

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

Monday, October 10, 1994

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

Board of Health - Pat Pearce, Director

- 1) Urgent Needs Quarterly Report.
- 2) Discussion - Environmental Health Activities in Land Use Planning.
- 3) Hantavirus Update.
- 4) Miscellaneous.
 - A) Adult Health Advisory Council.
 - B) Testimony to Health Services Commission on Uniform Benefits Package.
 - C) VISTA Volunteer.

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

Public Works Department - Rich Medved, Director.

- 1) Proclamation - Recycle Week October 17-23, 1994.
- 2) Signature - Personal Services Agreement with Arne Svendsen for Work in the Warner Prairie Sub-Flood Control Zone.
- 3) Presentation - Request for Letters of Interest and Statements of Qualifications - Lower Samish Basin Flood Hazard Management Plan.
- 4) Update - Customer Service Strategy.
- 5) Update - Resource Recovery Facility Requests for Proposal.
- 6) Update - Inman Landfill Closure.
- 7) 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, October 10, 1994, with Commissioners Harvey Wolden, Robby Robinson and Robert Hart present.

BOARD OF HEALTH - Pat Pearce, Director.

1. Urgent Needs Quarterly Report.

Maryl Skjei, Health Department Staff, briefly reviewed the Injury Prevention Program in conjunction with the identified Urgent Needs areas within the County. Ms. Skjei discussed the Family Safety Fair which was held August 13, 1994 in conjunction with the monthly Immunization Clinic at the Cascade Mall in Burlington. The Senior Fair was also conducted at the Cascade Mall but was not as well attended. Ms. Skjei advised that Fire Prevention Week is October 9-15 and is very timely due to recent tragedies within the County.

John Thayer, Health Department Staff, briefly reviewed the Food Safety Project in conjunction with the Urgent Needs program. This project includes the Hazard Analysis Critical Control Point (HACCP). Initial response has been favorable from local restaurants, but is very time intensive for Staff to make these reviews.

RECORD OF THE PROCEEDINGS

Monday, October 10, 1994

Page #2

John Hadman, Health Department Staff, reviewed the Tobacco Prevention/Cessation Programs and advised that in this regard he has worked with the Wellness Committee for Skagit County employees in setting up tobacco cessation classes. Mr. Hadman advised that he is also working with Cascade Job Corps to set up a tobacco cessation program. Specifics of various public involvement programs were briefly discussed.

2. Discussion - Environmental Health Activities in Land Use Planning.

Ron Palmer, Health Department Staff, advised that the Environmental Health Staff has been assisting the Planning Department since the 1970's. Although these services are not specifically mandated by local or state law, the knowledge base and scientific expertise of Staff enhances the depth and breadth of land use recommendations coming to the Planning Commission, Hearing Examiner and the Board. These items include watershed planning, assuring water availability for new subdivisions, groundwater resource concerns (seawater intrusion), monitoring noise to assure compliance with land use standards, and evaluating proposed land use activities that pose a chemical hazard to citizens and the environment.

Mr. Palmer advised that some of the land use decisions lead to licensing by the Health Department (camping, parks, mobile home parks, camps, solid waste disposal/collection/recycling and biosolids utilization) and therefore input from the Environmental Health Staff is most beneficial.

Carol Ehlers, a Planning Commission member, urged the Board to allow Mr. Palmer more time to devote to interaction with the Planning Department. Ms. Ehlers stressed that the Planning Department most often deals with such items on a conceptual basis rather than an actual installation approach, and that there is no developed structure within the County for environmental concerns, particularly in regards to water systems. Ms. Ehlers further noted that the need exists for a team approach combining the forces of the Health, Planning and Permit Center staffs.

3. Hantavirus Update.

Kristi Reynolds, Health Department Staff, reviewed with the Board the recent press release on positive test results for Hantavirus in Whatcom County, and the possible effects on residents of Skagit County.

4. Miscellaneous.

A. Adult Health Advisory Council.

Pat Pearce, Health Department Director, reviewed with the Board a list of the Skagit County Health Department Advisory Council. Ms. Pearce also briefly discussion the Council's Vision Statement, Mission Statement and Problem Statement. Ms. Pearce further noted that the Council meets on a monthly basis.

B. Testimony to Health Services Commission on Uniform Benefits Package.

Ms. Pearce reviewed an October 7, 1994 letter to the Washington State Health Services Commission regarding the Uniform Benefits Package (UBP). Ms. Pearce further explained that this is a partnership with the medical community attempting to work in unison for a healthy community.

