

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

**Monday, February 7, 1994**

- 9:30 a.m. - 10:00 a.m.           Permit Center - Tom Karsh, Coordinator
- 1) Review of Permit Center Annual Report.
  - 2) Signature on Resolution Calling for a Public Hearing Regarding an Ordinance Repealing Chapter 15.12 of the Skagit County Code Relating to Abatement of Dangerous Buildings.
- 10:00 a.m. - 11:00 a.m.       Public Works Department - Rich Medved, Director
- 1) Signature on Letter to Army Corps of Engineers re: 205 Project - West Mount Vernon.
  - 2) Signature on Letter Releasing Interest in Gravel Pit Lease, Cape Horn Road (Wyatt Property).
  - 3) Resolution - Request for Qualifications for Consultant Services Seismic Retrofit Design for South Fork Bridge/Rainbow Bridge (Deadline to be February 25, 1994).
  - 5) Miscellaneous.
- 11:00 a.m. - 11:45 a.m.       Facilities - Roger Howard, Director
- 1) Signature on Contract for Sheriff's Office Alterations.
  - 2) Facilities Remodel Projects Update.
- CONSENT AGENDA.
- MISCELLANEOUS ITEMS.
- 1:30 p.m. - 2:00 p.m.       Presentation - Request for County Sponsorship of Application to Department of Ecology for Centennial Clean Water Funds on Behalf of the Blanchard-Edison Community.
- 2:00 p.m. - 3:00 p.m.       City/County Officials Planning Policies Meeting.
- 3:00 p.m. - 3:30 p.m.       Presentation on Skagit Council on Aging Transportation Provision in Unincorporated Areas.
- 3:30 p.m. - 4:30 p.m.       Executive Session - Personnel, Litigation and Land Acquisition.

The Skagit County Board of Commissioners met in regular session on Monday, February 7, 1994, with Commissioners Robert Hart, Robby Robinson and Harvey Wolden present.

**PERMIT CENTER - Roxanne Michael, Building Official**

1. Review of Permit Center Annual Report.

Roxanne Michael, County Building Official, presented to the Board the 1993 Permit Center Annual Report.

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She advised that the Permit Center has concluded its second year as a division of Administrative Services and thanked the Board for their continued support. Commissioner Hart noted that the checklist that has been developed and information availability in the lobby has been helpful to the general public. Ms. Michael also noted the Permit Center's appreciation of the Board's eagerness to support training programs for Staff, as employees are most appreciative of the opportunity for increased education.

Tom Karsh, Permit Center Coordinator, noted that the hands-on approach by the Board in visiting the Permit Center and having informal discussions with the staff is most appreciated. Mr. Karsh also noted that there are some very exciting developments forthcoming in the Permit Center. The new computer system will be up and running shortly and will allow the sharing and processing of information by the Permit Center, Planning Department and the Assessor.

Mr. Karsh also stated that there is room for improvement in many areas, but frankly states that the Permit Center has "hit the wall" in many areas without regulatory reform. Some negative comments received by the general public have been given to the Board and this list needs to be reviewed for items that the Permit Center should change in the future. The Permit Center and the Planning Department need to jointly review codes and increase public awareness of requirements. The Permit Center urged the Board to become actively involved in initiating meetings to facilitate change.

Bob Taylor, Administrative Officer, advised the Board that the Permit Center has made increased efforts to integrate itself into the community.

Ms. Michael noted that Earthquake Awareness Week has been set up for April 15 in Hearing Room A, with informational slides and identification criteria for earthquake damaged buildings.

2. Signature on Resolution Calling for a Public Hearing Regarding an ordinance Repealing Chapter 15.12 of the Skagit County Code Relating to Abatement of Dangerous Buildings.

Roxanne Michael, Building Official, presented to the Board for signature a resolution calling for a public hearing relating to the repeal of a superseded chapter of the Skagit County Code relating to the abatement of dangerous buildings. Commissioner Hart moved to call for a public hearing concerning this matter. The motion was seconded by Commissioner Robinson and unanimously passed.

