

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

Monday, August 1, 1994

Flag Salute.

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

Public Works Department - Rich Medved, Director.

- 1) Public Hearing - Supplemental Budget Funding of Fund No. 141 (Storm Water Control Fund) and Fund No. 117 (County Road Fund).
- 2) Public Hearing - Consideration of Speed Limit Reduction on Cape Horn Road, No. 9500.
- 3) Public Hearing - Establishment of a Permit System for Opening of Unopened County Rights-of-Way.
- 4) Signature - Supplement No. 2 to Consulting Services Agreement with Montgomery-Watson Engineers for Skagit County Drainage Study.
- 5) Signature - Personal Services Agreement with Rick's Quality Works for Ditch Improvements near Deane's Drive, No. 1033.
- 6) Signature - Right-of-Way Purchase Authorization for Parson Creek Fish Passage Project.
- 7) Signature - Supplement No. 1 to Consulting Services Agreement with Reid Middleton, Inc. for Rosario Road, C.R.P. #1031-1.
- 8) Customer Service Update.
- 9) Miscellaneous.

CONSENT AGENDA.

MISCELLANEOUS.

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, August 1, 1994, with Commissioners Harvey Wolden, Robby Robinson and Robert Hart present.

PUBLIC WORKS DEPARTMENT - Rich Medved, Director.

1. Public Hearing - Supplemental Budget Funding of Fund No. 141 (Storm Water Control Fund) and Fund No. 117 (County Road Fund).

Marsha Jaeger, Public Works Department Staff, briefly reviewed the Resolution Authorizing Supplemental Budget and Budget Line Item Change as presented to the Board. Dave Brookings, Public Works Staff, discussed briefly the implications of this supplemental funding. There being no public comment forthcoming, Commissioner Robinson moved to close the public hearing. Commissioner Hart seconded the motion, which was unanimously approved.

Commissioner Robinson moved to approve the Resolution as presented by Staff. Commissioner Hart seconded the motion, which was unanimously approved. (Resolution No. 15442)

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2. Public Hearing - Consideration of Speed Limit Reduction on Cape Horn Road, No. 9500.

Ed Hawes, Public Works Department Staff, advised the Board of the proposed speed limit reduction on Cape Horn Road from 40 miles per hour to 30 miles per hour beginning at Lyman Hamilton Road, Mile Post 0.00 and continuing to Mile Post 1.55. Mr. Hawes further advised that this request had been initiated by local residents.

There being no public comment forthcoming, Commissioner Robinson moved to close the public hearing. Commissioner Hart seconded the motion, which unanimously carried.

Commissioner Robinson moved to approve the speed limit reduction on Cape Horn Road from 40 miles per hour to 30 miles per hour. The motion was seconded by Commissioner Hart, and was unanimously approved. (Resolution to be provided by Staff at a later date)

3. Public Hearing - Establishment of a Permit System for Opening of Unopened County Rights-of-Way.

Young Soo Kim, Public Works Department Staff, briefly reviewed the reasoning for the establishment of a permit system for opening unopened rights-of-way.

Mr. Kim stated that the major advantages of this permit system are as follows: Staff can respond to the public in a timely manner, categorizing of the various permits will be easier, Staff can establish a reasonable review fee based on the permit process, the County's expense will be less due to not having to go through the expense of noticing and holding a public hearing for each permit requested, and the applicant's costs will be minimized as no detailed engineering data from each applicant will be required.

Commissioner Hart indicated his approval of this proposal due to the County's paperwork process being streamlined, thus reducing costs.

Commissioner Robinson asked questions about the costs being proposed for the issuance of the permits. Specific instances of the proposed fees were discussed. It was noted that many permits will cost the applicant less than \$200. Costs will go down due to the discontinuation of the extended engineering reviews. Rich Medved, Public Works Department Director, stated that on a case-by-case basis, these procedures will be more cost-effective for the majority of citizens.

There being no further public comment forthcoming, Commissioner Robinson moved to close the public hearing. Commissioner Hart seconded the motion, which unanimously carried.

