

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

**Monday, July 12, 1993**

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

Public Works Department, Rich Medved, Director:

- 1) Discussion - Consultant Selection for the Old Highway 99, Cook Road Intersection.
- 2) Guarantee of Payment Agreement Between GTE Northwest and Skagit County.
- 3) Miscellaneous.

CONSENT AGENDA.

MISCELLANEOUS.

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

Request by Housing Authority for Bond Guarantee.

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

1994 Budget Call and Department Head Meeting.

3:30 p.m. - 4:30 p.m.

Executive Session - Personnel.

The Skagit County Board of Commissioners met in regular session on Monday, July 12, 1993, with Commissioners Hart, Wolden and Robinson present.

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

- 1) Discussion - Consultant Selection for the Old Highway 99, Cook Road Intersection.

Doug Barnet, County Engineer, addressed the Board requesting authorization to begin negotiations with Perteet Engineering of Everett, Washington, for consultant services for the Old 99/Cook Road Intersection CRP #6300-5. The Public Works Engineering Department previously advertised for a Consultant Roster for firms interested in supplying services during the 1993-1994 biennium. Three responses were received, and Perteet Engineering was found to be the most qualified to design the signal at the intersection of Old 99 and Cook Road.

Commissioner Robinson motioned to authorize the Public Works Engineering Department to begin negotiations with Perteet Engineering, Everett, Washington, for consulting services for the signalization of the Old 99 - Cook Road intersection. Commissioner Wolden seconded the motion, which carried unanimously.

- 2) Guarantee of Payment Agreement Between GTE Northwest and Skagit County.

Dave Brookings, Flood and Drainage Engineer, presented a request for service and Guaranty of Payment agreement with GTE, Northwest Incorporated for the utility relocation near the Burlington Northern Railroad Bridge. This work is in conjunction with the project to remove material from the river channel at the same location. The County will pay \$36,171.00 out of the River Improvement Fund. Mr. Brookings stated that the Public Works Department is also in the process of negotiating a cost share agreement with Dike District #12.

Commissioner Wolden motioned to approve and sign the Guarantee of Payment as presented. Commissioner Robinson seconded the motion, which carried unanimously. (Contract #01705).

3) Miscellaneous.

- A) Robin LaRue, Assistant Public Works Director, stated that during the haulout of the MV/Guemes ferry, Arrow Launch was contracted to transport passengers to and from Guemes Island. The contract states that the County will provide fuel and lubricants for the Arrow Launch vessel during the contract period. The fuel costs were billed to Arrow Launch instead of to the County. Mr. LaRue presented to the Board a resolution for approval and signature amending Contract Number 01679 allowing for the reimbursement of fuel costs to Arrow Launch Service in an amount not to exceed \$1,500.

Commissioner Wolden motioned to approve the resolution as presented. Commissioner Robinson seconded the motion, which carried unanimously. (Resolution #14938).

Chairman Hart motioned to approve the Consent Agenda for July 12, 1993. Commissioner Wolden seconded the motion, which carried unanimously.

\* COMMISSIONER'S OFFICE:

1. Record of the Proceedings for the Week of July 5, 1993.

\* HEALTH DEPARTMENT:

2. Signature - Interagency Agreement with WSDSHS for a home-based Public Health Nurse and case-management services for families with children at risk of child maltreatment. Maximum funds provided shall not exceed \$20,790.00 for the period beginning July 1, 1993, and terminating June 30, 1994. (Contract #01706).
3. Signature - Resolution terminating the Interlocal Agreement between Island County and Skagit County relating to Juvenile Detention Services. Termination to be effective October 15, 1993. (Resolution #14932).

\* PUBLIC WORKS:

4. Signature - Contract with Wilder Construction for the total amount of \$450,100.00 for the Eagle Hill, Upper Samish, and Butler Hill Rock Crushing Project. Work shall commence during the first two weeks of August, 1993. (Contract #01707).
5. Signature - Resolution for the Declaration of Sole Source Replacement Components for the Guemes Ferry. Source being Ulstein Marine, Ltd., 96 North Bend Street, Coquitlam, B.C. Canada V3K 6H1. (Resolution #14933).
6. Signature - Resolution - Bid Award for the Cedardale Road, et al, asphalt overlays, to the lowest bidder, Associated Sand and Gravel, for the bid amount of \$489,171.58. (Resolution #14934).
7. Signature - Resolution - Call for Public Hearing regarding the franchise application for Starcom Service Corporation. The proposed area for franchise along the entire length of

Old Highway 99 North from the Whatcom County line to just north of Burlington city limits for underground installation of fibre optic cable. (Resolution #14935).