### PUBLIC WORKS DEPARTMENT - Rich Medved, Director

1. Signature on Letter to Army Corps. of Engineers re: 205 Project - West Mount Vernon.

Dave Brookings presented to the Board for signature a letter addressed to Colonel Walter J. Cunningham of the Army Corps. of Engineers requesting that they proceed with the Section 205 flood damage reduction study at West Mount Vernon. After receipt of the letter, the Corps of Engineers will develop a cost estimate for developing a feasibility study, then a determination will be made on a cost-sharing agreement. Skagit County is taking the lead role in development of this study, and it needs to be determined what kind of role Skagit County could play in the cost-sharing. Commissioner Wolden expressed concern on the cost of Skagit County's involvement, and the need for determination as soon as possible. Skagit County alone cannot afford to do the project as it is cost prohibitive.

Commissioner Robinson moved to sign letter to Colonel Cunningham expressing the County's support in developing a feasibility study. Commissioner Hart seconded the motion, which unanimously passed.

2. Signature on Letter Releasing Interest in Gravel Pit Lease, Cape Horn Road (Wyatt Property).

Doug Barnet, County Engineer, advised the Board that the Public Works Department was contacted by the new owner of the Wyatt Property. Mr. Barnet advised the Board that Skagit County previously had a lease in 1975 for gravel removal from the property at 3615 Cape Horn Road. The resources at the gravel pit have been exhausted from this pit. The new owner is basically trying to clear title to this property. Mr. Barnet recommended to the Board that they sign a letter to the title company advising that the County no longer operates or has an interest in the Cape Horn Gravel Pit and suggest to the title company that if they need a notarized signature, advise and the Board will supply notarized signatures in order to clear title. Commissioner Hart moved to sign the proposed letter and Commissioner Robinson seconded the motion. The motion was unanimously passed.

3. Resolution - Request for Qualifications for Consultant Services Seismic Retrofit Design for South Fork Bridge/Rainbow Bridge (Deadline to be February 25, 1994).

Doug Barnet, County Engineer, presented a Request for Statement of Qualifications for Consultant Services Regarding the Seismic Retrofit Design of the South Fork and Rainbow Bridges, Nos. 40008 and 40039. The original program called for just one bridge per year to be studied, but the Public Works Department would like to accelerate the program and request seismic analysis on two bridges at this time. Cost savings will be realized in the areas of decreased County staff time and consultant travel time. Mr. Barnet advised the Board that the State is currently working to identify the seismic susceptibility of bridges throughout the State, and, consequently, funding may become available in the near future and the State may look favorably on Skagit County if plans are in place. According to Mr. Barnet, all major engineering magazines are showing the consequences of the California earthquake and the need for preparedness. The selection of a consultant will speed the process up, and, if funds become available, the County would be ready to proceed.

Rich Medved, Director of Public Works, advised that there is movement in the State Legislature to develop funding for seismic retrofit of existing bridges.

Commissioner Robinson moved to adopt the resolution requesting qualifications regarding the seismic retrofit design of the South Fork and Rainbow Bridges. Commissioner Hart seconded the motion, which passed unanimously.

Various bridges in the County were discussed and the differences in scopes of work to bring seismic stability to each of them was discussed among Staff and the Board.

4. Miscellaneous.

A. Doug Barnet, County Engineer, presented to the Board for signature an Application for Route Jurisdiction Transfer concerning Cook Road and I-5 to the intersection of Cook Road and existing SR-20. This application is an effort to begin a process with the state to evaluate which road meets the true definition of a state highway. There is a 2-year timeline between the date of application and the date of decision. Transportation Improvement Plan funds and County funds are anticipated to be spent making the majority of the improvements to Cook Road. For years there has been talk of whether Cook Road should be SR20. The need exists to determine who is responsible before any money is spent on Cook Road as it will be a very expensive project with right-of-ways and condemnations.

Commissioner Wolden expressed concern that Cook Road is currently in disrepair. Mr. Barnet advised that the County will continue to maintain the road during the 2-year timeline.

