob Norton,

special district appointee, is due to expire. Mr. Hough stated that he will be contacting Mr. Norton as to whether he wishes to continue to serve on the Board, and will be amassing resume's from candidates for the Governor's appointment.

PUBLIC WORKS DEPARTMENT - MARK SPAHR, DIRECTOR:

1) **Signature: Easement - Samish Point Road Easement.**

Mark Spahr, Public Works Department Director, explained to the Board that the County Ordinance governing short plats decrees that if a substandard road exists adjacent to development activity, Skagit County must acquire additional right-of-way for possible future construction. He stated that such a case exists on the Samish Point Road, where a property owner wishes to short plat his property into two lots, retaining the northern lot for himself, and selling off the southern lot, which borders on Samish Point Road. An additional 10 feet on each side of the road where it borders this southern lot is being sought by the County, in compliance with the ordinance. Mr. Spahr presented an easement agreement with the property owner which dedicates 10 feet on each side of the Samish Point Road to Skagit County, but states that the County will grant an easement for an existing drainfield to remain within the 10 feet of right-of-way. The drainfield may remain on the County property until such time as the County may wish to use the area for road work, at which time the County will pay to relocate the drainfield and repair the landscaping. Mr. Spahr stated that it is unlikely that the right-of-way will be used for a road project at a future date.

The Board discussed with Betsy Stevenson of the Planning Department whether this satisfies the intent of the short plat ordinance. Commissioner Vaux questioned whether it would not be the responsibility of the original owner who is short platting the property to move the drainfield and landscaping. Commissioner Vaux also questioned whether the location of a drainfield within County right-of-way would not require a variance from the short plat ordinance. Discussion ensued on whether the County should be obligated to pay for the relocation of the drainfield, and the Board subsequently decided to table the matter until Mr. Spahr could recontact the property owner for further negotiations.

2) **Call for Public Hearing - Unopened County Right-of-Way - Lake Cavanaugh.**

Mr. Spahr presented a resolution calling for a public hearing to consider the opening of unopened County right-of-way in the Lake Cavanaugh area, where the Georgia Pacific Corporation wishes to allow logging activity.

Commissioner Wylie motioned to call for a public hearing on Monday, July 24, 1989, at 10:30 a.m., to consider the opening of unopened County right-of-way at Lake Cavanaugh. Commissioner Vaux seconded the motion, which passed unanimously. (Resolution #12118)

3) **Call for Public Hearing - Establishment of an Extended Portion of Brookings Road.**

Mr. Spahr stated that, due to an error in the publishing of the township

number in the original notice of public hearing, it is necessary to re-publish the notice and reschedule the hearing.

Commissioner Wylie motioned to call for a public hearing on Monday, July 24, 1989, at 10:30 a.m., to consider the establishment of an extended portion of Brookings Road. Commissioner Vaux seconded the motion, which passed unanimously. (Resolution #12120)

4) Resolution Awarding Skagit County Flood Control Grants.

Don Nelson, County Flood Control Manager, presented to the Board the recommendations of the Skagit County Flood Control Committee for grants for 1989 flood control projects. Mr. Nelson stated that a budget of \$100,000 has been allowed for projects, and each project has been prorated to stay within the budgeted amount. Mr. Nelson also provided slides of each project.

Following Mr. Nelson's presentation, Commissioner Wylie motioned to adopt the resolution approving the following grant allocations:

a)	Dike Dist. #22	\$ 12,931.03
b)	Dike Dist. #1	\$ 11,206.90
c)	Dike Dist. #3	\$ 21,551.72
d)	Dike Dist. #5	\$ 6,896.55
e)	City of Mount Vernon	\$ 8,620.69
f)	Town of Lyman	\$ 1,724.14
g)	Dike Dist. #12	\$ 17,241.38
h)	Dike Dist. #25	\$ 4,310.34
i)	Dike Dist. #4	\$ 8,620.69
j)	Dike Dist. #8	\$ 2,586.21
k)	Game Department	\$ 4,310.35
	TOTAL	\$100,000.00

Commissioner Vaux seconded the motion. The motion passed unanimously. (Resolution #12120)

5) Request for Proposals - Guemes Island Ferry Terminal Architectural Services.

Mr. Spahr provided the Board with a Request for Proposal packet for information. Commissioner Vaux reported that the City of Anacortes plans to construct a park area on the west side of the ferry terminal. He stated that a significant impact on the neighborhood will result because of the decrease in available parking space. Mr. Spahr stated that he will be working with the City to facilitate adequate parking for both the park and ferry terminal. The Board then directed Mr. Spahr to proceed with the Request for Proposals.

6) Miscellaneous Items.

A. In accordance with action previously taken, the Board approved for signature the resolution calling for a public hearing on July 17, 1989, at 10:30 a.m., to consider parking, safety, traffic flow and possible lowering of the speed limit on South Front Street in Clear Lake. (Resolution #12121)

- B. Bill Ness, Environmental/Solid Waste Engineer, stated that a request has been received from Whatcom County to participate in a Department of Ecology Grant for a solid waste reduction and recycling instructional program to be presented at schools in Whatcom, Island, San Juan and Skagit Counties. Whatcom County plans to hire an educator for this purpose, and would like a commitment from Skagit County for \$11,000.00 in local matching funds and \$1,800.00 in in-kind services.

Commissioner Vaux gave background on the proposed program and the Board discussed with Mr. Ness the control of the curriculum presented by the educator. The Board determined to request a Letter of Understanding from Whatcom County, delineating the review process for the program curriculum. Commissioner Vaux then motioned to adopt a resolution stating Skagit County's intention to participate in this joint program, and committing approximately \$11,000 in local matching funds and \$1,800 in in-kind services to the project. Commissioner Wylie seconded the motion, which was unanimously approved. (Resolution #12122)

MISCELLANEOUS ITEMS.