C. VISTA Volunteer.

Ms. Pearce advised that employing VISTA volunteers was initially proposed through the Community Action Agency and that such volunteers are very effective in taking on and completing projects. The cost to the

County is inconsequential as all that is required is supervision, a place to sit and desk supplies. The Board indicated their approval of this type of volunteer utilization.

D. Wellness Award.

Ms. Pearce displayed for the Board a recent trophy for a State award won by the County Employee Wellness Program. Ms. Pearce advised that the Wellness Representatives in every department are key to the continuation and success of this program.

PUBLIC WORKS DEPARTMENT - Ric Medved, Director.

1. Proclamation - Recycle Week October 17-23, 1994.

Francis Ambrose, Public Works Department Staff, read the subject Proclamation into the record. The Board indicated their concurrence with the proclaiming of Recycle Week October 17-23, 1994. Commissioner Hart moved to adopt the Proclamation as read by Ms. Ambrose. Commissioner Robinson seconded the motion, which unanimously passed.

2. Signature - Personal Services Agreement with Arne Svendsen for Work in the Warner Prairie Sub-Flood Control Zone.

Dave Brookings, Public Works Department Staff, presented the subject Personal Services Agreement with Arne Svendsen to do work in the Warner Prairie Sub-Flood Control Zone for a total project cost of \$600. Commissioner Robinson moved to approve the agreement as presented by Staff. Commissioner Hart seconded the motion, which passed unanimously. (Contract #02183)

3. Presentation - Request for Letters of Interest and Statements of Qualifications - Lower Samish Basin Flood Hazard Management Plan.

Mr. Brookings advised that the department intends to comply with the direction of the Board last week and issue a request for letters of interest and statements of qualifications on the Lower Samish Basin Flood Hazard Management Plan. A brief discussion ensued on the specific details of the plans for the area and the funding available.

Commissioner Hart stressed the need to find a workable product and not waste money on another study. Mr. Brookings assured the Board that this will be a very streamlined procedure and fits the limited budget.

4. Update - Customer Service Strategy.

Rich Medved, Director of Public Works, advised the Board that the Customer Service training program has been attended by most of the Public Works Department Staff. Other strategy items are on-going.

5. Update - Resource Recovery Facility Requests for Proposal.

Mr. Medved advised that the Evaluation Committee met last week and narrowed the proposals for the Resource Recovery Facility to three. These include Wheelabrator, A&C Group, and HRS Group. Mr. Medved advised that interviews will be scheduled for October 21 with all three firms. The three interviewees will be faxed questions and comments prior to the scheduled interviews. Mr. Medved advised that the proposals are good, but are just the starting point and that much more evaluation must take place. It was

stressed that community involvement in the selection process will be of the utmost importance. A comprehensive report, history and decision matrix on the companies submitting proposals will be developed. This report will be circulated and/or distributed for two weeks to allow the Solid Waste Advisory Committee (SWAC), city mayors, etc. to comment. Mr. Medved advised that a public hearing will be set up to present the subsequent findings, and has been tentatively set up for Monday, November 21. This will allow much time for scrutiny and presentation to the Board of a finished report and final recommendation.

Commissioner Hart confirmed with Mr. Medved that SWAC has been involved in this process and is, in fact, a part of the Evaluation Committee.

Commissioner Robinson advised that he will be on vacation on November 21, and consequently would not be able to attend a public hearing on that date.

The Board indicated their consensus to have all three commissioners present for this important public hearing.

After brief discussion, Mr. Medved agreed to move the public hearing to November 28, and advised that he will provide a written schedule to the Board to verify the pertinent dates.

Chairman Wolden indicated that Mr. Medved should also send such a schedule to the SWAC members.

6. Update - Inman Landfill Closure.

Mr. Medved advised that Phase II of the Inman Landfill officially closed by the deadline date of October 9. There are closure activities still going on, and Mr. Medved stated that the County is probably about 3 weeks away from closing the entire site.

7. Miscellaneous.

Mr. Medved confirmed the meeting on Wednesday, October 12, 1994, with Sid Morrison of the Department of Transportation. The Board stated they would leave for Mr. Morrison's office in Olympia at 4:30 a.m. in order to make the 7:00 a.m. meeting.

CONSENT AGENDA.

Commissioner Robinson moved to approve the Consent Agenda for Monday, October 10, 1994, as presented by Staff. The motion was seconded by Commissioner Hart, and passed unanimously.

* Commissioners' Office:

1. Record of the Proceedings from Friday, September 30, 1994.
2. Record of the Proceedings from Monday, October 3, 1994.
3. Record of the Proceedings from Tuesday, October 4, 1994.

