

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

Monday, February 8, 1993:

9:00 a.m. - 10:00 a.m.

Board of Health.

- 1) Discussion - Towns of Edison & Blanchard Liquid Waste Activities.
- 2) Discussion - Request for Proposals Received from Private Laboratories for Ground Water Quality Testing.
- 3) Discussion - Public Health Legislation.

10:00 a.m. - 11:00 a.m.

Public Works Department - Rich Medved, Director:

- 1) Discussion - Update on Regional Transportation Planning Organization Work Program.
- 2) Signature - Supplement No. 1 County-State Agreement, Peter Anderson Road Railroad Crossing.
- 3) Call for Bids - One New 1992 or 1993 Mid-Size Extended Body Passenger Van.
- 4) Call for Bids - One New 1993 Truck with Bed and Complete Highway Striping Apparatus Installed.
- 5) Signature - Resolution - New Sub-Flood Control Zone Citizen Advisory Committee Appointment.
- 6) Signature - Resolution - Amendment of Resolution No. 8442 Skagit River Flood Control Committee.
- 7) Signature - Resolution Updating Solid Waste Advisory Committee.
- 8) Signature - Litter Patrol Agreement with Chinook Enterprises.
- 9) Miscellaneous.

CONSENT AGENDA.

MISCELLANEOUS ITEMS.

1:30 p.m. - 2:00 p.m.

Presentation and Discussion - Activities of Tulip Festival Committee.

2:00 p.m. - 2:30 p.m.

Discussion - Request for Funding Assistance, Skagit Community Mental Health.

2:30 p.m. - 3:30 p.m.

Presentation - 1993 Data Processing Work Plan and Facility Tour.

The Skagit County Board of Commissioners met in regular session on February 8, 1993, with Commissioners Robert Hart, Harvey Wolden, and Robby Robinson present.

BOARD OF HEALTH.

- 1) Discussion - Towns of Edison & Blanchard Liquid Waste Activities.

George Ridgeway, Environmental Health Specialist, reviewed with the Board that he has contacted the towns of Blanchard and Edison regarding the existing sewage problems in the communities. He provided them with written notice regarding the need to form private utility or municipal/public entities by August 1, 1993. If they are able to solve their sewage problems without incorporating they are to inform the County. The notification also informed the communities that it was necessary to submit a plan to the County by February

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26, 1993, outlining how they plan to solve the sewage problems. Mr. Ridgeway said that the Blanchard community formed a Sewage Committee comprised of the following people: Joan Smithman, Chairman, Joanann Prentice, Chick Prentice, Rex Houser, Bill Dewey, Linda Ballantine, and Lynn Lennox. Six Residents in Edison voluntarily had dye tests performed, four of which tested positive for fecal coliform, three of which drain directly into the Edison Slough. Mr. Ridgeway stated that there were to be three dye tests performed at residences in Blanchard on Tuesday, February 9, 1993. The residents of the two communities are eager to resolve the problem and actively participating in the efforts to resolve it.

Mr. Ridgeway stated that he did not know at this point whether the communities will apply for a Centennial Clean Water Fund Grant or privately handle funding for solving the problems. The Centennial Clean Water Fund Grant is only applicable through a public entity, which would mean the towns would need to incorporate, or the County would have to apply in their behalf. Mr. Ridgeway met with Tom Karsh, Permit Center Coordinator, and the Skagit County Health Officer to schedule a timeline for the Blanchard/Edison clean-up project. He said that it is estimated to take approximately one to two years. He said that what needs to be known is whether the County is going to contribute matched funds to the project, and if so, what percentage. There are a lot of fixed income residents in the two communities and funding is necessary to assist in the clean-up.

The towns will need to develop a sewage district or trust fund by August 1, 1993, so that it will be possible to have a written proposal for a solution to the sewage problems completed and submitted to the County by February 1, 1994.

Chairman Hart asked whether there was a Blanchard/Edison water system existing.

Mr. Karsh stated that there is an association but it is not empowered to tax.

Commissioner Wolden asked whether a committee was to be formed with the idea that the community has to take care of the problem, or with the idea that the County is to be involved; and, if the County does get involved, will it alter the guidelines and timeframes to be met?

