

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

**Monday, February 28, 1994**

Flag Salute.

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

Public Works - Rich Medved, Director.

- 1) Public Hearing - Consideration of Vacation of Unused County Right-of-Way - Fruitdale Road.
- 2) Public Hearing - Consideration of Amendment of Skagit County Code No. 11.24.010, Title 11, Roads and Bridges.
- 3) Signatures - Proclamation for Earth Rally 1994 and Resolution for Clean-Up and Recycling Projects During Earth Rally 1994.
- 4) Discussion - Solid Waste Items.
  - A) Breakdown of Solid Waste Tipping Fees.
  - B) Consultant Selection Recommendation for Creation of Solid Waste Disposal Districts.
- 5) Miscellaneous.

11:00 a.m. - 11:30 a.m.

Amendment to Architect Contract with Cheney/Page Architects for Sheriff's Office Alterations.

**CONSENT AGENDA.**

**MISCELLANEOUS.**

1:30 p.m. - 3:00 p.m.

Decision - Interim Impact Fees for Conway School District.

3:00 p.m. - 3:30 p.m.

Emergency Management Council Meeting.

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 28, 1994, with Commissioners Robert Hart, Harvey Wolden and Robby Robinson present.

PUBLIC WORKS DEPARTMENT - Rich Medved, Director.

1. Public Hearing - Consideration of Vacation of Unused County Right-of-Way - Fruitdale Road.

Linda Leonhart, Public Works Staff, reviewed a map with the Board showing the exact location of the property in question. Ms. Leonhart advised the Board that the vacation was initiated at the request of Mr. Carl Romtvedt. The County is not using the right-of-way as the road was built some distance from the initial right-of-way. Ms. Leonhart stated that only the west 20 feet of the right-of-way is to be vacated and that the adjoining property owner is Skagit State Bank. There being no further public comment on the matter, Commissioner Hart moved to close the public hearing. Commissioner Robinson seconded the motion, which passed unanimously and closed the public hearing. Commissioner Hart moved to vacate that portion of unused Fruitdale Road #9111 right-of-way at no cost to Mr. Romtvedt. The motion was seconded by Commissioner Robinson and passed unanimously.

2. Public Hearing - Consideration of Amendment of Skagit County Code No. 11.24.010, Title 11, Roads and Bridges.

Doug Barnet, County Engineer, presented to the Board a proposed Amendment to the Skagit County Administrative Code 11.24.010, Title 11, Chapter 11.24, Roads and Bridges to incorporate the current edition of the Standard Specifications for Roads and Bridges. This action will bring the code to current standards and is an effort to keep the County current in the industry. Hearing no public testimony, Commissioner Hart moved to close the public hearing. The motion was seconded by Commissioner Robinson and passed unanimously. Mr. Barnet advised the Board that he will present the ordinance to John Moffat, Prosecuting Attorney, for his approval, and will bring the ordinance back to the Board for signature as soon as possible.

3. Signatures - Proclamation for Earth Rally 1994 and Resolution for Clean-Up and Recycling Projects During Earth Rally 1994.

Ric Boge, Recycling Coordinator, presented for the Board's signature a Proclamation establishing April 1-8, 1994 as Earth Rally 1994, Help Keep Skagit County Clean and Beautiful. Mr. Boge also presented for signature by the Board a Resolution Regarding Support for Cleanup/Recycling Projects During Earth Rally 1994. Commissioner Robinson moved to approve the Proclamation and Resolution, which was seconded by Commissioner Hart. The motion was unanimously passed by the Board. Resolution #15257

4. Discussion - Solid Waste Items.

A. Breakdown of Solid Waste Tipping Fees.

Ric Boge, Recycling Coordinator, reviewed a tipping fee breakdown which showed years 1992, 1993 and projected 1994 through 1996, broken down into regulations/other costs and operations costs. Mr. Barnet reviewed specific figures on the chart with the Board.

Rich Medved, Director of Public Works, indicated that 1992 and 1993 are hard numbers based on actual expenditures and that 1994 is based on budget projections. The bulk of expenditures are for closing Inman Landfill and Butler Lagoon. Mr. Boge advised that the County will suffer a \$1,000,000 shortfall this year due a lack of increase in tipping fees. Mr. Medved also advised that the big jump in 1994 is in the necessity for long hauling costs due to the closure of Inman Landfill. A discussion ensued among the Board and Staff concerning the expense of long-hauling rather than utilizing the incinerator. Mr. Boge advised that the long-haul fees are basically a crystal ball estimate at determining the budget for 1994. Commissioner Wolden stated that a concerted effort needs to be made to clean up the waste stream so the incinerator can be better utilized.