* Health:

4. Contract with DSHS providing \$3,972 for clerical support for the Birth-to-3 Program for the

RECORD OF THE PROCEEDINGS
Monday, October 10, 1994
Page #5

period October 1, 1994 through September 30, 1995. (Contract #02184)

* **Treasurer:**

5. Personal Services Agreement with Steve Kleinbart for preparing an excise tax module and interface warrants spreadsheet to Casntax for the period September 25, 1994 through November 30, 1994 for a total sum of \$4,000. (Contract #02185)
6. Resolution Establishing a Treasurer's Cash Over/Short Revolving Fund. (Resolution #15510)

* **Parks:**

7. Agreement for use of Sedro Woolley School District School Facilities for Adult Basketball Class on October 24, 1994 at a rate of \$45. (Contract #01292)
8. Personal Services Agreement with Hunnicutt & Associates, Inc. for an updated review appraisal covering the abandoned railroad right-of-way from the Snohomish/Skagit border to Sedro Woolley along Highway 9 for a fee of \$1,500 payable from Centennial Trail Grant Funds for the period October 17, 1994 through November 30, 1994. (Contract #02186)
9. Washington State Snowmobile and Winter Programs Cooperative/Collection Agreement for Snowmobile Trail Grooming Grant for the total amount of \$25,398 terminating May 31, 1995. (Contract #02187)

• **Prosecuting Attorney:**

10. Contract with D-Tech, Inc. for burglar and fire alarm system monitoring at the rate of \$300 for a 1-year period from date of execution. (Contract #02188)

* **Public Works:**

11. Resolution Authorizing Budget Line Item Change, County Road Fund No. 117. (Resolution #15511)
12. Resolution Approving Interlocal Cooperative Agreement Between Skagit County and Skagit System Cooperative. (Resolution #15512)
13. Interlocal Agreement with Skagit System Cooperative to provide materials and equipment on a reimbursable basis. (Contract #02189)
14. Resolution Establishing Traffic Safety Improvement Projects for the upgrade of substandard bridges rails and advance bridge rails along various county roadways. (Resolution #15513)
15. Resolution establishing a Traffic Safety Improvement Project on Bow Hill Road as it intersects with Cedar Drive, a private road. (Resolution #15514)
16. Change Order #1 to contract with WEDCO Construction, Inc. for Chilberg Road improvement project, adding an additional \$41,660 for additional work deemed necessary

RECORD OF THE PROCEEDINGS

Monday, October 10, 1994

Page #6

and not included in the original contract, making a total contract amount of \$1,355,003.40. (Contract #02088)

17. Revised Supplement No. 1 Local Agency Agreement - Peter Anderson Road/Railway Crossing Signalization, allowing the County to receive 99% Federal reimbursement on construction costs instead of the previous 90% reimbursement. (Contract #01434)
18. Personal Services Agreement with Lakeside Industries for Farm-to-Market Road Improvements near Lignotech for the period September 7, 1994 through December 31, 1994 for a total consideration of \$3,500. (Contract #02190)

* **Senior Services:**

19. 1995 Federal Grant Application to the Corporation for National and Community Service (formerly ACTION), requesting total funds of \$80,558. (Contract #02191)

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, October 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:

Voucher numbers 4EL-215 through 4EL-230, 4010-563 through 4010-596, 4014-111 through 4014-134, PW4-2024 through PW4-2179, and P1-171001 (Warrant numbers 119543 through 120165) in the total amount of \$1,510,339.94 (Transmittal #C53-94); and

Voucher numbers 135336 through 135605 (Payroll Warrant numbers 53712 through 53969) in the total of \$16,341.65 (Transmittal #P-20-94).

- B. An Out-of-State Travel Request for Donald Marlow of the Sheriff's Office to attend an electronic surveillance workshop in Bozeman, Montana from October 9 through October 14, 1994 for a total cost of \$220 was presented for the Board's approval. Commissioner Hart moved to approve the *Out-of-State Travel Request of Donald Marlow as presented*. Commissioner Robinson seconded the motion, which was unanimously approved.
- C. Staff presented a letter directed to Pitney Bowes confirming the terms and conditions to resolve all issues relating to the lease for the Pitney Bowes Paragon Mailing System. Staff advised that this matter will be totally resolved with a payment by the County to Pitney Bowes of \$3,080, and the removal of the subject equipment. Commissioner Hart moved to sign the letter agreement with Pitney Bowes as presented by Staff. *The motion was seconded by Commissioner Robinson, and passed unanimously.*

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

Harvey Wolden, Chairman

Robby Robinson

Robby Robinson, Commissioner

Robert Hart

Robert Hart, Commissioner

ATTEST:

Patti J. Owen

Patti J. Owen, Clerk
Skagit County Board of Commissioners