Commissioner Hart suggested that the County is going to submit this application, perhaps putting some sort of moratorium on development. Interim controls, stated Mr. Medved, should be instituted to save the County money and the taxpayers any inconvenience. Commissioner Hart again stated that the people who own property along this route should not be penalized, and that the County should make every effort to make it easy for everyone concerned. Various alternatives were discussed among Staff and the Board.

The Board expressed their concern that money should not be spent if the County can solve problems in a less expensive, safer manner.

Commissioner Robinson moved to approve the Application for Route Jurisdiction Transfer. The motion was seconded by Commissioner Hart, and unanimously approved.

- B. Commissioner Wolden questioned Public Works Staff on Consent Agenda Item #12 regarding a call for bids for a Suburban Type Vehicle for the surveyors to use. Commissioner Wolden asked if there was a significant difference in prices between a Suburban and a 3/4 ton van. Staff and the Board agreed that a 3/4 ton van should also be submitted for bid.
- C. The Board also questioned Staff on the reason a resolution rejecting bids for purchase of one new four wheel drive hydraulic excavator was necessary. Rich Medved explained the reasons for the rejection of the bid, and that Staff would like to give the bidders their bid bonds back.
- D. Commissioner Wolden also spoke to Staff about the ash sampling contract supplement on the Consent Agenda, Item #21, asking why the tests are required and justification for the expense. Staff informed the Board that the tests are required by the State and the County is required to submit test results.

**FACILITIES - Roger Howard, Director**

- 1. Signature on Contract for Sheriff's Office Alterations.

Roger Howard, Facilities Director, presented the Board with a contract for signature for the Sheriff's Office Alterations. Now that we are past the bid level, the County can arrange for some of the reductions recently discussed with the Board. Mr. Howard advised the contract has not been signed by John Moffat, but will be presented to him for approval later today. Commissioner Robinson moved to approve the contract for the Sheriff's Office Alterations. Commissioner Hart seconded the motion which passed unanimously. (Contract #01921)

- 2. Facilities Remodel Projects Update.

Henry Klein and Lowell Larson presented general plans for the development of the new juvenile probation detention area. The Board was advised that a delay in presenting these plans to the Board occurred due to the arrival of the department's new director, Lyle Poolman. The schematic design phase of the second floor is now ready for Mr. Poolman to review and make suggestions for changes. The Board was advised that there are recommended national standards for such facilities. Commissioner Robinson asked if there are existing state codes or recommendations. Mr. Klein advised that there are no state standards other than

building code requirements. There currently are no plans for an outdoor recreation area. It has been suggested that perhaps a rooftop area can be made available at a later date. The construction schedule calls for a start date in July and will probably take six months to complete. Alternative construction shifts may be necessary to avoid conflicts with various County departments. Mr. Klein pointed out that despite the best efforts in designing the work and construction so as to be the least obtrusive, including scrutinizing the selection of materials and methods employed in the construction process, interface with construction activity will not be completely eliminated and some County departments will be more affected than others.

The schematic drawings for the changes and additions to the third floor of the Administration Building and the addition of the fourth floor were discussed and reviewed with the Board and staff present. The Board expressed their concern that the projects move along as quickly as possible with as little disruption as possible.

Bob Taylor, Administrative Officer, further advised the Board that he and Facilities Staff will want to discuss with the Board the possible closure of the horseshoe parking lot during construction and perhaps permanently limiting parking in that area to senior and disabled parking or loading zone parking. Commissioners Hart and Robinson expressed their feelings for a need to improve signage at all public parking lots.

The Board reviewed the new locations for several departments and the realignment of offices and departments due to the new construction and addition of the fourth floor. Bob Taylor asked about the extent of airconditioning within the new additions and within the existing building.

A proposed time schedule for additions to the Skagit County Administration Building was given to the Board. Lowell Larson suggested breaking the construction process into two phases, and prepare bid packages for each phase. This method would allow business to continue during construction. It is anticipated that the contract for Phase I will be awarded May 11. The Phase I construction project would last four or five months, through September 1994. Phase II would bid in June.