8. Signature - Resolution - call for public hearing regarding a petition submitted by Hurn Shingle Company for the vacation of unused right-of-way along the Concrete Sauk Valley Road in the Concrete area. (Resolution #14936).
9. Signature - Consultant Services Agreement, Supplement #4, for Inman study and remediation project with Parametrix. This supplement will allow the consultants to provide design and construction services for the ash cell closure, installation of landfill gas extraction wells and piping to Phase 1; and completion of the landfill gas system's flare facility at Inman Landfill. The total supplement amount is \$189,311.20. (Contract #01344).

\* RECORDS MANAGEMENT:

10. Signature - Agreement covering reimbursable services with the State of Washington, Office of Secretary of State for microfilm processing and film duplicating. Contract period is July 1, 1993 through June 30, 1995. Total estimated cost for the period - \$1,986.90. (Contract #01708).

• SHERIFF'S OFFICE:

11. Signature - Resolution - call for bid for the purchases and delivery of canned goods, staples, meat and paper products for the Skagit County Jail. Bids will be received and opened on July 28, 1993 at the hour of 1:30 p.m., or as soon thereafter as possible, in the Commissioners' Hearing Room, 202A, Skagit County Administration Building, 700 S. Second, Mount Vernon, Washington. (Resolution #14939).

\* FACILITIES:

12. Personal Services Contract with Gary's Painting & Wallcovering, P.O. Box 2029, Mount Vernon. Contract is for the provision of painting and providing necessary materials and labor to prepare and paint walls and ceiling in the Records Management office. Total contract amount \$1,298.87. Contract commences upon full execution, and expires July 31, 1993. (Contract #01709).

MISCELLANEOUS.

- A) Connie Carter, Clerk of the Board, presented a resolution for approval and signature to call for a public hearing July 28, 1993, at the hour of 1:00 p.m., or as soon thereafter as possible, in the Commissioner's Hearing Room, 202A, Skagit County Administration Building, 700 S. Second, Mount Vernon, Washington, regarding placing a proposition on the September 14, 1993 ballot regarding forming a rural partial-county library district within the LaConner School District.

Chairman Hart motioned to approve the resolution as presented. Commissioner Robinson seconded the motion, which carried unanimously. (Resolution #14937).

- B) Ms. Carter presented a Draft of the Northwest Regional Council (NWRC) Interlocal Agreement as amended July 24, 1993 to the Board for consideration. The Board will review and discuss this document further with members of the NWRC.

**REQUEST BY HOUSING AUTHORITY FOR BOND GUARANTEE.**

Mike Woodmansee, Budget/Finance Director, stated that Housing Authority representatives would be presenting the subject information to the Board. He said that the request they are proposing is one only the Board can answer, and the answer does not need to be made today. Mr. Woodmansee said that the request is for the County to guarantee, or co-sign a potential debt the Housing Authority is considering issuing.

Mr. John Smith, Housing Authority, addressed the Board and introduced four of the five Housing Board members: Ms. Pat Parker, Employment Security, and Mount Vernon City Council member; Mary Anderson, Employment Security; Mary Lamb, former Mayor of LaConner, and chairperson for the Housing Authority; and Representative Rob Johnson. Mr. Smith stated that Midge Taylor, Executive Director, Burlington Chamber of Commerce is the other member of the board and was not able to attend the meeting.

Mr. Smith stated that in 1988 the Skagit County Board of Commissioners passed a resolution regarding the need for safety standards for low income housing. Currently, the Housing Authority of Skagit County has an operating agreement with the cities of Mount Vernon, LaConner and Burlington. None of these cities have a housing authority in operation.

Mr. Smith said that the Housing Authority operates Section 8 housing County-wide. There are 85 units of elderly and disabled housing. Mt. Baker Meadows is farm worker housing. Mr. Smith stated that there is a weatherization program and insulation program available through their office. The Housing Authority has received a loan from the Washington State Department of Community Development and Community Action Grants. He said that Housing authorities can also issue bonds or implement taxation for housing funds.

Mr. Smith said that median income for families of four in Skagit County is approximately \$28,000 per year, which equates to \$14.00 per hour. Most jobs in the County pay less than this.

