

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

Monday, September 27, 1993

- 8:00 a.m. - 8:15 a.m. 1) Public Hearing - Supplemental Budget.
 2) Resolution - Modifying Skagit County's Cost Assessment Policy.
 3) Resolution - Establishing 1993 Cost Allocation.
- 8:15 a.m. - 8:30 a.m. Resolution - Recognizing Tribal Governments in Skagit County and Their Bonds with Skagit County Government.
- 8:30 a.m. - 9:00 a.m. Discussion - County Base Maps - Public Access by Computer - Steve Kleinbart, Data Processing Coordinator.
- 9:00 a.m. - 10:00 a.m. Executive Session - Litigation, Personnel.
- 10:00 a.m. - 11:00 a.m. Public Works Department - Rich Medved, Director:
- 1) Resolution - Bid Award Recommendation - Inman Landfill Ash Cell Closure and Gas System Improvements.
 - 2) Resolution - Bid Award Recommendation - Leachate Hauling.
 - 3) Contract - Hansen Creek Sub-Flood Control Zone Project - Arne Svendsen Construction.
 - 4) Utility Relocation Agreement - Skagit River Channel Improvement Project - Burlington Northern Railroad.
 - 5) Contract - Skagit River Channel Improvement Project - Janicki Construction.
 - 6) Miscellaneous.

CONSENT AGENDA.

MISCELLANEOUS ITEMS.

- 11:00 a.m. - 11:30 a.m. Discussion - Fee Schedule for Burning Permits.

Budget Work Sessions:

- 1:30 p.m. - 2:00 p.m. Clerk's Office.
2:00 p.m. - 2:30 p.m. Assessor's Office.
2:30 p.m. - 3:30 p.m. Administrative Services.
3:30 p.m. - 3:45 p.m. Insurance Services.
3:45 p.m. - 4:00 p.m. Civil Service Commission.
4:00 p.m. - 4:15 p.m. Veteran's Services.
4:15 p.m. - 4:30 p.m. Commissioners.

The Skagit County Board of Commissioners met in regular session on Monday, September 27, 1993, with Commissioners Robert Hart, Robby Robinson and Harvey Wolden present.

BUDGET/FINANCE DEPARTMENT:

- 1) Public Hearing - Supplemental Budget.

Chairman Hart waived the reading of the Notice of Public Hearing, as published in The Skagit Argus.

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Robert Taylor, Administrative Officer, explained that the Human Services Fund has received grant funds in excess of the amount anticipated in the 1993 budget. In order to properly account for these funds, he stated, it is necessary to adopt a resolution modifying the 1993 budget.

Hearing no public comment, Commissioner Wolden motioned to close the public hearing. Commissioner Robinson seconded the motion, which passed unanimously.

Commissioner Wolden then motioned to approve the resolution authorizing a supplemental budget in the amount of \$50,000 for the Human Services Fund to properly account for grant funds. Commissioner Robinson seconded the motion, which passed unanimously. (Resolution #15027)

2) Resolution - Modifying Skagit County's Cost Assessment Policy.

Mr. Taylor explained that the County is authorized to assess the County Road Fund for actual costs incurred by other departments for Road Fund-related activities. Staff reviews those activities yearly, and determines at what rate the Road Fund is charged. Mr. Taylor presented a resolution which adopts a Cost Assessment Policy for 1993, determining formulas for the rate at which the Road Fund will reimburse other departments.

Commissioner Robinson motioned to approve the resolution modifying Skagit County's Cost Assessment Policy. Commissioner Wolden seconded the motion, which passed unanimously. (Resolution #15028)

3) Resolution - Establishing 1993 Cost Allocation.

Mr. Taylor presented a resolution which authorizes the cost allocations to individual departments which incurred expenses due to County Road Fund activities during 1993.

Commissioner Robinson motioned to approve the resolution establishing the 1993 cost allocations to the County Road Fund. Commissioner Wolden seconded the motion, which passed unanimously. (Resolution #15029)

RESOLUTION - RECOGNIZING TRIBAL GOVERNMENTS IN SKAGIT COUNTY AND THEIR BONDS WITH SKAGIT COUNTY GOVERNMENT.

Present for the signing of this resolution were Doreen Maloney, Upper Skagit Tribe; Lawrence Joseph, Chairman, Sauk-Sulattle Tribe; and Floyd Williams, Chairman, Upper Skagit Tribe.

Chairman Hart read the resolution, which announced a developing cooperative relationship between Skagit County Government and the three Tribal governments in Skagit County, and publicly recognized the Tribal governments and their importance to Skagit County.

Commissioner Wolden motioned to adopt the resolution read by Chairman Hart. Commissioner Robinson seconded the motion, which passed unanimously. (Resolution #15030)

Mrs. Maloney proposed that the Tribes take the resolution back to their respective governments and consider adoption of a joint resolution in response to the County Commissioners' actions today.

DISCUSSION - COUNTY BASE MAPS - PUBLIC ACCESS BY COMPUTER - STEVE KLEINBART, DATA PROCESSING COORDINATOR.