The current budget for this project is \$3.5 million, but the cost of working longer hours to take advantage of increased daylight and cause less disruption to County departments may increase this estimate. The project will add approximately 26,730 square feet in gross area to the existing building.

The Board indicated their agreement with the phasing of the project, thereby making the timeframe shorter, and making the project easier for the contractor(s) involved.

**CONSENT AGENDA:**

\* Commissioners' Office:

1. Record of the Proceedings from Monday, January 31, 1994.
2. Record of the Proceedings from Tuesday, February 1, 1994.
3. Resolution Providing a Defense to Donald Marlow in Lawsuit by James Kroon, Norma Kroon and Rick Kroon. (Resolution #15220)

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- Data Processing:
  4. Agreement for Computer Access with First American Title Company for the term January 1, 1994 through December 31, 1995 at a monthly rate of \$70. (Contract #01922)
- Parks & Recreation:
  5. Instructional Services Contract with Joan Pollack for Womens Self Defense classes from January 1, 1994 through December 31, 1994 at the maximum amount of \$35 per student. (Contract #01923)
  6. Contract for Professional Services between the Skagit County Fair and A-1 Plumbing & Heating for installation of a gas furnace in the 4-H Building at the Fairgrounds for total compensation of \$3,983 with completion by February 28, 1994. (Contract #01924)
  7. Resolution for Reappointment of Members to the Parks and Recreation Advisory Board. (Resolution #15221)
  8. Resolution for Appointment of Member to Fair Advisory Board. (Resolution #15222)
- Emergency Management:
  9. Approval of Travel and Meal Costs for Attending Emergency Management Trainings and Meetings for expenses incurred by a volunteer and not covered by the State or FEMA.
- \* Health:
  10. Guest Speaker Contract for Camie Loveridge for services provided in 1994 at the rate of \$25 per presentation. (Contract #01925)
- Assigned Counsel:
  11. Personal Services Agreement with Gerald T. Osborn for the term January 1, 1994 through December 31, 1994 for compensation as detailed in Exhibit "B" thereto, providing professional legal services in court cases that are considered to be conflict of interest cases for the Skagit County Public Defender's Office. (Contract #01926)
- \* Public Works:
  12. Resolution Calling for Bids for Purchase of One New 1994 Suburban Type Vehicle. (Resolution #15223)
  13. Resolution Calling for Bids for Purchase of One New 1994 Full Size 4X4 Pickup Truck. (Resolution #15224)
  14. Resolution Rejecting Bids for Purchase of One New Four Wheel Drive Rubber-Tired Hydraulic Excavator. (Resolution #15225)

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15. Resolution Calling for Bids for Purchase of Road Maintenance Materials. (Resolution #15226)
  16. Resolution Calling for a Public Hearing to Consider the Addition of a New Chapter to Title 12 of the Skagit County Code to Provide for Litter Control from Vehicles Transporting Waste to Skagit County Solid Waste Facilities. (Resolution #15227)
  17. Resolution Calling for Public Hearing for Vacation of Unused County Road Right-of-Way Known as Fruitdale Road #9111. (Resolution #15228)
  18. Resolution Approving Interlocal Cooperative Agreement Between Skagit County and Public Utility District No. 1 (Resolution #15229) and Interlocal Agreement between Skagit County and Public Utility District No. 1 for 1994-1998. (Contract #01927)
  19. Supplemental Agreement to Agreement #001689 with Preston, Thorgrimson, Shidler, Gates & Ellis extending the contract through December 31, 1994 for increased compensation from \$25,000 to \$50,000. (Contract #01689)
  20. Supplement No. 6 for Consultant Services Agreement for Inman Study and Remediation Project with Parametrix, Inc. for the performance of additional engineering services related to the closure of Inman Landfill in the amount of \$342,623.67. (Contract #01344)
  21. Supplement No. 2 to the Service Agreement for Ash Sampling and Analysis with Materials Testing & Consulting increasing the compensation by an additional \$15,100 and extending the completion date to March 31, 1994. (Contract #01334)
  22. Resolution Assessing Late Fees on Solid Waste Past Due Accounts. (Resolution #15230)
- \* Senior Services:
23. Amendment 4 to the Basic Agreement with Northwest Regional Council's Area Agency on Aging to be in effect year-to-year until modified or cancelled. (Contract #00674)
  24. Contract with Northwest Regional Council for Skagit County Senior Nutrition Project for the term 1/1/94 through 12/31/94 for a total grant award of \$170,329. (Contract #01930)
  25. Contract with Northwest Regional Council for Skagit Information and Assistance Case Management in the grant award amount of \$173,199 for the term January 1, 1994 through December 31, 1994. (Contract #01931)