Chairman Hart asked whether individual systems were failing or if the whole communities' water tables were failing.

Mr. Ridgeway stated that he was not sure. In the town of Edison, it is a community drainage system that runs into the slough. The pattern tested indicates a community-wide problem. The County cannot enforce action on an entire community to take care of a problem, whereas they can enforce an individual. The community has to decide if they are going to take care of the problem as a community.

Chairman Hart asked whether funds were available for individual systems to be repaired.

Mr. Ridgeway stated that he will apply for a revolving loan by June, 1993, so that there will be funds available for individuals. He felt that the communities were realizing that a community solution would be a more economically feasible solution. In any case, the communities have to publicly take a course of action for solving the problems by August 1, 1993. He said that the necessary improvements will be expensive.

Dana Rust, Edison Sewage Committee, addressed the Board. Mr. Rust stated that it is possible for individuals to correct their own sewage problems, but some are small lots and if the residents pool their resources it would create a better solution.

Dave Hall, Edison resident, stated that the two towns have similar populations, but felt that they should be able to work together. If an engineer was needed, the towns could jointly hire one. He felt that a grant writing process would be a difficult one, and that the County's assistance would be needed at some point.

Commissioner Robinson stated that there may be some type of assistance available to the towns through the Skagit Council of Governments (SCOG).

The Board unanimously agreed that the County would be able to provide some assistance to the towns for writing a grant application.

Doris Robbins, Edison resident, stated fears regarding the liability of the towns if they became their own public entities should a law suit occur from the industries that are being affected by the contamination. She also expressed that more information was needed by the towns regarding the entire situation.

Commissioner Robinson asked whether there were any interim measures available to keep the problem from worsening.

Mr. Ridgeway stated that the septic systems could be pumped on a regular basis, but this would be another considerable expense.

Mr. Karsh stated that any interim measures would be expensive to implement. These problems have progressed over the last 40 years. There had been rumors that there were problems in Edison in the past, but the State Health Department and local industries have not complained until recently.

Commissioner Wolden stated that there are other communities that are having the same type of problems, and it seems that the solutions are slow in being solved.

Mr. Ridgeway stated that if no complaints are received, there is no basis to inspect. The complaints regarding Blanchard and Edison began being received in November of 1992. He said that this type of situation is occurring all along the Washington Coast.

Chairman Hart stated that he would like to see the time line Mr. Ridgeway presented carried out, and that the County is willing to work with the Communities to solve the problems.

Mr. Karsh stated that the on-site sewage code contains permissive language on enforcement. It needs to be clear that if a community solution is to be followed, they will have to incorporate. The solutions will need to be planned, designed, and constructed, and at some point the communities will have to tax themselves in order to support the improvements, such as by a Utility Local Improvement District (ULID). If an assessment is to be placed on the communities it would have to be done through a sewer district. He did not know if the State would take action in the interim.

The Board stated that the County will provide assistance with the grant writing procedure, as much as possible, and requested that more information be provided to them regarding the situation.

2) Discussion - Request for Proposals Received from Private Laboratories for Ground Water Quality Testing.

Britt Pfaff, Environmental Health Specialist, discussed with the Board the results of a Request for Proposals that was received January 7, 1993, for laboratory services. The County had a contract with a professional laboratory to perform quarterly groundwater monitoring at the Inman, Sauk and Gibraltar Landfills as well as other projects through the year. The contract expired December 31, 1992. Ms. Pfaff stated that seven proposals were received. After reviewing, the top three proposals were determined to be Columbia Analytical, of Kelso, Washington; Weyerhauser, of Federal Way, Washington; and Laucks, of Seattle, Washington. Ms. Pfaff stated that the Health Department is seeking Board approval to proceed with negotiating a contract with Columbia Analytical for a one-to-three year contract. Negotiations would begin with the number one choice, and continue down the line if a satisfactory contract cannot be negotiated.

The Board gave unanimous approval to enter into negotiations for a contract as requested.

3) Discussion - Public Health Legislation.

