

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

**Monday, April 26, 1993**

10:00 a.m. - 11:00 a.m.      *Public Works Department - Rich Medved, Director:*

- 1)      Signature - Agreement Between Skagit County and Washington State Department of Transportation Regarding Overhead Charges.
- 2)      Signature - Resolution - Establishing C.R.P. Hobson Road, No. 2441.
- 3)      Signature - Resolution Calling for Bids for the Reconstruction of a Portion of Lake Cavanaugh Road, No. 0020.
- 4)      Signature - Plans for Lake Cavanaugh Road Reconstruction, No. 0020.
- 5)      Miscellaneous.

CONSENT AGENDA.

MISCELLANEOUS ITEMS.

1:30 p.m. - 2:00 p.m.      *Parks, Recreation, and Fair - Jon Aarstad, Director:*

- 1)      Signature - Trail Grooming Grant with State Parks and Recreation Department.
- 2)      Signature - IAC Grant, Ten Lake Recreation Area.
- 3)      Signature - IAC Grant, Burlington-Edison Regional Park.
- 4)      Recommendation for the Purchase of an Out-Front Rotary Mower.

2:00 p.m. - 2:30 p.m.      *Presentation - Soil Conservation District Annual Plan.*

2:30 p.m. - 3:00 p.m.      *Presentation - Plans for Humane Society Facility Improvements.*

3:00 - p.m. 3:30 p.m.      *Budget/Finance - Mike Woodmansee, Director:*

- 1)      Signature - Contract with Project Service Leadership Pertaining to Best SELF.
- 2)      Signature - Contract with Skagit Youth Services for Counseling Services Pertaining to the ARIS Program.
- 3)      Miscellaneous.

The Skagit County Board of Commissioners met in regular session on Monday, April 26, 1993, with Commissioners Robert Hart, Harvey Wolden, and Robby Robinson present.

**PUBLIC WORKS DEPARTMENT - RICH MEDVED, DIRECTOR:**

- 1)      Signature - Agreement Between Skagit County and Washington State Department of Transportation Regarding Overhead Charges.

Doug Barnet, County Engineer, presented an agreement between Skagit County and the WSDOT which waives the 8.81% that the WSDOT is currently charging as their overhead amount on work done for the County. Under the agreement, neither Skagit County nor WSDOT will charge the other agency for overhead

cc: all dept

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for reciprocating work. Since WSDOT consistently performs more work for Skagit County than the County does for WSDOT, Mr. Barnet stated, this agreement is in the County's best interest.

Commissioner Robinson motioned approval of the agreement. Commissioner Wolden seconded the motion, which passed unanimously. (Contract #001634)

2) Signature - Resolution - Establishing C.R.P. Hobson Road, No. 2441.

Mr. Barnet identified Hobson Road as being off of Bow Hill Road near I-5. The road has deteriorated over a number of years, and requires repair. Day labor by County forces will be used to repair the road, which will not include any drainage repair. This project is number three on the minor labor list of the Annual Road Program.

Commissioner Robinson motioned to approve County Road Project #2441 on Hobson Road in the amount of \$26,000 for engineering and construction to complete preliminary engineering and day labor funding for minor construction. Commissioner Wolden seconded the motion, which passed unanimously. (Resolution #14826)

3) Signature - Resolution Calling for Bids for the Reconstruction of a Portion of Lake Cavanaugh Road, No. 0020.

Mr. Barnet stated that staff is asking the Board to call for bids to engage a contractor to perform clearing and grubbing, roadway excavation, embankment, gravel base, culvert replacement and extension, crushed surfacing top course, guardrail work and other work necessary to complete repair of 1.78 miles of the Lake Cavanaugh Road.

Mr. Barnet reported that although the project is not funded on the annual road program, staff feels it is a necessary project and funds are available to complete it.

Commissioner Robinson motioned to adopt the resolution calling for bids to complete the road project #0020 on Lake Cavanaugh Road, to be opened on May 12, 1993, at 1:30 p.m. Commissioner Wolden seconded the motion, which passed unanimously. (Resolution #14827)

4) Signature - Plans for Lake Cavanaugh Road Reconstruction, No. 0020.

In accordance with the previous item, the Board signed the engineering plans for the reconstruction of 1.78 miles of Lake Cavanaugh Road.

5) Miscellaneous.