Steve Kleinbart, Data Processing Coordinator, stated that his department is beginning to receive a number of requests for Skagit County's base maps in an electronic format. He stated that the real estate company representatives request Assessor's maps several times each week, and to be able to have the maps in an electronic format for use in their offices would relieve them of the number of trips they must make to the Courthouse each week.

Mr. Kleinbart stated that there may be some drawbacks related to the offering of this information. Mr. Kleinbart stated that since this would constitute a public record, any number of individuals and companies may ask for equal access to this information. Mr. Kleinbart stated that the County is not permitted to recoup any of its costs to produce this information, except for the cost of the computer disk itself, and it would impact the department in the amount staff time necessary to respond to these requests and continually update the disks. Additionally, the County could be held responsible for any errors discovered in the maps which result in damage to those using the maps.

The issue of placing a "disclaimer" or "warning" on the information which indicates that the disks should not be considered official records was discussed.

The Board discussed with Mr. Kleinbart, Geoff Almvig, Mapping Center Coordinator, and Mike Woodmansee, Budget/Finance Director, the County's ability to charge the public for staff and equipment costs for copying of electronic data. Mr. Woodmansee felt that actual staff time and equipment costs could be charged as long as those actual costs are documented. Mr. Kleinbart remained concerned that his department will be severely impacted; however, Mr. Woodmansee stated that if the users of this product are charged equitably, there should be no appreciable impact on the department.

The Board was also interested in having staff contact other counties to see what mechanism they are using to share this popular information. Mr. Woodmansee also suggested that staff contact John L. Scott Realty, a firm that has most recently made this request, to assist in determining how the data will be used, and how best the County can provide this data.

PUBLIC WORKS DEPARTMENT - RICH MEDVED, DIRECTOR:

- 1) Resolution - Bid Award Recommendation - Inman Landfill Ash Cell Closure and Gas System Improvements.

Don King, Incinerator Manager, reported that in certifying the bids for the Inman Landfill ash cell closure it was discovered that the apparent low bidder, Tri-State Construction, had erred in completing their bid. Corrections to their bid caused Tri-State Construction to drop to the second lowest bid. Mr. King stated that staff is recommending that the bid be awarded to Scoccolo Construction, Inc., the new low bidder.

Commissioner Robinson motioned to approve a resolution awarding the bid for the Inman Landfill ash cell closure and gas system improvements to Scoccolo Construction, Inc., for the bid price of \$752,169.11. Commissioner Wolden seconded the motion, which passed unanimously. (Resolution #15031)

- 2) Resolution - Bid Award Recommendation - Leachate Hauling.

Mr. King noted that the apparent low bidder for leachate hauling, Sumas Transport, had an abnormality in their bid, in that they do not currently possess a license to haul leachate from the Inman Landfill. Mr. King

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stated that staff has contacted legal counsel, who has advised to award the bid for leachate hauling to Sumas Transport, since they are the low bidder, on condition that Sumas Transport receive the necessary licensing for transportation of leachate. Staff has been directed to establish a 90-day contract with the current interim contractor, Western Services, to provide hauling services until Sumas Transport can receive their license.

Commissioner Robinson motioned to approve the resolution awarding a bid for leachate hauling to Sumas Transport, Inc., for the bid price of \$53,800.00, with the condition that Sumas Transport receive license for the hauling of leachate from the Inman Landfill. Commissioner Wolden seconded the motion, which passed unanimously. (Resolution #15032)

3) Contract - Hansen Creek Sub-Flood Control Zone Project - Arne Svendsen Construction.

Dave Brookings, Flood Control Engineer, presented a contract with Arne Svendsen to remove two log jams from Hansen Creek, which Mr. Brookings asked the Board to sign on behalf of the Hansen Creek Sub-Flood Control Zone. Staff has recommended approval of this contract.

Commissioner Wolden motioned to approve the contract with Arne Svendsen Construction for removal of two log jams on Hansen Creek, at the contract price of \$3,300 for mowing costs, and \$125 per hour for equipment and operator costs. Commissioner Robinson seconded the motion, which passed unanimously. (Contract #001781)

4) Utility Relocation Agreement - Skagit River Channel Improvement Project - Burlington Northern Railroad.

Mr. Brookings presented an agreement with Burlington Northern Railroad to allow the relocation of utility lines near the Skagit River railroad bridge in order to facilitate a Skagit River Channel Improvement Project previously authorized by the Board. The contract price is \$32,846 to relocate the utility lines, half of which will be shared by Dike District #12.

Commissioner Wolden motioned approval of the agreement. Commissioner Robinson seconded the motion, which passed unanimously. (Contract #001782)

5) Contract - Skagit River Channel Improvement Project - Janicki Construction.

Doug Bernet, County Engineer, introduced a contract for completion of the Skagit River Channel Improvement Project with Janicki Construction. Janicki Construction submitted the low bid for this project at \$100,478.00, which will include removal of dredged materials and a sandbar from a location near the Skagit River railroad bridge.