John Thayer and Carolyn Milat held a discussion with the Board regarding current Public Health Legislation. The recommendations they presented to the Board included: 1) support of bills emphasizing prevention protection and promotion of healthy lifestyles, as being important to health care reform and include a funding mechanism for a shared funding mechanism for community based public health programs. 2) Support of enhanced enforcement tools for problem water systems (SB 5235); 3) support the transfer of a noise program to the State Department of Health (DOH) requesting adequate funding and coordination between DOH and local government. (SB 5036 and HB 1334) A letter will be prepared for the Board's signature. 4) Support of the requirement to disclose location of on-site sewage systems (SB 5045). 5) Support of prohibiting septic tank additives (SB 5028).

Commissioner Robinson felt that care needs to be taken on the County Based Local Health issue. He felt that the State needs to have their fair share of responsibility, rather than all the responsibility being on the County.

Chairman Hart felt that on the issue of problem water systems, no entity wants to take over a water system unless it is already in good standing.

Mr. Thayer stated that there will be a public hearing coming up regarding the noise program issue, to determine whether a certificate will be required for noise level testing. The Health Department is working on having Health Specialists trained so that they can become certified. Mr. Thayer related that there are two other on-site sewage issues dealing with required disclosures at the time of a sale of property. On the septic tank products issue, colleges have done research that shows the products are harmful to the systems.

Mr. Thayer stated that he would like to submit a letter to the State Board of Health regarding the Skagit County Board of Health's support on these issues.

The Board directed Mr. Thayer to compose a letter of support for their signature.

PUBLIC WORKS DEPARTMENT - RICH MEDVED, DIRECTOR:

These items were taken out of order for convenience and best staff time usage.

2) Signature - Supplement No. 1 County-State Agreement, Peter Anderson Road Railroad Crossing.

Doug Barnet, County Engineer, presented Supplement No. 1 to the County-State Agreement for the Peter Anderson Road Railroad Crossing for the removal of crossbucks, widen shoulders, extend culvert, install two shoulder-mounted, automatic flashing light devices, and gates. The Board signed the Agreement supplement. (Contract #01434).

3) Call for Bids - One New 1992 or 1993 Mid-Size Extended Body Passenger Van.

Charlie Tewalt, Fleet Manager, presented a resolution for approval and signature to call for bids for one new 1992 or 1993 mid-size extended body passenger van. Bids are to be received and opened February 24, 1993, at the hour of 1:30 p.m., in the Commissioner's Hearing Room, 202A, County Administration Building, 700 S. Second, Mount Vernon, Washington 98273.

Commissioner Robinson motioned to approved the resolution as presented, Commissioner Wolden seconded the motion, which carried unanimously. (Resolution #14730).

4) Call for Bids - One New 1993 Truck with Bed and Complete Highway Striping Apparatus Installed.

Mr. Tewalt presented a resolution for approval and signature to call for bids for one new 1993 truck with bed and complete highway striping apparatus. Bid are to be received and opened February 24, 1993, at the hour of 1:30 p.m., or as soon thereafter as possible, in the Commissioner's Hearing Room, 202A, County Administration Building, 700 S. Second, Mount Vernon, Washington 98273.

Commissioner Robinson motioned to approved the resolution as presented, Commissioner Wolden seconded the motion, which carried unanimously. (Resolution #14731).

5) Signature - Resolution - New Sub-Flood Control Zone Citizen Advisory Committee Appointment.

Dave Brookings, Flood and Drainage Control Engineer, discussed with the Board a need to fill four vacancies on the Sub-Flood Control Zone Citizen Advisory Committee. The recommended appointees are: Al Warkentin, 1402 Colony Road, Bow, Washington 98232, and Al Prentice, 369 Legge Road, Bow, Washington 98232, for the Blanchard Sub-Flood Control Zone; Dave Rohrer, 2071 Cook Road, Sedro-Woolley, Washington 98284, for the Sedro-Woolley Sub-Flood Control Zone; and John DeVlieger, 1695 Britt Road, Mount Vernon, Washington 98273, for the Britt Slough Sub-Flood Control Zone.

Commissioner Robinson motioned to approve the recommendations as presented, Commissioner Wolden seconded the motion, which carried unanimously. (Resolution #14732).

6) Signature - Resolution - Amendment of Resolution No. 8442 Skagit River Flood Control Committee.