A. Ric Boge, Recycling Coordinator, gave information on an opportunity for the Board to nominate a business for the "Outstanding Achievement Pollution Prevention Award" given by the Governor. It is aimed at businesses that use innovative techniques to reduce pollution at their business sites. Last year Natural Blue of Ferndale, a business near Skagit County, received an honorable mention. Mr. Boge recommended that the Board nominate Cascadian Farms, a Skagit County business, for this year's award. Mr. Boge stated that Cascadian Farms has been a leader in the entire country in the elimination of chemicals in the production of natural produce.

Mr. Boge had prepared a letter for the Board to send indicating their interest in nominating the firm, which would be followed by a completed application before Friday.

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Commissioner Wolden motioned to nominate Cascadian Farms for the Governor's Award. Commissioner Robinson seconded the motion, which passed unanimously.

- B. Mr. Medved referenced a bar removal project near the Skagit River Bridge at Burlington. A component of the project requires the relocation of power poles. The cost to move the poles will be around \$36,000. The entire project will cost in the neighborhood of \$100,000, and is being performed in partnership with Dike District #12. GTE is prepared to proceed with the pole relocation, and Mr. Medved asked for the Board's concurrence to proceed.

Chairman Hart motioned to proceed with the relocation of the utility lines. Commissioner Robinson seconded the motion, which passed unanimously.

- C. Mr. Medved stated that last year Skagit County agreed to contribute \$10,000, along with Island County, to construct a walkway on Deception Pass Bridge. Skagit County has now received an agreement with the State Department of Transportation to remit those funds. The Budget/Finance Director has approved that those funds will come from Fund #102.

Commissioner Wolden motioned to honor our previous commitment to contribute \$10,000 to the special path fund. Commissioner Robinson seconded the motion, which passed unanimously. (Contract #001635)

### CONSENT AGENDA.

Commissioner Robinson motioned to approve the Consent Agenda of April 26, 1993, as presented. Commissioner Wolden seconded the motioned, which passed unanimously.

#### • ADMINISTRATIVE SERVICES:

1. Signature - Contract for Professional Services between Skagit County and Integrated Claims Management, 6140 Capitol Blvd., Box 700, Tumwater, Washington 98501, for representing the County interests at Board of Industrial Insurance Appeals. Contract commences April 26, 1993, and terminates December 31, 1993. Contractor shall be compensated at the rate of \$65.00 per hour, and \$.35 per mile for travel. (Contract #001636)

#### \* COMMISSIONER'S OFFICE:

2. Record of the Proceedings for the week of April 12, 1993.
3. Record of the Proceedings for the week of April 19, 1993.

#### • JUVENILE PROBATION DEPARTMENT:

4. Signature - Professional Services Contract with Charles M. Britt, 819 N. Fourth, Mount Vernon, Washington 98273, for the provision of psychological examinations, evaluations, counseling, outpatient treatment and other services within the Contractor's field of expertise for selected juveniles as referred by the County. Contract commences February 1, 1993, and continues until terminated. Fees for services - \$60.00 per hour. (Contract #001637)

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\* **NOXIOUS WEED BOARD:**

5. Signature - Contract for Professional Services with Phillip Jost, 791 Pinelli Road, Sedro-Woolley, Washington 98284, for the transporting of a County employee on Sauk and Skagit Rivers for the eradication of noxious weeds and survey work. County shall compensate Contractor at the rate of \$285.00 per day and \$75.00 per day for insurance coverage. Contract shall commence May 15, 1993, and terminate September 15, 1993. (Contract #001638)

\* **PARKS, RECREATION, AND FAIR:**

6. Signature - Agreement for use of school facilities between Skagit County Parks and Clear Lake School for the use of the Auditorium, May 9, 1993, from 7:00 p.m. to 8:30 p.m., for a dance recital. (Contract #01292)

\* **PERMIT CENTER:**

7. Signature - Agreement with International Conference of Building Officials to perform plan checking services at a rate not to exceed 55% of the Building Permit fee as published in Table 3A of the 1991 edition of the Uniform Building Code and other fees as shown in Exhibit"A." (Contract #001639)