Commissioner Robinson moved to adopt the Consent Agenda of February 7, 1994, with the exception of No. 12 which should be conditioned upon the further consideration of a 1994 3/4 ton van. The motion was seconded by Commissioner Hart and was unanimously approved.

**MISCELLANEOUS.**

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, February 7, 1994, the Board, by a majority vote, did approve for payment those vouchers included in the above-mentioned list and further described as follows:

Warrant Nos. 95878/30 through 98625/99 (Voucher #98578/30 through 98625/99) int he total amount of \$191,727.18 (No transmittal number listed).

2. Administrative Officer Bob Taylor presented the Board with a Lease Agreement for facilities for the support enforcement group from the prosecuting attorney's office. Mr. Taylor informed the Board that the State will pay the monthly rental for this facility. This was discussed during the budget process last fall. The building found is approximately 2,500 square feet, which is more than the group currently needs, but will come in handy when the hearing examiner and staff must relocate during the construction/remodelling of the administrative building. The Lease Agreement is for 3 years at \$2,250 per month. The building has new carpet, is in a good location, and has accessible ample parking. There has been nothing found closer to the courthouse that is comparable. Commissioner Hart moved to sign the Lease Agreement. Commissioner Robinson seconded he motion, which passed unanimously. (Contract #01932)

**PRESENTATION - REQUEST FOR COUNTY SPONSORSHIP OF APPLICATION TO DEPARTMENT OF ECOLOGY FOR CENTENNIAL CLEAN WATER FUNDS ON BEHALF OF THE BLANCHARD-EDISON COMMUNITY.**

Doris Robbins, resident of the Blanchard-Edison community, presented a brief introduction of this project to the Board and a draft of the Centennial Clean Water Fund Grant/Loan Application.

Tom Karsh, Permit Center Coordinator, noted that the grant is in fact a loan for \$50,000, and asked who would be responsible for paying back the \$50,000 loan. There was clarification that the County is the recipient of the loaned monies. Since the process takes time to develop, communities can determine if they can facilitate their own repairs, or if that is not feasible, the community may have enough time to incorporate into some sort of special service district to tax themselves to pay the loan back.

Commissioner Wolden ascertained from those present that the community has in fact discussed the payback of the grant/loan. Ms. Robbins verified that the community has talked about establishing a sewer district, but since there are only 60 homes involved, such development may be difficult. The ability of some of the citizens to pay increased taxes may be difficult due to low and fixed income families in the area. It was also noted that, if developed, Blanchard-Edison would be the smallest sewer district in Washington State.

Commissioner Hart stated that the community has indicated that they are trying to effectuate on-site repairs themselves, but are applying for this grant/loan because the window to apply will give community the option to borrow the funds if they are needed.

Ms. Kelly, Department of Ecology, advised that the community has one year from the date of application (April or May of 1995), so financial aspect can be worked out by that time. DOE has encouraged them application so as not to lose a year's time. Hart moved to support the application of the Blanchard-Edison Sewer Facility Plan by apply for the Centennial Clean Water Fund Grant/Loan Application. Commissioner Robinson seconded the motion, which was unanimously passed.