Mr. Brookings presented to the Board a resolution for adoption appointing Todd Johnson, 115 Point Road, Anacortes, Washington 98221, to the Skagit River Flood Control Committee. It was felt that the Fidalgo

Island area was not well represented on the Committee, and Mr. Brookings asked that Mr. Johnson be appointed as representative of the Fidalgo area.

Commissioner Robinson motioned to adopt the resolution as presented, Commissioner Wolden seconded the motion which carried unanimously. (Resolution #14733).

7) Signature - Resolution Updating Solid Waste Advisory Committee.

Don King, Operations Manager-Resource Recovery Facility, stated that as previously discussed with the Board, the Solid Waste Advisory Committee (SWAC) member list was being presented with recommended appointees. The Cities still have the same members, but there are new appointees for the following elements: Environmental, Industry/Business, Demolition-Construction, District #1, District #3, and Student. Daniel Jones has expressed the desired to represent the Upper Skagit Tribes, but has not yet received Tribal Council consent.

Commissioner Robinson pointed out that the non-voting position for District #3 was vacant.

Mr. Medved noted that a correction was made to the original Attachment "A" that Glen Johnson represents District #2 and Susanne Gaudette represents District #1, not the other way around as was listed on the Board's information copies.

Chairman Hart stated that Skagit Audubon Society contacted him regarding the reappointment of Dr. Mark Backlund for the representation of the Environmental element. He felt that the recommendation of Don Collen was an excellent replacement, but would like to have Dr. Backlund reappointed or someone else that the Audubon Society feels is acceptable.

Commissioner Robinson asked whether all the recommended people had been contacted.

Mr. Medved said that they had been contacted, and all had agreed to serve.

Commissioner Robinson stated that he had no problem with Mr. Collen representing District #3, but a solution could be to place him in the vacant non-voting District #3 position and reappoint Dr. Backlund to the Environmental position.

Mr. Medved stated that he would rather Mr. Collen was in the District #3 voting position and Jim Henggeler was moved to the non-voting District #3 position.

Commissioner Robinson motioned to approve the revised SWAC as discussed, with a corrected Attachment "A" leaving the Upper Skagit Tribe representative position vacant until Tribal Council approval is given, reappointing Dr. Mark Backlund to the Environmental Element, appointing Don Collen to the voting District #3 position, and appointing Jim Henggeler to the non-voting District #3 position.

Commissioner Wolden seconded the motion, which carried unanimously. (Resolution #14734).

8) Signature - Litter Patrol Agreement with Chinook Enterprises.

Greg Eaton, Engineering Technician, presented to the Board an Agreement with Chinook Enterprises for the provision of work crews for various labor tasks. The County had previously contracted with Chinook Enterprises to remove roadside and public thoroughfare litter and debris. Mileage will be charged at \$.25 per mile for all miles traveled by the crew and labor will be \$32.00 per hour for a three-man crew. Cost of living increases will be re-negotiated in October.

Commissioner Robinson motioned to approve the Agreement as presented, Commissioner Wolden seconded the motion, which carried unanimously. (Contract #01569).

1) Discussion - Update on Regional Transportation Planning Organization Work (RTPO) Program.

David Baltz, Transportation Planner, presented to the Board an update on the District Work Plan Schedule and reviewed this years' program. The 1993-94 RTPO resources will be approximately \$33,600 in State RTPO funds for the July 1, through June 30 period, and \$18,000 in Federal funds for which the fiscal period runs from October 1, to September 30, which leaves a "bonus" of \$13,500 for the first of the year.

Mr. Baltz stated that the County may have to match a small amount of the funds. The State requires the planning process to be started and it will move along rapidly. He said that there are enough funds and special studies completed so that a full time RTPO Planner can be hired. The proposed recommendation is to hire a Planner to work for Skagit Council of Governments (SCOG), but be physically located in the Skagit County Public Works Department. SCOG does not have the ability to support the person in an office or with support staff. It was recommended that SCOG pay the salary, and complete performance evaluations, but set the salary by County pay schedule. The cost of the position would be approximately \$50,000 including overhead.

Commissioner Robinson asked where in the County offices the person would be located.