\* **PUBLIC WORKS DEPARTMENT:**

8. Signature - Final Cost Records for Bayview-Edison Road, C.R.P. No. 3120-3.
9. Signature - Resolution Calling for Bid for Asphalt Overlay on Pioneer Highway. Washington. (Resolution #14828)
10. Signature - Resolution Establishing an Eligibility list for Road Maintenance Rental Equipment. (Resolution #14829)
11. Signature - Call for public hearing for the consideration of a speed limit reduction on Fonk Road, No. 0630; Fox Road, No. 0649; Richard's Place, No. 9093; and Ranger Station Road, No. 9770. Said public hearing to be held May 17, 1993, at the hour of 10:00 a.m., or as soon thereafter as possible, in the Commissioners' Hearing Room, 202A, Skagit County Administration Building, 700 S. Second, Mount Vernon, Washington. (Resolution #14830)

**MISCELLANEOUS ITEMS.**

- A. Roger Howard, Facilities Manager, reported on the bid opened last week for removal of six wood frame houses. The low bidder has indicated that because of a misplaced decimal point, \$4,300 should have been \$43,000 within his bid calculation. SRV Construction, Inc., has indicated that they are still willing to perform the work at the bid submitted, which was approximately \$49,000.

The Board discussed the economic stability of the company with Mr. Howard, who indicated that his research into the company is not yet complete. The Board directed Mr. Howard to continue with his research and report the results. Mr. Howard stated that the next higher conforming bid, at \$61,000 from Taylor Excavating of Stanwood, is \$12,000 higher than that received by SRV Construction.

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- B. In accordance with action previously taken, the Board signed a resolution concerning amendments to the Lake Tyee Planned Unit Development conditions. (Resolution #14831)
- 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, April 26, 1993, the Board, by a majority vote, did approve for payment those vouchers included in the above-mentioned list and further described as follows:

- 1) Vouchers #3004698 through #3005589 (Warrants #3005529 through #3005606) in the amount of \$570,995.75. Transmittal #C16-93.

**PARKS, RECREATION, AND FAIR - JON AARSTAD, DIRECTOR:**

- 1) Signature - Trail Grooming Grant with State Parks and Recreation Department.

Steve Colby, Parks Department Special Operations Manager, stated that prior to this year, the County's snowmobile trailing grooming has been performed by a private party, Wes Severson of Sedro Woolley, in conjunction with the State Parks and Recreation Department. Mr. Severson has now decided to get out of the trail grooming business, and the County has agreed to participate in his place. A total of \$17,000 was allocated by the State Parks Department last year for trail grooming. This year, \$23,100 is being requested by the Skagit County Parks Department for the grooming project. The money will be used to hire a temporary operator for the trail grooming equipment. Volunteers will place signs, perform as "outriders" with the trail groomer, provide seasonal clean up of trails, and comprise an advisory group to the County Parks Department. A snowcat groomer and truck with which to haul it has been purchased in previous years by the State Parks Department. A cooperative agreement with the Forest Service allows this trail grooming project on U.S. Forest Service land. Cross-country skiers and hikers also use these groomed trails.

Mr. Colby requested approval of the grant application to the State Parks and Recreation Department in the amount of \$23,100 for the project described.

Commissioner Robinson motioned to approve the grant request to the State Parks and Recreation Department for snowmobile trail grooming for the winter, 1993-94, season. Commissioner Wolden seconded the motion, which passed unanimously.

- 2) Signature - IAC Grant, Ten Lake Recreation Area.

Mr. Colby submitted an application proposal to the IAC, along with a resolution, regarding the acquisition of land surrounding Ten Lake. The Ten Lake area is a remote wilderness area south of Mount Vernon that is being offered for sale in early May by a private owner. The possibility exists that the property may be sold to other outside interests, and members of the Board have expressed an interest in acquiring the approximately 15.9 acres of land for the public good. A total grant request of \$62,220 is being made to purchase the property on behalf of the County. The total amount Skagit County will offer for the property is \$124,440.00. If the property is purchased by the County before the outcome of the IAC grant application is known, the County may still pursue IAC funding to be made retroactive to the date of the purchase.

Al Berger of Clear Lake asked if the price was consistent with other properties of a similar nature. Commissioner Wolden explained that he understood the price to include the value of the old growth timber existing on the property, although the County does not intend to log the property. He explained that a Lake

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Ten Conservancy group has pledged to contribute half of the purchase price. Mr. Colby stated that the value of the property is \$118,600, according to documents he has received.