Commissioner Robinson moved to adopt the Ordinance establishing a permit system for opening unopened County rights-of-way. Commissioner Hart seconded the motion, which was unanimously approved. (Ordinance #15443)

4. Signature - Supplement No. 2 to Consulting Services Agreement with Montgomery-Watson Engineers for Skagit County Drainage Study.

Dave Brookings, Public Works Department Staff, advised that this supplement is merely a time extension, extending the subject contract to January 21, 1995. Commissioner Hart moved to approve this contract supplement as presented by Staff. Commissioner Robinson seconded the motion, which unanimously carried. (Contract #01393)

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5. Signature - Personal Services Agreement with Rick's Quality Works for Ditch Improvements for Deane's Drive, No. 1033.

Mr. Brookings reviewed the details of this contract for improvement to an existing ditch near Deane's Drive. Mr. Brookings advised that this work is necessary because the County has replaced a road culvert adjacent to the site. Site constraints require the use of a Bob Cat with tracks. The cost is approximately \$800. Commissioner Hart moved to approve the contract as presented. Commissioner Robinson seconded the motion, which was unanimously approved. (Contract #02093)

6. Signature - Right-of-Way Purchase Authorization for Parson Creek Fish Passage Project.

Doug Barnet, County Engineer, reviewed with the Board the necessity of the replacement of the roadway cross culvert at Parsons Creek. Mr. Barnet advised that this is part of a State Department of Fisheries habitat enhancement program to improve fish passage through structures. A booklet was also reviewed which identified the right-of-way acquisitions necessary to perform this work. The cost of this purchase is \$1,480 for both a right-of-way and easement. Commissioner Hart moved to approve the acquisition of this right-of-way. Commissioner Robinson seconded the motion, which unanimously carried.

7. Signature - Supplement No. 1 to Consulting Services Agreement with Reid Middleton, Inc. for Rosario Road, C.R.P. #1031-1.

Mr. Barnet reviewed the history of this project by displaying a map showing the exact location of the Rosario Road project. Mr. Barnet explained that there have been several alternatives suggested for the road improvements to this intersection. At the time the design report was submitted to Skagit County Public Works, and after review by the Department, the consultant was directed to proceed with the first alternative proposed, which involved the high side of the intersection. Mr. Barnet advised that this alternative addressed snow and ice concerns, required minimum work in other areas of the intersection, and is the least expensive of all of the alternatives. Public Works purchased adjacent property which allowed any of the options proposed to proceed. After resident meetings, there was some concern that the alternative chosen did not address the necessary concerns of the local citizenry. Mr. Barnet indicated that additional review was required and the specifics of additional alternatives were reviewed with the Board. Mr. Barnet advised that Staff decided to proceed with a different alternative for this County road project. The current blueprints for this intersection were reviewed with the Board.

Mr. Barnet assured the Board that this current proposal addresses most of the concerns mentioned by the residents in the area. Mr. Barnet advised the Board that this supplement is not for additional work to be performed, but is for work that has already been done and is reflected in the drawings presented.

Commissioner Hart expressed his feeling that much of this project has not addressed the necessary sensitivity to the residents in the area, and that additional work needs to be done in-house, not by an outside engineering firm. Commissioner Hart further indicated that these types of supplements need to be presented to the Board prior to completion of the work. Chairman Wolden concurred with Commissioner Hart's comments.

Commissioner Hart moved to approve the Supplement Agreement as presented by Staff. Commissioner Robinson seconded the motion, which was unanimously approved. (Contract #01526)

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8. Customer Service Update.

Rich Medved, Director of the Public Works Department, advised the Board that the Department continues to make progress and complete the action items on the list of customer service strategies and objectives.

Mr. Medved briefly reviewed several specific tasks that have been accomplished or are in progress. These items include updating telephone directories to make it easier for the public to receive the information desired, a review of charging fees for certain tasks and eliminating small inconsequential fees, publicizing Public Works accomplishments and future projects such as road improvements and oiling schedules, participating in continuing customer service training, installing signage advising of road projects, and developing methods to present accurate statistics and numerical information.

Commissioner Robinson indicated that increased signage and has been very beneficial for the public, and that after public hearings are held and matters have been resolved, the signs should be removed to eliminate confusion.