Mr. Baltz stated that there is room in his office at the Riverview building.

Mr. Medved stated that there are more details to be worked out and it was desired to propose the concept to the Board.

Commissioner Wolden stated that any funding should come from the RTPO fund.

Mr. Medved concurred, and stated that details regarding who is responsible for the persons activities are yet to be worked out.

Mr. Baltz presented a recommendation to adjust the 1992-93 RTPO Budget to remove funds that are felt will not be expended by the June 30, 1993, fiscal year-end, and give them to the City of Sedro-Woolley to fund a transportation study. This will benefit the City of Sedro-Woolley to be able to build into the Regional Plan.

The Board unanimously agreed to this budget adjustment.

9) Miscellaneous.

- A) Mr. Brookings discussed with the Board that on January 24 and 25, 1993, during a high storm event, a portion of dike was lost on the East Ford of the Nooksack River located off Beaver Lake Road in Drainage District #21. The District does not have the funding to make the necessary repairs, but is working on it. The State Department of Ecology (DOE) has been contacted regarding a Flood Control Assistance Account Program. Through a grant program, in emergency situations funds are available for eligible projects. The County must declare the situation an emergency in order to be eligible. The District will not be able to perform maintenance work without outside assistance. He recommended that the Board declare to the DOE that the loss of the portion of dike is an emergency situation in order to receive approximately \$25,000 to resolve the problem.

Commissioner Robinson motioned to approve a resolution declaring the dike damage as described by Mr. Brookings an emergency situation and authorizing the repair needed.

Commissioner Wolden seconded the motion, which carried unanimously. (Resolution #14735).

CONSENT AGENDA.

• ADMINISTRATION:

1. Dance License for Bobby Lees' Pub, 706 Old 99 N., Burlington, Washington 98233, Robert Lee McMurray and Rick K. Selhaver, Proprietors. License shall begin February 11, 1993 and end February 10, 1994. The Sheriff's Office has been notified and approves of the issuance of this license. (License #518).
2. Signature - Resolution to Call for Bids and Specifications for County Legal Printing. Sealed bids to be received and publicly opened in the Commissioners' Hearing Room, 202A, Skagit County Administration Building, 700 S. Second, Mount Vernon, Washington 98273, on Monday, March 29, 1993, at the hour of 1:30 p.m., or as soon thereafter as possible. (Resolution #14736).

* JUVENILE PROBATION:

3. Signature - Contract for Professional Services with Steve Taylor, Ph.D., 615 Seafirst Building, 1602 Hewett, Everett, Washington 98201, for specialized Juvenile sex offender evaluations, (group and/or individual) or consultations. Fee for service is \$80.00 per clinical hour, \$100.00 per hour for court-ordered evaluation and treatment. Contract term begins January 1, 1993. (Contract #01570).

* PUBLIC WORKS:

4. Signature - Call for Public Hearing - Vacation of Portion of Unused County Right-of-Way in the Vicinity of Conway. Public hearing to be Monday, March 1, 1993, at the hour of 10:00 or as soon thereafter as possible, in the Commissioners' Hearing Room, 202A, Skagit County Administration Building, 700 S. Second, Mount Vernon, Washington. (Resolution #14737).

* PARKS, RECREATION, AND FAIR:

5. Signature - Parking Lease Agreement between Skagit County, through the Parks, Recreation, and Fair Department and Brakefields Elite Physique, 302 Second Street, Mount Vernon, Washington 98273, for parking County vehicles on property owned by Brakefields. Agreement begins December 1, 1992, and continues until November 30, 1993, at the rate of \$6.00 per vehicle per month, and shall be paid on a quarterly basis in the months of March, June and September, 1993, and January, 1994. (Contract #01571).
6. Signature - Instructional Services Agreement with Rebekah Near for dance instruction on Tuesdays, Wednesdays, and Thursday, throughout the 1993 year at various times for various dance classes. Fee for instruction shall be no more than \$3.00 per person per class plus 10%. (Contract #01572).