Mr. Medved further indicated that over 30% of tipping fees goes to non-operational costs, and that methods need to be developed to lower operational costs and the necessity to consider solid waste disposal districts is imminent. Costs would be distributed more equitably with the formation of solid waste districts. Mr. Medved further stated that illegal dumping is a very real cost that is not tracked on this chart. The Board expressed concern over how much extra costs are incurred in getting materials hauled away that cannot be disposed of at the incinerator. Commissioner Hart advised that subsidizing local industry may be the answer, rather than paying huge amounts to have these materials that previously went to the landfill hauled away. It was noted that the technology is not extensive to get the necessary magnet on the line to remove metal from belt so that the resulting ashes can qualify to be disposed of locally. The Board expressed their support for a concerted effort to make the necessary changes for a more economical operation at the incinerator.

Commissioner Wolden asked Mr. Boge to ascertain the reduction in costs that would be achieved if the unwanted metals were removed via a pick line at the incinerator.

B. Solid Waste Disposal Districts.

Ric Boge, Recycling Coordinator, advised the Board that Mr. Medved, Mr. Boge and Ken Willis, County Health Department, reviewed proposals from two firms for assistance in the formation of solid waste districts. They chose Preston-Thorgrimson as the most qualified for this task. The Board queried Staff on whether part of the costs expended would be regained by a tax or contained in a picking fee, and is it possible the County can hire private sector people to provide necessary services concerning the formation of solid waste districts. Commissioner Hart indicated that he is not anxious to form a utility district and does not understand the illusiveness of determining the exact fees.

Mr. Boge indicated that Staff is trying to create a better system to pull the numbers together. Commissioner Wolden stated that even if the County does not form solid waste districts, the County should be able to track the necessary figures.

It was discussed among the Board and Staff that before a determination the feasibility of solid waste districts, it will be necessary to review what is currently being done in each city in this regard.

A discussion ensued concerning the closure of the Inman Landfill.

The general feeling is that the cities would be receptive to a solid waste district being established. The Board advised Staff that they would like to proceed with the scheduling of meetings with the various cities and general public.

5. Miscellaneous.

- A. Dave Brookings, Planning Department Staff, asked the Board to sign a grant proposal for jobs for the environment previously discussed with the Board. The Board signed the document.
- B. Mr. Brookings further advised the Board that there are predictions for high river conditions in the area by late tomorrow afternoon.

**AMENDMENT TO ARCHITECT CONTRACT WITH CHENEY/PAGE ARCHITECTS FOR SHERIFF'S OFFICE ALTERATIONS.**

Roger Howard, Director of Facilities, presented to the Board a request for an adjustment in the contract with Cheney/page Architects for architectural and engineering services for the Sheriff's Office Alterations. Mr. Cheney is asking that the contract be extended to cover a portion of the unanticipated additional engineering work in the amount of \$2,500 and an additional 50 hours of construction phase services amounting to no more than \$2,160. This would bring the maximum limit of the contract up to \$19,660. Mr. Howard advised that Mr. Cheney's office is most efficient with their time, that this request is not frivolous, and recommended that the Board approve the amendment to the contract. Commissioner Hart moved to approve the amendment to the Cheney/Page contract to allow additional charges up to \$19,600. Commissioner Robinson seconded the motion, which passed unanimously. Mr. Howard indicated that an amendment to the contract would be presented to the Board as soon as it is prepared.

CONSENT AGENDA.

\* Commissioners' Office:

1. Record of the Proceedings from Tuesday, February 22, 1994.
2. Record of the Proceedings from Wednesday, February 13, 1994.
3. Resolution Authorizing Call for Public Hearing Regarding Supplemental Budget. (Resolution #15255)
4. Resolution Increasing the Revolving Fund for the Veteran's Relief Fund #107 from \$5,000 to \$7,500. (Resolution #15256)
5. Out-of-State Travel Request for David Fleming to attend the PRIMA Annual Conference in Denver, Colorado, to stay current with risk management practices from May 15-19, 1994, for a total expense of \$1,624.

