

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

Monday, January 10, 1994

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

Board of Health - Pat Pearce, Director:

- 1) Introduction of New Staff.
- 2) Urgent Needs Projects Update.
- 3) Skagit County Tobacco Use Reduction Program.
- 4) Skagit County Health Department/Board of Health Planning Advance.
- 5) Wellness Committee Update.

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

Public Works Department - Rich Medved, Director:

- 1) Personal Services Agreement - Engineering Services Transportation Element of Growth Management Act - Michael R. Birdsall and Associates.
- 2) Miscellaneous.

CONSENT AGENDA.

MISCELLANEOUS ITEMS.

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

Executive Session - Personnel, Litigation, and Land Acquisition.

The Skagit County Board of Commissioners met in regular session on Monday, January 10, 1994, with Commissioners Robert Hart, Harvey Wolden and Robby Robinson present.

BOARD OF HEALTH - Pat Pearce, Director

1. Introduction of New Staff.

Pat Pearce, Director of Public Health, introduced two new employees to the Board, Stephanie Schertzer and Christine Coffey.

2. Urgent Needs Projects Update.

John Hadman, Environmental Health Specialist, advised the Board that the following tasks have been identified as Urgent Public Health Needs and have been submitted to the State Department of Health for funding:

- a) Preventing Youth Access to Tobacco Products
- b) Injury Prevention (in the home and where we recreate)
- c) Food Safety

Mr. Hadman advised the Board that the Health Department has realigned tasks to free senior staff so they can assess and facilitate activities within Skagit County to carry out the above 3 tasks. Mr. Hadman noted that the Health Department is reporting to the State Department of Health on a quarterly basis, and asked the Board if reporting on a quarterly basis would also be acceptable to the Board. The Board indicated that quarterly reports on the progress of these tasks would be acceptable.

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Health Department staff also informed the Board of the formation of an advisory committee to be comprised of community leaders interested in the reduction of tobacco use. The membership of the committee would include, but not be limited to, representatives of the medical community, local elected officials, members of the Skagit Substance Abuse Coalition, members of the Washington State Liquor Control Board, and members of the retail community. Staff requested that one of the Commissioners commit to becoming a member of this committee. At Chairman Wolden's suggestion, Robby Robinson agreed to serve on this committee. Chairman Wolden also suggested that perhaps the jail should join all County buildings which have been declared "smoke-free" as a part of the commitment to this committee and the program.

4. Skagit County Health Department/Board of Health Planning Advance.

There has been difficulty scheduling the Board of Health Planning Advance meetings, but progress is being made in scheduling meetings for both 1994 and 1995.

5. Wellness Committee Update.

Pat Pearce stated that the Wellness Committee is led by Rich Medved and Pat Pearce. Representatives from all departments will meet this Thursday for planning future activities such as weight control programs, nutrition education and jail inmate wellness. The Board expressed appreciation to Pat Pearce and Rich Medved for spearheading the Wellness Program.

6. Public Health Week.

Pat Pearce informed the Board that Public Health Week as scheduled is also spring break for most schools. Consequently, the County will observe the week of March 28 as Public Health Week and the Health Department will prepare displays and school presentations during that week.

PUBLIC WORKS DEPARTMENT - Rich Medved, Director.

1. Personal Services Agreement - Engineering Services Transportation Element of Growth Management Act - Michael R. Birdsall and Associates.

Doug Barnet presented to the Board a contract for Michael R. Birdsall & Associates for the period January 10, 1994 through February 28, 1994 for the maximum consideration of \$2,500. The work involved in this agreement includes the evaluation and recommendation of Level of Service (LOS) measurements based upon existing data. The establishment of LOS is a requirement of the Transportation Element of the Growth Management Act. Mr. Barnet advised the Board that the work is being completed in coordination with the Citizens Advisory Committee responsible for the Transportation Element. The Board queried Public Works Department staff whether in-house staff had been considered for completion of this task. Rich Medved stated that Public Works staff ascertained the importance of this project since LOS is the centerpiece for the basis of impact fees for transportation and future requirements for developer's contributions to transportation systems. Mr. Medved stated that Michael R. Birdsall & Associates have the expertise needed to compile and process this information on a timely basis. Mr. Barnet stated that Mr. Birdsall is an expert in this field and has worked with other counties in developing this type of data, and since this is the basis for impact fees, Public Works staff felt this would be the most economical way to meet the necessary timelines. Commissioner Hart moved to approve the Personal Services Agreement with Michael R. Birdsall & Associates. Commissioner Robinson seconded the motion, which was unanimously approved. (Contract #1870)

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2. Miscellaneous.

Mike Woodmansee, Director of Budget/Finance, reviewed with the Board a draft Audit Response Letter directed to the Washington State Auditor's report for the period January 1, 1992 through January 31, 1992. Mr. Woodmansee advised the Board that the County and Public Works Staff are implementing several inventory control procedures that will alleviate these types of questions.