Chairman Wolden noted that the signage has caused more people to become involved in the 6-year TIP and much more input has been obtained than in previous years.

Mr. Medved indicated that construction projects are also being signed so individuals know what is happening. Chairman Wolden stated that full explanations of funding should be given to the public to make projects viable and understood. Mr. Medved stressed the point of presenting accurate statistics to the public and the importance of presenting quantifiable facts.

Commissioner Hart indicated the necessity exists to spend more time listening to what people say rather than being anxious to provide ready explanations.

Mr. Medved advised the Board that there has been more delegating of authority throughout the Department, and more field staff are making decisions on the spot, thereby avoiding unnecessary delays.

Mr. Medved further advised that all County Shop vehicles carry service request forms and instructions for distribution to the public when service requests are made out in the field. This procedure will eliminate the possibility of drivers accidentally forgetting services requested.

Mr. Medved also noted that the Department is working to coordinate road work with utilities maintenance work to avoid the overlap work.

9. Miscellaneous.

There were no miscellaneous items for review.

CONSENT AGENDA.

Commissioner Robinson moved to approve the Consent Agenda for August 1, 1994. Commissioner Hart seconded the motion, which passed unanimously.

* Commissioners' Office:

1. Record of the Proceedings from Monday, July 25, 1994.

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2. Record of the Proceedings from Tuesday, July 26, 1994.
3. Personal Services Agreement with Kathy Pyle Fiske to provide training of the Best SELF site staffs in community services and how to engage young children in service for the period June 1, 1994 through August 18, 1994, for a maximum consideration of \$250. (Contract #02094)

* Health:

4. Interagency Agreement with the Washington State Department of Social and Health Services for the Childhood Immunization Project (CHIP) effective from the date of execution through June 30, 1995 for the amount of \$13,000. (Contract #02095)

MISCELLANEOUS.

- A. 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, August 1, 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 PW9400008823 through PW9400009164 and 131259 through 132558 and payroll warrants numbered 49745 through 50846 in the total of \$1,281,789.51 (Transmittal No. P-15-94).

Voucher numbers P163001 through P163034, P070001 through P070017, P164001 through P164007, P163035 through P163037, 4009239 through 4009286, 4009423 through 4009450, 4009554 through 4009579, 4009287 through 4009394, 4009609 through 4009621, 4009722 through 4009796, warrants numbered 115926 through 116337 in the total of \$1,305,713.20 (Transmittal C37-94).

Voucher numbers 4009395 through 4009422, 4009451 through 4009553, 4009580 through 4009608, 4009331 through 4009352, 4009622 through 4009721, 4009797 through 4009821, 4009847 through 4009896, 4009930 through 4009965, 4009987 through 4009992, 4001-22 through 4001-23, warrants numbered 116338 through 116850 in the total of \$1,990,760.40 (Transmittal #C38-94).

- B. Staff presented to the Board for signature a Personal Services Agreement with Corporate Strategy, Inc. to provide group Customer Service Training and provide collection, analysis, tabulation and summary reports of customer service survey forms at a rate of \$50 per employee receiving training. Commissioner Hart moved to approve the Contract as presented by Staff. Chairman Wolden seconded the motion, which unanimously carried. (Contract #02096)
- C. Staff presented to the Board for signature an Agreement by and between Skagit County Commissioners, The Sheriff of Skagit County and Skagit County Deputy Sheriff's Guild for the period January 1, 1993 through December 31, 1995. Commissioner Hart moved to approve the Contract, and the motion was seconded by Chairman Wolden. The motion was approved unanimously. (Contract #02097)

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- D. Staff presented to the Board for signature a Personal Services Agreement with Fire Extinguisher Service for service and inspection of sprinkler systems throughout the County complexes at a yearly rate of \$2,000. Commissioner Robinson moved to approve the contract as presented by Staff. Commissioner Hart seconded the motion, which was *unanimously approved*. (Contract #02098)

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



Robert Hart, Commissioner

ATTEST:



Patti J. Owen, Clerk
Skagit County Board of Commissioners