\* Public Works:

6. Supplemental Agreement No. 1 to Contract with McLucas & Associates, Inc. reducing the scope of work significantly, with contract completion amended to April 18, 1994 and reducing the contract amount from \$24,999.99 to \$6,100. (Contract #01844)
7. Services Agreement with Sumas Transport, Inc. to pump, haul and discharge leachate from Inman Landfall to wastewater treatment facilities in Skagit County through December 31, 1994 for a total contract amount of \$54,000. (Contract #01951)
8. Resolution Approving Interlocal Cooperative Agreement Between Skagit County and Dike District #1 for the Public Works Department to provide materials, equipment rental and perform work on a reimbursable basis for Dike District #1 for a period of five (5) years. (Resolution #15258)
9. Interlocal Agreement Between Skagit County and Dike District #1 for the Public Works Department to provide materials, equipment rental and perform work on a reimbursable basis for Dike District #1 for a period of five (5) years (February 14, 1994 through February 14, 1998). (Contract #01952)

• Parks:

10. Instructional Services Contract with Maria Chaves for Aerobics classes for the term January 1, 1994 through December 31, 1994 for the maximum amount of 75% of the program fees generated. (Contract #01953)
11. Instructional Services Contract with Maria Chavez for Youth Dance classes for the term January 1, 1994 through December 31, 1994 for the maximum amount of 30% of the program fees generated. (Contract #01954)

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12. Parks Facilities Contract with Mount Vernon Parks and Recreation for Hillcrest, 15th Street and 16th Street softball fields during April, May and June at the rate of \$5 per game. (Contract #01955)
- \* Health:
  13. Amendment No. 1 to 1994 Consolidated Contract between the Department of Health and Skagit County increasing the contract amount by \$6,110 for a total maximum consideration of \$437,092. (Contract #01838)
  14. Guest Speaker Contract with Jane Conquest for a presentation on Personal Perspectives on HIV/AIDS at a fee of \$25 per presentation. (Contract #01956)
  15. Resolution Calling for a Public Hearing Updating the Skagit County Health Department Schedule of Charges. (Resolution #15259)
- Sheriff's Department:
  16. Amendment to the Skagit County Sheriff Department Plantation Rifle Range Agreement with Whatcom County for exclusive use of the rifle range 12 days per calendar year rather than 10 days per calendar year at an increased rate from \$2,176.69 to \$2,930. (Contract #01957)

Commissioner Robinson moved to approve the Consent Agenda for February 28, 1994. Commissioner Hart seconded the motion, which was unanimously approved.

**MISCELLANEOUS.**

1. Jon Aarstad, Director of Parks & Recreation, advised the Board that a grant has been obtained to fund the Burlington-Edison Regional Park, and that no funds will be required from Skagit County. Mr. Aarstad asked the Board to sign a letter addressed to the Interagency Committee for Outdoor Recreation verifying that these funds will be committed to provide matching money for the Burlington-Edison Regional Park grant project. The Board signed the letter as presented by Mr. Aarstad.
2. Mike Woodmansee, Budget/Finance Director, asked the Board to sign a Notice of Intent to Obtain Telephone/Written Quotations for up to 10 network personal computers for a total of \$13,000. Commissioner Hart moved to sign the Notice of Intent. Commissioner Robinson seconded the motion, which passed unanimously.
3. 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 28, 1994, the Board, by a majority vote, did approve for payment those vouchers included in the above-mentioned list and further described as follows:

Voucher numbers E4000/127381 through E40232/128099 and PW9400007220 through PW9400007540 and payroll warrants numbered 44390 through 45389 in the total of \$1,054,753.74 (Transmittal #P-04-94);

Voucher numbers 198 through 198 and warrants numbered 198 through 198 in the total of \$17,410.97 (Transmittal #R-06-94); and,

Voucher numbers 4001466/EL400-33/4010-33-4010-43/PR65001-65016, PR15001-150087, 3020532-3020586 through 4002198/EL400-61 (Warrant numbers 108408 through 108999) in the total of \$1,447,075.64 (Transmittal #C-10-94).

**DECISION - INTERIM IMPACT FEES FOR CONWAY SCHOOL DISTRICT.**

Chairman Wolden opened the session and noted that the Board had received two letters and two petitions from the general public concerning this matter. Chairman Wolden reviewed the history of the growth in the Conway School District, indicating that 33 new homes were built in the area in 1993. If the Board determines that the Conway School District recommended impact fees are appropriate, the following steps must be accomplished:

1. Adoption of the School District's Capital Facility Plan as a part of Skagit County's comprehensive Plan;
2. Preparation and adoption of an Ordinance containing the following sections: Method of Collection, Exemptions, Credits, Appeals, Use of Funds, Refunds, and Administration of Funds; and,
3. An Interlocal Agreement with the School District.

Commissioner Robinson stated that the important thing to remember is that this is an interim fee, that there is a citizens advisory group currently reviewing this situation, and that it is important that the citizens advisory committee complete their review.

Chairman Wolden moved to adopted the interim impact fees for the Conway School District subject to the three items listed above. Commissioner Hart seconded the motion.