CONSENT AGENDA.

Commissioner Robinson moved to approve the Consent Agenda of January 10, 1994 as presented. Commissioner Hart seconded the motion, which passed unanimously.

* Commissioners' Office:

1. Record of the Proceedings from Monday, January 3, 1994.
 2. Record of the Proceedings from Tuesday, January 4, 1994.
 3. Record of the Proceedings from Wednesday, January 5, 1994.
 4. Resolution Clarifying Policy for Reimbursement for Use of Personal Vehicles by Elected Officials. (Resolution #15193)
 5. Resolution Amending Skagit County Personnel Policies and Procedures Manual to eliminate the "merit" concept in Steps E & F, changing "merit" to "18 months duration." (Resolution #15194)
 6. Resolution Amending Resolution No. 15170, Skagit County Personnel Policies and Procedures Manual, clarifying that Resolution No. 15170 is effective January 1, 1994. Resolution #15195)
 7. Memorandum of Agreement between Skagit County and the Humane Society of Skagit Valley effective from the date of execution through December 31, 1994 for \$5,000 to act as the Animal Control Authority for the County. (Contract #1871)
 8. Personal Services Agreement for Dr. Robert Fleming for individual psychotherapy and school consultation services to be provided in conjunction with ARIS for the period January 1, 1994 through December 31, 1994 at the rate of \$100 per hour. (Contract #1872)
- Public Works:
9. Resolution Calling for Public Hearing - Vacation of Unused County Road Right-of-Way in the Plat of Grasmere in the vicinity of Concrete. (Resolution #15196)
 10. Supplement No. 1 - Personal Services Agreement for Market Development of Recycled Materials by Fred Miller Marketing and Consulting, not to exceed \$25,000 with the work completed by March 31, 1994. (Contract #1810)
 11. Services Agreement - Household Hazardous Waste Disposal and Related Services by Burlington Environmental, Incorporated, not to exceed \$132,000 effective one year from the date of execution. (Contract #1869)

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12. Construction Contract - West State Street, Waterworks, Incorporated, for the sum of \$278,151.60. (Contract #1873)
13. Supplement No. 1 - Riley Mapping, Incorporated for Aerial Photography in the sum of \$3,300 effective November 17, 1993 through January 31, 1994. (Contract #1818)
- * Human Services:
14. Personal Services Agreement between Skagit County and Skagit Council on Aging for the period January 1, 1994 through December 31, 1994 for the maximum amount of \$12,000 for providing transportation services to Skagit County citizens with disabilities on a daily basis. (Contract #1874)
- * Treasurer:
15. Resolution Designating Banks which are Qualified as Depositories as set forth by the Public Deposit Protection Commission. (Resolution #15197)
- * Emergency Management:
16. Out-of-State Travel Request for Daniel Cain for \$806 for attendance at ICBO Colorado Chapter Educational Institute classes consisting of Uniform Fire Code classes on March 6-12, 1994 in Denver, Colorado.
- * Health Department:
17. Building Use Agreement for Bethlehem Lutheran Church from January 1, 1994 through December 31, 1994 for two rooms to be used for health care for children for the sum of \$95. (Contract #1875)

MISCELLANEOUS ITEMS.

1. 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.

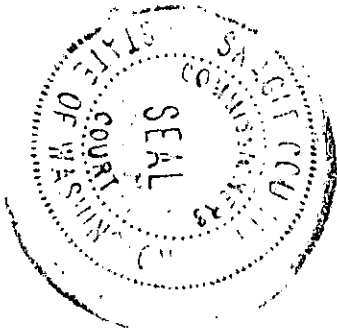
As of this date, January 10, 1994, the Board, by a majority vote, did approve for payment those vouchers included in the above-mentioned list and further described as follows:

- A) Claims warrants numbered MW106598-01 through MW106578-01 in the total of \$24,810.00, Transmittal #C02-94.
- B) Voucher numbers 3019456 and 4000001 through 4000026 in the total of \$37,105.55, warrant numbered 106575 through 106597, Clearing Fund #856. Transmittal #C01-94.
2. Mike Woodmansee presented to the Board a 1993 Budget Line Item Change. This pertains to Public Health Fund #101 and moves \$10,000 from the benefit fund to salaries. Commissioner Wolden moved to approve this Budget Line Item Change. The motion was seconded by Commissioner Robinson and passed unanimously. (Resolution #15192)
3. A replat of a portion of Lots 3 & 4 of Weidkamp Acres was approved by Chairman Wolden.

ADJOURNMENT:

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

BOARD OF COUNTY COMMISSIONERS
SKAGIT COUNTY, WASHINGTON





Harvey Wolder, Chairman



Robby Robinson, Commissioner



Robert Hart, Commissioner

ATTEST:



Patti J. Owen, Clerk
Skagit County Board of Commissioners