Commissioner Wolden motioned to approve the submittal of the IAC grant application for the Ten Lake recreation area acquisition. Commissioner Robinson seconded the motion, which passed unanimously. (Resolution #14832)

### 3) Signature - IAC Grant, Burlington-Edison Regional Park.

Mr. Colby explained that when the Burlington-Edison Regional Park was constructed several years ago, there were some items left uncompleted in order to meet budget and construction constraints. A restroom, additional parking on Burlington Boulevard, hard surface pathways and fencing, water fountains, tables, benches and bleachers remain unfinished. The Burlington-Edison School District has budgeted funds to complete these projects. The County and the BESD have agreed to jointly apply for IAC grant funding to complete these projects, although the County's commitment would be limited to administrative time, leaving any matching funds the responsibility of the District.

Chairman Hart motioned to approve the resolution and application to the IAC for funding for the Burlington-Edison Regional Park. Commissioner Robinson seconded the motion, which passed unanimously. (Resolution #14833)

### 4) Recommendation for the Purchase of an Out-Front Rotary Mower.

Mr. Colby explained that the Board has previously given permission for the Parks Department to seek telephone and written quotations for an out-front rotary mower. Permission was also given to seek quotations to construct a covered area for storage of the snow cat at the Rockport county shop area.

Mr. Colby provided the quotation results for the storage construction, and Jack Davis, Parks Department Parks Supervisor, provided quotation information on the mower.

By motion and second, the Board unanimously approved both purchases.

## PRESENTATION - SOIL CONSERVATION DISTRICT ANNUAL PLAN.

Vicki Messman, Executive Director of the Soil Conservation District, introduced the Soil Conservation District Board to the Board of Commissioners. The members present were Jerry Vanderveen, Mark Hitchcock, Betty Norton, Steve Nessley, and Dale Tenneson, Resource Technician.

Ms. Messman gave information on the Soil Conservation District's annual plan, which encompasses the period from July 1, 1993, to June 30, 1994. A copy of the plan was provided to each member of the Board.

Ms. Messman also presented a proclamation declaring this week as "Soil and Water Stewardship Week". Commissioner Wolden motioned to declare the week of April 25 through May 2 as "Soil and Water Stewardship Week" in Skagit County. Commissioner Robinson seconded the motion, which passed unanimously.

Finally, Ms. Messman requested the Board sign a letter of support for the Soil Conservation District's grant proposal to the Washington State Conservation Commission to fund a project coordinator for the Soil Conservation District's Stream Enhancement project. Commissioner Wolden motioned to sign the letter submitted. Commissioner Robinson seconded the motion, which passed unanimously.

PRESENTATION - PLANS FOR HUMANE SOCIETY FACILITY IMPROVEMENTS.

Sandy Nelson, Director of the Skagit County Humane Society, explained that the Humane Society Facility at 1641 Kelleher Road, which was built in 1973, has become inadequate to handle the number of animals it is receiving. The facility was originally built with volunteer help on property leased from Skagit County for \$1 per year. A grant request has been submitted to the Marguerite Doe Foundation to fund improvements. As an extensive remodel is being planned, Ms. Nelson felt that the Board would wish to hear about the plans. Several other grant applications have also been submitted, and about \$50,000 has been raised toward the facility improvement.

The Board reviewed the blueprints of the facilities improvements with Ms. Nelson.

BUDGET/FINANCE- MIKE WOODMANSEE, DIRECTOR:

1) Signature - Contract with Project Service Leadership Pertaining to Best SELF.

Mr. Woodmansee provided a proposed contract with Project Service Leadership, whose executive director is Kate McPherson. Within the Scope of Work of the contract, a great deal of time is devoted to developing a handbook and other educational materials to benefit the Best SELF program. Last year, the Project Service Leadership services were funded through another, independent grant in the amount of \$10,000. Since those grant funds are not available this year, Ms. McPherson is requesting that the County provide those funds.

Mr. Woodmansee stated that the Best Self budget is about \$350,000. Approximately \$150,000 is contributed by Skagit County. User fees account for about \$80,000 of the budget. Additionally the Mount Vernon School District is contributing \$20,000, the Anacortes School District gives \$5,000, the Higher Education Council contributes \$37,000, and donations from service clubs total approximately \$8,700. The net cost to fund 22 rooms is \$184,000. Last year only 15 rooms were funded.

Approximately \$8,000 remains to fund a Middle School program, which is new this year. The majority of the Middle School participants will be kids who have been required to attend summer school. The Best SELF program plans to provide both educational experience and work experience in the form of the completion of a manufactured product by the students during the program duration. Mr. Woodmansee promised a more detailed report on the Middle School program after his meeting with other Best SELF program administrators later this week.

