

**RECORD OF THE PROCEEDINGS
SKAGIT COUNTY COMMISSIONERS'**

Monday, August 17, 1992

- 10:00 a.m. - 11:00 a.m. Public Works Department - Rich Medved, Director.
- 1) Introduction of New Employee.
 - 2) Signature - Consultant Contract, James M. Montgomery to Produce a County Wide Drainage Study.
 - 3) Signature - Authorization to Apply to Washington State Department of Transportation for a Regional Transportation Planning Organization Discretionary Grant.
 - 4) Miscellaneous.

CONSENT AGENDA

MISCELLANEOUS

- 1:30 p.m. - 2:00 p.m. Public Hearing - Supplemental Budget, Current Expense Fund.
- 2:00 p.m. - 2:30 p.m. Semi Annual Report - Permit Center.
- 2:30 p.m. - 3:30 p.m. Work Session - Solid Waste, Present Status of Solid Waste Division.
- 3:30 p.m. - 5:00 p.m. Executive Session - Personnel.

The Skagit County Board of Commissioners met in regular session on Monday, August 17, 1992, with Commissioners Robby Robinson, Ruth Wylie, and W. W. Vaux present.

PUBLIC WORKS DEPARTMENT - RICH MEDVED, DIRECTOR.

- 1) Introduction of New Employee.

The Board was introduced to and welcomed Doug Argo, Civil Engineer, Bridges and Special Operations.

- 2) Signature - Consultant Contract, James M. Montgomery to Produce a County Wide Drainage Study.

Dave Brookings, Flood Control Engineer, reviewed for the Board and those attending the meeting that last summer five meetings were held in the community regarding creating a drainage utility. Based on the results of those meetings, a \$10.00 per parcel fee was charged to set up a revenue source for the County-wide Drainage Study. Mr. Brookings stated that 10 consultants applied, interviews were held and James Montgomery was selected to perform the study. Negotiations then began for the contract amount and the Scope of Work to be performed. The Scope of Work is made up of the following 12 tasks: Project Foundations, Public Involvement, Institutional and Regulatory Evaluation, Hydrologic/Hydraulic Analysis, Solution Plans, Capital Improvement Program, Revenue Requirements, Revenue Program, Implementation Program, Draft Drainage Plan, Environmental Impact Statement, and the Plan Adoption Process. Mr. Brookings stated that the study is estimated to take one year at the cost of \$634,878.00.

Commissioner Wylie asked how many public meetings were scheduled in the contract.

Mr. Brookings stated that there will be two in September as well as several others for public input.

Commissioner Wylie asked what would determined the Capital Improvement Programs (CIP's).

Mr. Brookings stated that it is planned to use the public as a resource for problem area information, then analyze the information in order to prioritize and develop CIP's for each problem area. There will be two sets of public meetings; one set of meetings will be to gather information, the other set of meetings will set to plan the costs of the programs.

Chairman Robinson stated that the implementation of the information will be the key. Once the study is done it needs to be implemented and not shelved.

An unidentified member of the audience stated that a study done in 1982 was shelved. It seemed that money was the problem. He felt that if the money had been available to implement the 1982 study, there would not be a double taxation occurring to have this study. He stated that people forget that water starts at a high point and goes to the lowest point. He felt that educating the community was important in order for people to understand that everyone is responsible for the drainage problems and solutions.

An unidentified member of the audience stated that if the study is operated under the statute and implemented, it would be supplementary. He asked if it was too late to include flooding in the study.

Mr. Brookings stated that the study was being operated under RCW 86.15 and also encompassing RCW 36.89. The statutes overlap dealing with flood control. He said that it involves all areas in the County that flood, not just the Skagit River. He stated that flood and drainage control comes under local government jurisdiction.

An unidentified member of the audience (A#3) asked whether he was correct in understanding that the study will not be implemented until it is complete and has been reviewed, and that the public input could possibly come up with a system where a drainage utility would not need to exist.

Mr. Brookings concurred, stating that the implementation of the study's information will identify whether utility districts would be necessary.

Carol Ehlers asked where Fidalgo Island would fit into the study. She felt that educating the public would be essential for citizens to understand where water originates, flows, and the results of it path.

Mr. Brookings stated that Fidalgo Island, in his opinion, is one of the more critical areas regarding drainage problems. He didn't know if it would be defined as needing a drainage utility in the analysis, but he assumed that it would.

Jess Knutsen, a Drainage Committee member, stated that the Committee understands the importance of the study, had reviewed the contract, and recommended that the Board approve the project.

Commissioner Vaux motioned to approve the contract with James M. Montgomery of Bellevue, Washington to develop a Comprehensive Drainage Plan for Skagit County. The contract shall commence August 17, 1992, and terminate in 460 days. The total contract amount shall be \$634,878.00.