A discussion ensued clarifying that the impact fees do not offset the bond and cannot be used to retire bond debt.

There was a call for the question on the motion on the floor, and the motion passed unanimously. The Board advised that there will be a call for a public hearing to assist in the creation of an ordinance as listed above.

Chairman Wolden asked Planning Department staff for an approximate timeline for preparing the ordinance and final implementation of the interim impact fees. Mr. Hough advised that he has received a draft ordinance from Grace Yuan, the attorney for the Conway School District, that he has not yet reviewed the draft ordinance, that the draft ordinance will have to be modified and reviewed by the Prosecuting Attorney, and should be ready to advertise for a public hearing within two weeks.

Ken Guernsey, Conway School District Superintendent, queried the Board and Staff on the conditions for the implementation of the interim impact fees. He specifically wanted clarification of the timeline for collecting the interim impact fees. It was ascertained that fees cannot be collected until the ordinance is in place.

Brian McGuinness, Executive Officer of Skagit-Island Counties Builders' Association, advocated collection of the impact fee as late in the process as possible.

After a general discussion on implementation of the interim impact fees, Mr. Hough advised that the entire process should take approximately six months.

**EMERGENCY MANAGEMENT COUNCIL MEETING.**

Tom Sheahan, Director of Emergency Management Services, advised that a committee composed of several members of the Emergency Management Council has reviewed the proposals from consultants wanting to provide enhanced 911 services. The Request for Proposals was sent to a recommended list from the State 911 Committee and was also advertised in the Skagit Valley Argus.

Mr. Sheahan reviewed a Consultant Rating Sheet which listed the following criteria which each consultant was to have addressed:

1. To coordinate and comply with the rules set by Washington State and the State E911 office for implementation of Enhanced 911;
2. To assist in determining Skagit County's E911 system specifications.
3. To investigate the feasibility of Skagit County joining with Island, San Juan and Whatcom Counties in the establishment of a regional E-9-1-1 Center;
4. To assist evaluating vendor proposal(s);
5. To assist in vendor contract negotiations;
6. To coordinate system installation;
7. To develop and oversee systems test;
8. To develop systems acceptance criteria;
9. To oversee system acceptance;
10. To coordinate rural addressing with "Skagit County Address Advisory Committee;"
11. To coordinate Master Street Addressing Guide (MSAG) development. Skagit County is presently proposing a geographic informational system using graphic address coding - a system for managing address information;
12. Inventory and document current communication systems for Skagit County; and,

13. Analyze possible configuration for future consolidation; i.e., fire, police, records, computer equipment, and other public safety service agencies.

There was also a detailed list of items that were to have been included in the proposals.

From the compilations on this evaluation sheet, the committee selected four contractors from the nine submitted. These include RAM Communications Consultants, Inc. of Clifton Park, NY, Studio Cascade community Planning and Design, Okanogan, WA, Adcomm Engineering Company, Kirkland, WA and the Warner Group, Woodland Hills, CA.

Mr. Sheahan then produced a scoring sheet summary to the Board for their review, showing the rating of each consultant. He advised that a schedule has been set up for 30-minute presentations from each of the four contractors considered finalists, with these sessions currently scheduled for Tuesday and Wednesday, March 1 and 2.

Timing deadlines are the most difficult hurdle ahead for this program. In the Request for Proposals sent out, the county stated that April 30 is the deadline, however the contract signed by the Board indicates proposals must be submitted by April 21. This presents an extremely tight timeframe, and with that Mr. Sheahan is asking the Board for permission to proceed with this project by allowing the committee to send letters to the rejected proposals, and permission to draft a letter and contract to be signed by the Board hiring one of the four contractors presented.

Commissioner Wolden noted his concern in getting involved with a contractor who can finish the job on time due the the tight timeframe.

The Board asked Mr. Sheahan several specific questions regarding the proposed fees and contract amounts and clarified the varying costs of travel, together with the application of grant funds toward this program.

Mr. Sheahan asked the Board for a motion granting him permission to send out the necessary rejection letters, advising certain consultants that they are not making the bidders list. Commissioner Robinson moved to approve the mailing of such letters, and the motion was seconded by Commissioner Hart. The motion was unanimously approved.

Commissioner Hart then moved to approve the preparation of a contract for presentation to the Board next Tuesday following the interviews on March 1 and 2. Commissioner Robinson seconded the motion, which was unanimously approved.



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 Wolden, Chairman

  
Robby Robinson, Commissioner

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Robert Hart, Commissioner

ATTEST:

  
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Patti J. Owen, Clerk  
Skagit County Board of Commissioners