Chairman Hart motioned to approve the contract with Project Service Leadership, as submitted. Commissioner Wolden seconded the motion, which passed unanimously. (Contract #001630)

2) Signature - Contract with Skagit Youth Services for Counseling Services Pertaining to the ARIS Program.

Mr. Woodmansee explained that traditionally, ARIS has held several service contracts with various contractors for counseling services. A canvass of the costs for these services indicates that the cost is greater than for counseling services provided by Skagit Youth Services. The ARIS employees have identified a maximum of 10 clients whom they would anticipate referring to Skagit Youth Services for counseling services. If the services provided are commensurate with those ARIS has enjoyed with other independent contractors, an addendum may be added to this contract for additional clients.

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Commissioner Robinson motioned to approve the contract with Skagit Youth Services. Commissioner Wolden seconded the motion, which passed unanimously. (Contract #001631)

3) Miscellaneous.

- A. Alicia Huschka, Accountant, was introduced to the Board of Commissioners. She joined Skagit County employment approximately one month ago.

Ms. Huschka reviewed the tasks she has been performing within the Health Department since their accounting position was eliminated. She stated that she has been "flow charting" the activities and paper flow of the clinics in the Health Department. This will assist in determining whether the Medical Manager software, which the County is considering for purchase for the Health Department, will be applicable. Better use of LGFS (Local Government Finance System) within the Health Department has also been targeted as a project for Ms. Huschka. After development of an "overhead allocation scheme" LGFS will be fully functioning within the Health Department's financial operation. Grant billings are now current and accurate in the Health Department as well.

The Parks Department will be the next area targeted for financial operation review by Ms. Huschka and Mr. Woodmansee.

- B. Mr. Woodmansee presented a resolution calling for a public hearing to consider amending the 1993 Skagit County Budget in the amount of \$120,000 for the Best Self program. This adds the service fees, the donation money and the money pledged by the school districts for the Best SELF program to the County's 1993 budget. Mr. Woodmansee explained that any time money is added to the budget, it must be done following a public hearing.

Commissioner Robinson motioned to approve the resolution calling for a public hearing on May 10, 1993, to consider the amendment of the 1993 budget in the amount of 120,000. (Resolution #14834)

- C. Mr. Woodmansee presented a budget line item change resolution in the amount of \$6,000 for the Civil Service budget. Last year, when the long-time civil service secretary, Bert Williamson, retired, a Civil Service Examiner was hired to replace Mr. Williamson. No salary money exists in the budget for the new Examiner's salary, and the \$6,000 would be appropriated from the Contingencies line item to the Civil Service budget.

Mr. Woodmansee reviewed the Contingencies line item and how it will be used over the year.

Commissioner Robinson motioned to approve the resolution authorizing a budget line item change in the amount of \$6,000 for the Civil Service budget from the Contingencies line item, all within the Current Expense Fund. Commissioner Wolden seconded the motion, which passed unanimously. (Resolution #14835)

- D. Mr. Woodmansee reviewed the County's monthly sales tax summary with the Board.

- E. Mr. Woodmansee reviewed a summary of library services agreements with each of the Cities that possesses a public library. Originally, the funding of these city libraries was intended to offset the use of libraries by County residents. The only concession was that the city libraries must charge a library use fee to non-city residents. Recently, the city public libraries funding topped \$100,000



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per year. This money is distributed at this time of year after approval by the Board. Mr. Woodmansee indicated that he will institute the approval process in the near future.

Recently, Mr. Woodmansee stated, issues regarding the requirement of fees for library services have surfaced within the City of Mount Vernon. Additionally, the Town of LaConner has been interested in the formation of a Library District for the past year. The County could start in motion the process for implementing a Library District that would be county-wide, if the Board should so desire. These issues may surface during the approval process, Mr. Woodmansee warned.

**ADJOURNMENT:**

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

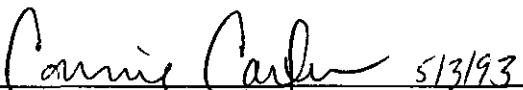
BOARD OF COUNTY COMMISSIONERS  
SKAGIT COUNTY, WASHINGTON

  
\_\_\_\_\_  
Robert Hart, Chairman

  
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Robby Robinson, Commissioner

  
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Harvey Wolden, Commissioner

ATTEST:

  
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Stephanie Wood, Clerk  
Skagit County Board of Commissioners