Ms. Anderson stated that the goal of the jobs program is to promote self sufficiency. There is a need for on the job training, and the placement rate is good. She said that there have been individuals that were able to become self sufficient.

Mr. Smith stated that there is not a lot of federal assistance available currently. Housing Authorities are looking to bond issues. Most local governments have agreed to give a debt service reserve where a one year debt service is financed in a bond issue and placed with a trustee. It is not available unless extraordinary circumstances occur where the bond interest cannot be paid. The sale of the bonds has been assisted when local governments agree to support it.

The Board will consider the proposal and review the sample loan agreement from Whatcom County provided to them by Mr. Smith. This item will be discussed again at a later date.

A copy of the sample loan agreement from Whatcom County will be given to John Moffat, Chief Civil Deputy Prosecuting Attorney, for review.

**1994 BUDGET CALL AND DEPARTMENT HEAD MEETING.**

Jerry McInturff, County Auditor, stated that the County is required by law to call for the budget this day. He said that Budget packets would be available for each department after the meeting and are due back to the Auditor on August 9, 1993. He said that September 7, 1993, he will provide the unedited budget requests to the Board for review. Mr. McInturff said that the forms used are basically the same as in years prior. The sheet the public and media will use is the Overview Summary sheet. He requested that the checklist and declaration be signed off, and if there are any forms not used, mark N/A on them and return them with the package. He requested that figures be rounded to the dollar. There will be a budget workshop Tuesday, July 20, 10:00 a.m., in Hearing Room A.

Mr. Woodmansee stated that there are approximately 100 different revenue sources from which the County receives funding. Four of these sources comprise two-thirds of the Current Expense Fund: property taxes, sales tax, timber taxes (from private and state lands), and investments. These four sources add up to approximately 13 or 14 million dollars per year. He said that property tax is the only revenue that has a predictable growth pattern due to the restriction of 6% growth from one year to the next. The other sources of revenue fluctuate significantly. Sales tax is comprised of retail and new construction. Interest earning is dictated by market place interest rates which are low currently. Timber revenues are unpredictable. Currently the cut is down, and the price is up. The timber tax revenue is currently similar to what it was in the late 1980's and early 1990's. Mr. Woodmansee said that the 1994 budget needs to be structured in such a way to provide the best service to the people with the money available.

Chairman Hart stated that currently there is \$600,000 designated for criminal justice funding to be received. If the State Legislature passes initiative 601 or 602, the first funding to be cut will probably be criminal justice funding.

Chairman Hart stated that the Commissioners are freezing their own salaries and the cost of living increase will not happen. He emphasized that the budget must be kept within a 2% increase of the 1993 budget. Specific requests will be reviewed and considered.

Commissioner Wolden stated that he hoped that department forecasts will be kept within the 2% allowance.

Phyllis Coole-McKeehan, Skagit County Clerk, asked whether the 2% increase included salary step increases.

Mr. Woodmansee confirmed that it did.

Mr. McInturff stated that the budget packages include a worksheet for personnel step increases, which have been calculated for those employees due a step increase in 1994.

Steve Kleinbart, Data Processing Coordinator, requested that all departments submit their computer related requests for 1994 to him to compile in the Data Processing budget. He said that he will need to receive the material two or three weeks ahead of when the budget packages are due back to the Auditor's office.

**MISCELLANEOUS**

A) Chairman Hart introduced Pat Pearce, Director - Public Health, to all present.

- B) Bob Taylor, Administrative Officer stated that the fumes in the courthouse building caused by the seal coat sprayed on the building is causing irritation to several employees. He said that the first floor of the building is the worst, and the Assessor's office and Treasurer's office will be closed for the day. The Treasurer's office will operate tomorrow with a limited crew, and rotation of staff. Mr. Taylor said that a press release will go to local radio stations to notify the public of the closures. Mr. Taylor will meet with Roger Howard, Facilities Manager, to devise a method of ventilating the building.

Ms. Coole-McKeehan asked what the procedure would be for those employees leaving the work place due to the fumes.

Mr. Taylor stated that sick leave would not be deducted from any person's account that missed worked due to the effects of the fumes.

will rotate staff equally for hours and will not dock sick leave there either.

**ADJOURNMENT**

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


BOARD OF COMMISSIONERS  
SKAGIT COUNTY

  
Robert Hart, Chairman

  
Harvey Wolden, Commissioner

  
Robby Robinson, Commissioner

ATTEST:

  
Corinie Carter, Clerk of the Board  
Skagit County Commissioners