* JUVENILE PROBATION:

7. Signature - Agreement with Northwest Family and Children's, 1303 S. Second, Mount Vernon, Washington 98273 for the provision of guardian ad litem services, and legal representation in juvenile dependency proceedings that qualify for such representation at public expense. The Contractor shall be compensated at the rate of \$45.00 per hour for services provided, and Attorneys engaged to provide legal representation under this Agreement shall be compensated at the rate of \$85.00 per hour. Contract term shall be from January 1, 1993, to December 31, 1995. (Contract #01573).

MISCELLANEOUS ITEMS.

- A) 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, February 8, 1993, the Board, by a majority vote, did approve for payment those vouchers included in the above-mentioned list and further described as follows:

Warrants #95008 through #95026 (Vouchers #95008 through #95026) in the amount of \$118,586.24. Transmittal Number R2-93.

- B) The Board approved and signed a resolution voiding Resolution No. 14634 due to improper procedure followed by the applicant for the annexation of property into a fire district. (Resolution #14739).

PRESENTATION AND DISCUSSION - ACTIVITIES OF TULIP FESTIVAL COMMITTEE.

This item was cancelled.

DISCUSSION - REQUEST FOR FUNDING ASSISTANCE, SKAGIT COMMUNITY MENTAL HEALTH CENTER.

Jere LaFollette, Skagit Community Mental Health Center Director, introduced the following Advisory Board members to the Board: Grace Koester, Fran Lunsford, Bob Warneke, and Betty Hicks. Also introduced was Karl Holzmuller, Child Psychiatrist for Skagit Community Mental Health Center.

Mr. LaFollette said that the Center provides a range of services, treating the chronically ill, adults treatment, elderly, and Viet Nam Veterans. The Center has been interested in children's services and children's mental health services for many years. Mr. LaFollette distributed a list of the children's programs available through the Center. These services are: Child Abuse Treatment, CHAPS Program, School Based Counseling and Case Management Services, Services for At-Risk Youth and their Families, Adolescent Day Treatment, Treatment, Outreach and Case Management for Hispanic Children and Families, Parenting Classes, Child and Adolescent Psychiatric Services, and Professional Consultation.

Mr. LaFollette said that there has not been a stable facility for children's services and the stability is needed. There have been five or six moves over the years. The Center is now in the process of locating a facility large enough and accessible for housing the children's services programs. The former State Patrol building on Memorial Highway, west of Mount Vernon, is being considered, and would be large enough. The building is in need of renovation, as it has not been remodeled since it was built in the 1950's. It is also in need of being brought into compliance with the Americans with Disabilities Act (ADA). The total renovation cost to make the building operational and functional is estimated to be \$102,000.00, as estimated by Harold Page, Architect. The breakdown of the costs are: ADA improvements \$25,000, Energy improvements (insulation, windows, etc.) \$20,000, General improvements \$45,000, and Phone System \$12,000. Mr. LaFollette stated that the plan is to purchase the building, which will require a considerable down payment. There needs to be a plan in place to work with different sources for funding without undue burden placed on any of the financiers. Requests for funding are being proposed to the utility companies, and they are requesting that the County assist with the costs associated with compliance with the ADA.

Commissioner Robinson said that he remembered a discussion in the past regarding the possibility of the County purchasing a building for Skagit Mental Health and being reimbursed.

Mike Woodmansee, Budget/Finance Director, stated that \$25,000 will not make or break the County. There has been a long standing relationship between Skagit Community Mental Health and the County, and previously the County retained ownership of the facilities in order to recoup the investment. Skagit Community Mental Health is requesting a grant from the County this time, that would not be repaid. If the Board gives direction to proceed, bonds will be issued. If the decision is made to contribute the financial assistance, it is important for the Board to keep in mind that this is a big example that is being set.

Mr. LaFollette stated that the problems that are being handled in the Center are of a calibre that has not been seen before. The Friendship House has a staff that works with only homeless children. There are problems in this County that never existed before. He said that if reimbursement to the County would be required, they will hire one less person and live within the budget.

Commissioner Robinson motioned to grant half of the funds requested and be reimbursed half.

Commissioner Wolden seconded the motion, which carried unanimously.

Mr. Woodmansee will draft a contract to the terms approved by the Board and present it at a later date for approval.

PRESENTATION - 1993 DATA PROCESSING WORK PLAN AND FACILITY TOUR.