Commissioner Wylie seconded the motion, which carried unanimously. (Contract #01393).

3) Signature - Authorization to Apply to Washington State Department of Transportation for a Regional Transportation Planning Organization Discretionary Grant.

Mr. David Baltz, Transportation Coordinator, stated that RTPD discretionary funds are available from the

State. These funds, if awarded, could be used toward the production of a County-wide bikes and trails plan that is in the 1993 budget proposal. The cost of the contract for a consultant to be hired to help produce the plan would be approximately \$25,000. The Public Works Department proposed to fund \$20,000 of the project and the Parks Department had proposed to fund \$5,000.00. Should the discretionary funds be approved the project cost to the County would be reduced by half.

Commissioner Vaux motioned to give Mr. David Baltz authority to apply to the Washington State Department of Transportation for a Regional Transportation Planning Organization Discretionary Grant.

Commissioner Wylie seconded the motion, which carried unanimously.

Chairman Robinson signed the Project Certification Form for the application to the Washington State Department of Transportation for a Regional Transportation Planning Organization Discretionary Grant.

4) Miscellaneous.

Mr. Medved discussed with the Board a Consent Agenda Item regarding the transfer of 150 sick leave hours from various Public Works employees to Mr. Frank Ensley. Mr. Medved questioned whether there was a maximum number of sick leave hours that one employee could transfer. He specifically wanted to know if Chet Reid, who is retiring soon, could transfer the total 150 hours requested to be given to Mr. Ensley from his unused sick leave.

The Board directed Mr. Medved to discuss this item with Mr. Bob Taylor, Administrative Officer upon his return from vacation next week.

The item was removed before the consent agenda was presented to the Board.

CONSENT AGENDA

* Commissioner's Office:

- 1) Record of the Proceedings for the Week of July 20, 1992.
- 2) Record of the Proceedings for Monday, July 27, 1992.

* Emergency Management:

- 3) Eligibility Update for State Surplus Property Program. Every three years the State Surplus Property Program updates their records, which must be complied with. Tom Sheahan, Dan Cain, and Sharon Bumgarner have been authorized previously for purchasing at State Surplus Property in Auburn. The enclosed form for Chairman Robinson's signature will add Mark Watkinson to the authorization list.

• Department of Planning and Community Development:

- 4) Signature - Resolution approving the Variance Request #VAR-92-018 of Lynn Diak. (Resolution #14444).

* Public Works:

- 5) Signature - Public Utility District #1 Interlocal Agreement. This agreement will extend the franchise that was issued in July of 1940. The franchise was valid for a period of fifty years and expired in July of 1990. The Agreement is in effect until the Board issues a new franchise or until December 31, 1992, whichever occurs first. The Public Works Department is working with the PUD to begin the franchise renewal process. (Contract #01394).
- 6) Signature - Resolution updating the construction and right-of-way funding for Peterson Road C.R.P. #3240-1. (Resolution #14445).
- 7) Signature - Resolution to Call for Bids for the design and construction of a Moderate Risk Waste Fixed Facility in Skagit County. The facility will be located at the County Incinerator, operated by County personnel, and is over 60% funded by grant arrangements with the WSDOE. Bid opening shall be September 9, 1992, at the hour of 1:00 p.m. or as soon thereafter as possible in the Commissioners' Hearing Room. (Resolution #14447).
- 8) Signature - Resolution to Call for a public hearing regarding the proposed amendment of Chapter 12.18 of the Skagit County Code Relating to Ordinance No. 11125 Solid Waste Disposal. Public Hearing to be Monday, September 20, 1992, at 10:00 a.m., or as soon thereafter as possible, in the Commissioners' Hearing Room. (Resolution #14446).
- 9) Signature - Certificate of Commendation for Chet Reid upon his retirement.
- 10) Signature - Certificate of Commendation for Marlene Bruhn upon her retirement.

MISCELLANEOUS

- A) The Board signed the Resolution denying an Administrative Appeal #92-007A regarding the Planning Department's Denial of the following Short Subdivisions: Short Subdivision #92-006, John Milnor; Short Subdivision #92-007, Kirk Campbell; and Short Subdivision #92-008, Keith Johnson. (Resolution #14448).
- B) The Board signed a Contract for Instructional Services with Steve Stensland to instruct Hawaiian Beach Dance on July 31, 1992, at Clear Lake Beach, Clear Lake, Washington, from 7:00 p.m. to 9:30 p.m. Contract amount \$100.00. (Contract #01395).

PUBLIC HEARING - SUPPLEMENTAL BUDGET, CURRENT EXPENSE FUND.

Commissioner Vaux was excused from the following item.

Chairman Robinson waived the reading of the notice of public hearing, as published in The Skagit Argus.