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**CITY/COUNTY OFFICIALS PLANNING POLICIES MEETING**

The Board attended a meeting of City/County Officials regarding County-Wide Planning Policies. Ian Muntz, Anacortes City Planner, reviewed the previous actions taken by this group last year, and advised that there are three remaining major issues still before the committee as follows:

1. Intra-County population allocations;
2. Impact fees and city/county disparities; and,
3. Joint city/county policies for urban growth areas.

It was the consensus of those present that continued dialogue in this format is beneficial to the parties represented and that a regular meeting schedule needs to be developed and maintained. A general discussion ensued on the various aspects and concerns of impact fees, annexations, financial and policy questions, and increased communication between the various parties and their technical staffs. It was agreed to meet the third Friday of every month at 9:00 a.m. in Hearing Room C.

**PRESENTATION ON SKAGIT COUNCIL ON AGING TRANSPORTATION PROVISION IN UNINCORPORATED AREAS.**

Bruce Coghill provided a brief summary of the history and effectiveness of SCOA transportation in outlying areas in the County, and advised the Board that transportation in unincorporated areas is meeting the needs of the communities and that ridership is heavy. In years past, concern existed regarding the financial stability of SCOA without some sort of public transportation system in place, however, once the SKAT initiative passed in 1992, SCOA felt that although SKAT was going to provide public transportation in a small geographic location of the County, the continued needs of the disabled and aged are not sufficiently met by public transportation due to a lack of service in unincorporated areas. In 1993 an agreement was reached with SKAT to provide service within the PTBA. With public transportation in place, various grants were applied for again as in years past. The results of grant requests received in November and December of 1993 caused some real concern in that the Federal Transport Administration Monies of approximately \$50,000 were eliminated. Having the public transportation system in place affected grant, according to Mr. Coghill.

Mr. Coghill then presented and reviewed a chart regarding showing budgetary figures and income/expenses to the Board. He explained that SCOA cannot charge fares but can make donation suggestions to the general public, and does accept such contributions toward the furtherance of their services. Funds are provided by Donations, SKAT, Medicaid, Northwest Regional Council (Area Agency on Aging), Community Mental Health United Way, Skagit County Human Services, and Skagit County Senior Services. Approximately \$60,000 was received last year from grants will not be seen this year, but demand for services has not lessened and has, in fact, increased.

Skagit Transit dollars provide for services, Medicaid dollars are provided for administrative services, other monies are provided for direct services. If no additional funding is forthcoming, SCOA is looking at a 35% reduction in service delivery outside of the PTBA. Currently, service is available 7 days a week, 15 hours a day Monday through Friday, and 10 hours a day on Saturdays and Sundays.

Mike Woodmansee, Budget/Finance Director, asked Mr. Coghill how 1992 and 1993 figures would compare with 1994 and how does SCOA handle dispatch salaries. Mr. Coghill advised that the lion's share of dispatch expenses is paid by SKAT. Mr. Woodmansee further stated that it is difficult to see the changes in budgetary position without having the prior year's information available so that the entire

picture is clear. Mr. Woodmansee indicated that it is difficult to see without comparative information how financial distress occurred when the shift of costs has gone from SCOA's basic budget to SKAT.

From the information presented, it appears, stated Mr. Woodmansee, that SCOA has determined it is more important to fund a \$54,000 capital improvement/equipment acquisition rather than provide day-to-day services. Mr. Coghill replied that in SCOA's opinion capital improvements/acquisition of new equipment is equally as important as providing services. Mr. Coghill further stated that SCOA is currently operating vehicles that have outlasted their useful life.

Commissioner Hart stated that there should be greater efficiency achieved by having the PTBA operate the dial-a-ride service and questioned if the County is duplicating management with both SCOA and PTBA administering these programs.

The Board recommended that Mr. Coghill and Mr. Woodmansee meet to review budgetary figures and comparisons for the last three years as soon as possible to help determine budgetary needs.

**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



  
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Harvey Wolden, Chairman

  
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Robby Robinson, Commissioner

  
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Robert Hart, Commissioner

ATTEST:

  
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Patti J. Owen, Clerk  
Skagit County Board of Commissioners