Mr. Woodmansee introduced Steve Kleinbart, Data Processing (DP) Coordinator, John Holmes, Lewis Bogan, and Karen Radcliffe to the Board. Mr. Woodmansee stated that Karen had been in the Senior Services Department prior to being lured to Data Processing. On February 8, 1989, Mr. Kleinbart came to the County from Hewlett-Packard. Mr. Holmes has been with the County since April, 1992, and also came from Hewlett-Packard. Mr. Bogan was hired about three and a half years ago from Businessland.

Mr. Woodmansee stated that in 1989, the Sheriff's Office was on an all manual record keeping system, and the Assessor and Treasurer's Offices were on an antiquated system with Snohomish County. The Auditor's Department was on LGFS by modem to Snohomish County, and had a "home-grown" payroll system from Snohomish County. None of the County's computer systems communicated. Now, in 1993, the Sheriff's office is fully automated and is connected to the City of Burlington Police Department. The Assessor and Treasurer's Offices have only one task in Snohomish County. The Auditor has been on the GHRS payroll system for two years. Snohomish County is still using the 1989 system as the one they were trying to develop fell apart. Skagit County now has a 250 user network and two servers. If someone has a need to access a certain system, they have the ability to.

Mr. Kleinbart reviewed for the Board the responsibilities of the DP Personnel:

Karen Radcliffe, Computer Operator: IBM Operations, Applications Support, Purchasing/Inventory Tracking, and Secondary Network Administration.

Lewis Bogan, Computer Technician: Hardware Repair and Maintenance, Hardware Setup and Installation, Primary Network Administration, Network Backups.

John Holmes, UNIX Administrator: Primary UNIX Administration, Electronic Mail Administration, Secondary Network Administration, Secondary Hardware Support, Secondary Data Communications Support.

Steve Kleinbart, DP Coordinator: DP Administration/Project Management, System Management - overall security, technical direction, and resource management; System Analysis/Design, Database Application Programming, Primary Data Communications.

Geoff Almvig, Secondary UNIX Support: Mapping Management, technical Direction, revision security and control, and quality control; GIS Project Management, Engineering Support.

Kaaren Malson, Mapping Technician 2: Office Supervisor, Base Map Construction, retrieves and organizes Assessor mapping data, input data via COGO and digitizing methods; Posts Mapping Revisions.

Janice Baird, Mapping Technician 1: Retrieves and Organizes Public Works Rad Data, Base Map Construction, retrieves and organizes Assessor mapping data, and inputs data via COGO and digitizing methods; Posts Mapping Revisions.

Mr. Kleinbart said that Mr. Almvig runs the Mapping Center so well that he just oversees to be sure that all fits with the County plan. He said that all the Data Processing personnel are technical experts but they are approachable. He said that Snohomish County has 60 Data Processing employees, and feels that the four Skagit County Data Processing employees do an outstanding job running the most "State-of-the-Art" systems of any county in the State.

Mr. Kleinbart review the following to be the tasks planned for 1993:

Moves - wiring, and reconnection
Hardware Repair - Monitors, computers, disk drives, printers keyboards
Application Consulting - system analysis/design, interfaces to external agencies
Account Management/Network Security
Application Support
Order Control/Purchasing
Daily "Fires"

Mr. Kleinbart reviewed the first quarter of 1993 project list with the Board impressing upon them that the cost of the task does not compare with the burden of the task, in fact, usually just the opposite. The total Capital Expenses estimated for the first quarter of 1993 are \$93,400.00.

The Board toured the Data Processing Facilities, where no public comment was taken.

ADJOURNMENT

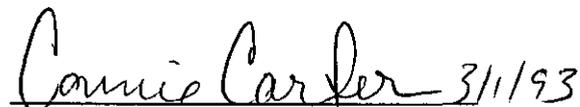
Commissioner Wolden motioned to adjourn the proceedings. Commissioner Robinson seconded the motion which carried unanimously.

BOARD OF COMMISSIONERS
SKAGIT COUNTY, WASHINGTON


Robert Hart, Chairman


Harvey Wolden, Commissioner

ATTEST:


Connie Carter, Clerk of the Board

Robby Robinson, Commissioner