There were no miscellaneous items at this time.

BID OPENING - CATERED MEALS FOR SENIOR CITIZENS.

Chairman Rohrer waived the reading of the Notice of Call for Bids, as published in The Skagit Argus on June 20 and 27, 1989.

The following bid was received and opened:

- a) Island Hospital
24th and M Avenue
Anacortes, WA 98221

Anacortes:

Congregate	6,500 meals	\$2.02 per meal
Hot Home-Delivered	10,400 meals	\$2.27 per meal
Frozen	4,160	\$1.35 per meal
Plus transportation		\$6.56 per day

Tim Holloran, Senior Services Director, will consider the bid and return at a later date with a recommendation for award.

MISCELLANEOUS.

- A. As of this date, July 3, 1989, the Board, by unanimous vote, did approve for signature the following warrants and vouchers:
- 1) Warrants #77447 through #77607 (Vouchers #77447 through #77607) in the amount of \$277,429.89 (PR-12-89).
 - 2) Warrants #890140A through #890168 (Vouchers #17885 through #18397) in the amount of \$739,990.02 (P-07-89).

- 3) Warrants #61150 through #61217 (Vouchers #61150 through #61217) in the amount of \$544,365.75 (R-17-89).
- 4) Warrants #45429 through #45892 (Vouchers #905880 through #906479) in the amount of \$283,933.31 (C-28-89).

B. The Board approved for signature the following Petitions for Property Tax Refunds:

- 1) Gary A. Gilbert, 4773 Sauk Valley Road, Concrete, WA 98237, in the amount of \$39.15, due to a manifest error causing double assessment by the Assessor's office. (006089)
- 2) Stephen Dernbock, 8561 800th Avenue West, Oak Harbor, WA 98277, in the amount of \$95.20, due to a cancellation by the Department of Revenue. (006289)

UPDATE - 911 PROJECT.

Sheriff Frazier stated that the technology is available to Skagit County, at every switching station, to allow citizens to dial "911" and be connected with the correct police dispatch center servicing their area. He stated that a final proposal will be submitted on approximately July 14, 1989, which will allow for three communications stations (Anacortes Police Department, Sedro Woolley Police Department and Skagit County Sheriff's Office) where calls will be received. Current technology also will allow calls to be transferred from the outlying stations to the Sheriff's Office when required without redialing; a system similar to the Central Dispatch system used by Mount Vernon Police and Fire Departments. Sheriff Frazier estimated the costs for outfitting the three major communications networks at between \$30,000 and \$50,000. He stated that as soon as a final proposal is agreed upon, he will meet with representatives from the other two major communications centers to discuss management and administration of the program.

Tom Sheahan, Director - Department of Emergency Management, stated that the Upriver fire districts are interested in improving their systems with a central dispatch headquarters, as opposed to the home dispatch systems they are currently using. He stated that a \$0.50 surcharge per household is being discussed to fund the 911 project; however, it is unknown whether this surcharge will be necessary. In any event, it is doubtful whether it would be ready for the September ballot if it were decided upon.

DISCUSSION - AUTHORIZATION TO PROCEED WITH COMPUTER SYSTEM ACQUISITIONS - STEVE KLEINBART.

Mike Woodmansee, Budget/Finance Director, stated that at the last data processing update meeting, he had informed the Board that Snohomish County, which contracts to do our payroll computing, was planning to switch to a different operating system, and that Skagit County would be purchasing a GHRs payroll package at a cost of \$105,000 to be installed at Snohomish County, so that our contract with them could continue unchanged. Mr. Woodmansee stated that he has now learned that the IBM company will provide computers and operating software for a cost of \$165,000, and LGFS and a new payroll package for a cost of \$250,000. Mr. Woodmansee computed that, with taxes, a total of \$448,000 could be spent to change the entire operation from

Snohomish County to Skagit County. Currently Skagit County pays Snohomish County \$17,000 per month to perform work for the Auditor, Assessor and Treasurer, of which the Auditor uses approximately one half that amount. This does not include the cost for telephone tolls. He stated that the Treasurer and Assessor's Offices are both working to gain autonomy from Snohomish County, and would be able to utilize the system purchased by the Auditor to some extent.

The Board discussed with Mr. Woodmansee three options for acquiring the equipment: 1) A direct purchase of the equipment with Data Processing funds, 2) Purchase of the equipment on a 24 month contract with 10% down, yielding a payment per month of approximately \$10,000 to \$13,000 per month, or 3) a Lease/Purchase agreement.

Commissioner Wylie then motioned to purchase the IBM93-70 and LGFS/GHRS software outright using money from the acquisitions fund. Commissioner Vaux seconded the motion. The motion passed unanimously.

Steve Kleinbart, Data Processing Coordinator, and Roger Howard, Facilities Manager, then proposed to relocate the archive room off of the engineering shop to the east end of the old jail. The former archive room would then be remodeled for use as a climate controlled computer room. Mr. Kleinbart listed the advantages of this location.

The Board gave permission to proceed with relocation of the archive room and remodel of the new computer room.


MISCELLANEOUS ITEMS.

There were no miscellaneous items at this time.

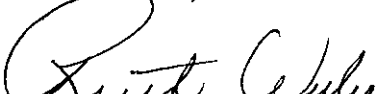
ADJOURNMENT

Commissioner Wylie motioned to adjourn the proceedings. Commissioner Vaux seconded the motion. The motion was carried unanimously.

BOARD OF COUNTY COMMISSIONERS
SKAGIT COUNTY, WASHINGTON



Dave Rehner, Chairman



Ruth Wylie, Commissioner

W. W. Vaux, Commissioner

ATTEST:



Stephanie Wood, Clerk of the Board