Mike Woodmansee, Budget/Finance Director, reviewed with the Board that the 1992 Current Expense Fund began with a fund balance greater than estimated, and has or will receive revenues in excess of 1992 estimates from the Forest Board yield, donations, and service fees. This funding needs to be budgeted for the Sheriffs Office, Data Processing capital outlay and the Best SELF program. He requested that a supplemental budget be approved for the Current Expense Fund in the amount of \$728,460.00, to be distributed as described in a handout previously submitted to the Board.

Seeing and hearing no comment from the audience, Commissioner Wylie motioned to close the public hearing.

Chairman Robinson seconded the motion, which carried and was so ordered.

Commissioner Wylie motioned to adopt the resolution authorizing a supplemental budget for the Current Expense Fund in the amount of \$728,460.00.

Chairman Robinson seconded the motion, which carried and was so ordered. (Resolution #14449).

MISCELLANEOUS

Commissioner Vaux returned for the following items.

- A) Mr. Woodmansee presented a resolution for signature authorizing a budget line item change in the amount of \$36,000 for the Current Expense Fund #001, and \$10,000 for the Commissioners' Special Projects Fund #120.

Commissioner Wylie motioned to adopt the Resolution as presented.

Commissioner Vaux seconded the motion, which carried unanimously. (Resolution #14450).

- B) Mr. Woodmansee presented letters for signature authorizing pay class step increases for Bob Taylor, Mike Woodmansee, and Tom Karsh. The regular pay class step increases for these people did not occur at the time that they should have.

The letters were signed.

- C) Vouchers audited and certified by the auditing officer as required by R.C.W. 42.24.080, and those expense reimbursement claims certified as required by R.C.W.42.24.090, have been recorded on a listing which has been made available to the Board.

As of this date, Monday, August 17, 1992, the Board, by a majority vote, did approve for payment those vouchers included in the above-mentioned list and further described as follows:

Payroll Warrants #24881 through 15035 (Vouchers #PDRAWAU02225 through PDRAWAU02379) in the amount of \$52,574.51. Transmittal Number P-16-92.

- D) Stephanie Wood, Administrative Coordinator, presented a resolution for signature authorizing a temporary road closure on Higgins Airport Way from 7:00 p.m. to 7:30 p.m. on Friday, August 21, 1992 in order to comply with FAA regulations regarding low flying aircraft which will be providing an air show at the Economic Development Association of Skagit County's Quarterly Meeting and Port-A-Fair.

Commissioner Wylie motioned to adopt the resolution as presented.

Commissioner Vaux seconded the motion, which carried unanimously. (Resolution #14451).

SEMI ANNUAL REPORT - PERMIT CENTER.

Roxanne Michael and Tom Karsh reviewed the Semi-Annual Permit Center Report for 1992, with the Board.

Ms. Michael stated that the most single family resident (SFR) building permits were issued in 1990, but permits issued in 1992 were increasing. She stated that inspections were on an increase as well. She thanked the Board for the over-time authorization in January that allowed the Permit Center to catch up on the backlog of work. The turn-around time for permitting SFR's went from 8 weeks to two weeks and 3 weeks for commercial permits. She also thanked the Board for approving the hiring of part-time employees to help with the work load.

Mr. Karsh stated that the attitude of the employees at the front counter has become more friendly and positive, and the staff is better trained. The happier environment creates better customer service. He complimented Mr. Taylor and Mr. Woodmansee for their support and assistance enabling the accomplishment of tasks necessary to perform well as a department.

Ms. Michael stated that commercial permit reviews don't get sent to ICBO unless they cannot be completed in-house in three weeks. If there are complex jobs that need a structural engineer to do the review, then they are sent to ICBO. This also enables the SFR's to remain at a two week turn around time.

Commissioner Wylie asked whether the County had a structural engineer on contract.

Mr. Woodmansee stated that there was not, that ICBO was still the best source.

Chairman Robinson stated that he has heard positive remarks regarding the Permit Center and their commercial permitting turn around time.

Ms. Michael stated that the surveys that have been given to permit applicants have been very positive.

The Board again thanked Ms. Michael, Mr. Karsh, and Mr. Woodmansee for their hard work

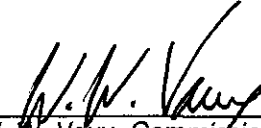
ADJOURNMENT

Commissioner Wylie motioned to adjourn the proceedings. Commissioner Vaux seconded the motion, which carried unanimously.

BOARD OF COMMISSIONERS
SKAGIT COUNTY, WASHINGTON

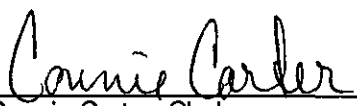
Robby Robinson, Chairman

Ruth Wylie, Commissioner



W. W. Vaux, Commissioner

ATTEST:



Connie Carter, Clerk
Skagit County Board of Commissioners