Mr. Brookings explained that a permit from the U.S. Army Corps of Engineers has not yet been signed due to the absence of one of the signators; however, staff is recommending that work proceed, with the Corps' permission, and the understanding with the contractor and the Corps that the scope of work may be altered depending upon the outcome of the Corps permitting process. Mr. Brookings indicated that a verbal commitment from the Corps has been received. The Board was apprehensive, and requested a faxed or mailed written authorization from the Corps.

With this stipulation, Commissioner Robinson motioned to approve the contract with Janicki Construction in the amount of \$100,478.00 for the Skagit River Channel Improvement Project. Commissioner Wolden seconded the motion, which passed unanimously. (Contract #001783)

6) Miscellaneous.

There were no miscellaneous items to be presented by the Public Works Department at this time.

CONSENT AGENDA.

Commissioner Robinson motioned to adopt the Consent Agenda for September 27, 1993, as presented. Commissioner Wolden seconded the motion, which passed unanimously.

- Public Works:
 1. Change Order Number 1 - Lake Cavanaugh Road C.R.P. #0020-6 with estimated net change of \$64,966.13 and a total cost of \$408,654.81.
 2. Final Cost Records - Peterson Road C.R.P. #3240-1 completed December 31, 1992.
 3. Final Cost Records - South Skagit Highway et al C.R.P. #0700-3 completed May 7, 1993.
- Department of Health:
 4. Signature - Contract Amendment #4 - Deleting Exhibit B(3) Allocation Sheet and replacing with Exhibit B(4) increasing the original contract by \$36,987, with \$23,083 for Urgent Needs, \$2,610 for WIC Program, \$3,294 for Infant Immunization Program and \$8,000 for Oral Health Program. (Contract #001785)
 5. Signature - Contract with Department of Social and Health Services to provide Interim Family Resources Coordination (IFRC) for infants and toddlers with disabilities and their families beginning October 1, 1993, and completed on September 30, 1994, with a cost not to exceed \$12,250. (Contract #001786)
- Senior Services:
 6. Signature - "Acknowledgment of Assessment Results" - Final draft of 1992 assessment.
- * Sheriff's Office:
 7. Hold Harmless and Insurance Agreement between Port of Skagit County and the Sheriff's Office for the Port to allow law enforcement agencies to use Skagit Regional/Bayview Airport's Taxiway #3 for emergency vehicle operation training October 29, November 1 through 5, and November 8 through 12, 1993. (Contract #001788)
- * Commissioner's Office:
 8. Record of the proceedings from September 20, 1993.
 9. Record of the proceedings from September 21, 1993.
 10. Record of the proceedings from September 22, 1993.

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MISCELLANEOUS ITEMS.

- A. The Board approved for signature a lease agreement with Pitney Bowes for the lease of postage meter equipment that will permit the consolidation of mail processing throughout Skagit County. The equipment lease is for 51 months, at \$616 per month. An addendum to the lease permits local governments to terminate the lease should funding not be appropriated. (Contract #001787)
- B. 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, September 27, 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) Warrants #102046 through #102658 (Vouchers #3013238 through #3014140) in the amount of \$540,440.55. Transmittal #C-46-93.

DISCUSSION - FEE SCHEDULE FOR BURNING PERMITS.

Dan Cain, Skagit County Fire Marshall, provided a copy of the Department of Natural Resources' current fee schedule for burning permits. Mr. Cain stated that most of the burning permits in Skagit County are under the Department of Natural Resources' jurisdiction; however, those under the County's jurisdiction should be charged at fees equivalent to those charged by the DNR. This would make burning permits \$20 in Skagit County. There currently is no charging mechanism for County burning permits.

Commissioner Robinson noted that Island County has an agreement with the DNR which should be obtained and reviewed.

Mr. Cain stated that County fire wardens who inspect burning proposals do not accept money in the field. He suggested that a system similar to DNR's be adopted, where the fire warden issues a permit which is not valid until payment is made at the office responsible for collecting fees. He stated that the responsible department might be the Permit Center, although it would be unfair to make people who are paying their burning permit fee wait in line behind other permit seeking individuals who may have very complicated proposals.

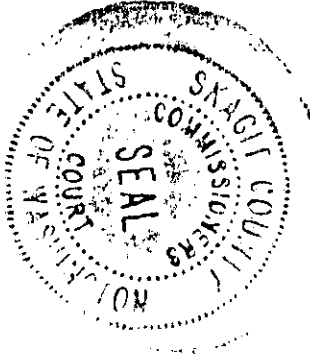
Robert Taylor, Administrative Officer and Director of the Permit Center, reported that the Permit Center has been considering the implementation of an "express line" where persons who have quick, short items to review could receive immediate service. Mr. Cain felt this would suffice, and also asked that persons be permitted to validate their permits at the Upriver Services Office. The Board concurred.

Mr. Cain was directed to obtain Island County's ordinance, and proceed with adopting a fee ordinance for Skagit County.

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




Robby Robinson, Commissioner



Harvey Wolden, Commissioner

ATTEST:



Stephanie Wood, Clerk
Skagit County Board of Commissioners