

**RECORD OF THE PROCEEDINGS  
SKAGIT COUNTY BOARD OF COMMISSIONERS  
Monday, March 18, 1996**

- 9:30 a.m. - 10:00 a.m.      Discussion - Washington State Association of Counties Labor & Industries Group Retro Plan.
- 10:00 a.m. - 11:00 a.m.      Public Works Department - Jan Keiser, Director.
- 1)      Discussion - Repairs to Solid Waste Track Loader.
  - 2)      Discussion - "Rural" Surface Transportation Program Regional Projects.
  - 3)      Discussion - Skagit River Feasibility Study Cost Share Agreement.
  - 4)      Signature - Resolution Calling For Bids on Purchase of Burlap Sandbags.
  - 5)      Signature - Resolution regarding Designation of Authorized Representative to Submit Disaster Assistance Forms for Britt Slough and Hansen Creek Sub-Flood Control Zones.
  - 6)      Signature - Resolution Awarding Bid for Purchase of Motor Fuel.
  - 7)      Signature - Resolution Approving Interlocal Cooperative Agreement with Douglas County.
  - 8)      Miscellaneous.

**CONSENT AGENDA.**

**MISCELLANEOUS.**

- 2:00 p.m. - 2:30 p.m.      Facilities Projects Update.
- 2:30 p.m. - 3:30 p.m.      Parks & Recreation Advisory Board Update.
- 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, March 18, 1996, with Commissioner Ted W. Anderson, Robert Hart and Harvey Wolden present.

**DISCUSSION - WASHINGTON STATE ASSOCIATION OF COUNTIES LABOR & INDUSTRIES GROUP RETRO PLAN.**

Dave Fleming, Risk Manager, described the concept of a retro pool, explaining that all members (Counties) of the pools combine losses and are then jointly rated as one entity. Mr. Fleming stated that annual assessments are made and then adjustments made accordingly. Mr. Fleming mentioned that the history of the pool is very respectable and presented information packets to the Board for review. Mr. Fleming stated that retro pools come with an attached percentage to cover losses that may occur. A discussion ensued in regard to the possibility of the County's participation in this pool and the benefits and risks involved. Discussion continued in regard to depositing the refunds from this plan into an insurance fund account. Commissioner Hart reviewed the advantages of this plan. Commissioner Wolden concurred. Chairman Anderson stated that the Board would like Mr. Fleming to proceed to include the County in this plan.

**PUBLIC WORKS DEPARTMENT - Jan Keiser, Director.**

1.      **Discussion - Repairs to Solid Waste Track Loader.**

Robin LaRue, Assistant Director, discussed the necessary repairs to the Solid Waste Track Loader located at the transfer station, stating that with these repairs, this machine could possibly last three more years. Mr. LaRue requested to send through a Notice of Intent to Obtain Quotes in this regard. Mr. LaRue reported that the repairs will take approximately two to three weeks and would cost approximately \$3,000 - \$8,000.

2.      **Discussion - "Rural" Surface Transportation Program Regional Projects.**

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Dave Baltz, Public Works Staff, reported on the rural surface transportation program reviewing the projects prior to being submitted to the RTPPO Policy Board during their meeting on Wednesday. Mr. Baltz first reviewed the Cook Road Improvement Project and the Reservation Road Project. Mr. Baltz stated that the Cook Road Project was approved for full funding and the Reservation Road project was unable to be included in the funding. Mr. Baltz reported that Public Works has asked that the remaining \$12,000 be added to the Reservation Road project to the Preliminary Engineering phase and presented the revised budget to the Board for review. A discussion ensued.

3. Discussion - Skagit River Feasibility Study Cost Share Agreement.

Dave Brookings, Surface Water Management Division Manager, presented a brief update on the Skagit River Feasibility Study, stating that an action plan has been developed by the Flood Control Committee. Mr. Brookings reviewed the items most recently discussed, stating that lobbying has been done for "start-up" monies and work sessions have been scheduled. Mr. Brookings also mentioned that Skagit Systems Cooperative will be invited, a work session will be held with the Army Corps of Engineers, and a recommendation will be prepared and presented to the Board of County Commissioners.

4. Signature - Resolution Calling for Bids on Purchase of Burlap Sandbags.

Mr. Brookings also presented a Resolution Calling for Bids for Sandbags to restock sandbags that were used during the November floods. Mr. Brookings stated that a stockpile must be kept, even though the Corps provide sandbags during an actual event. Mr. Brookings stated that the cost is approximately 26 cents per bag. Commissioner Hart made a motion to approve the Resolution as presented. Commissioner Wolden seconded the motion and it passed unanimously. (Resolution #16087).

5. Signature - Resolution regarding Designation of Authorized Representative to Submit Disaster Assistance Forms for Britt Slough and Hansen Creek Sub-Flood Control Zones.

Mr. Brookings presented the above referenced Resolution, authorizing John Abenroth, Jr. as the designated person to submit forms as appropriate. Commissioner Hart made a motion to approve the Resolution, as presented. Commissioner Wolden seconded the motion and it passed unanimously. (Resolution #16088).

6. Signature - Resolution Awarding Bid for Purchase of Motor Fuel.

Charlie Sisson, E.R. & R. Coordinator, presented a Resolution awarding the bid to Skagit Farmers Supply, stating that the lowest bidder (Nelson Petroleum) has decided to not participate in this bid award, so the bid was awarded to Skagit Farmers Supply. Commissioner Wolden made a motion to approve the Resolution, as presented. Commissioner Hart seconded the motion and it passed unanimously. (Resolution #16089).

7. Signature - Resolution Approving Interlocal Cooperative Agreement with Douglas County.

Mr. Sisson stated that Douglas County has requested an interlocal agreement to purchase off of the County's bid award. Mr. Sisson stated that this would eliminate the need for Douglas County to go through the process. Commissioner Hart made a motion to approve the agreement, as presented. Commissioner Wolden seconded the motion and it passed unanimously. (Resolution #16090) (Contract #02873)..

8. Miscellaneous.

1. Jan Keiser, Director, stated that they are in the final process of putting together flood damage assessments and that the department will be brought back before the Board.
2. Ms. Keiser discussed the co-location of the SKAT facility. The Board directed Ms. Keiser to discuss the timelines with Young Soo Kim, Public Works staff.

**CONSENT AGENDA.**

Commissioner Wolden made a motion to approve the Consent Agenda, as presented. Commissioner Hart seconded the motion and it passed unanimously.

\* Commissioners Office:

1. Record of the Proceedings of Monday, March 11, 1996.
2. Record of the Proceedings of Tuesday, March 12, 1996.

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3. Resolution regarding Skagit County Tax Levies for 1996. **(Resolution #16091).**

4. Service Agreement with Skagit Community Action Agency outlining services regarding the CDBG funds. The total amount to be paid by the County shall not exceed \$123,476. Termination of the contract will be 2/28/97. **(Contract # 02874).**

**Public Works:**

5. Supplemental Agreement No. 1 to Interlocal Agreement No. 02605 (SKAT) Skagit Transit Memorandum of Understanding Site Selection for the purpose of extending the time allowed for Public Works to administer the consultant contract from December 31, 1995, to May 30, 1996, until the project is complete. **(Contract #02605).**

6. Resolution authorizing updated funding for construction costs necessary to accomplish the roadway widening, drainage and guardrail road improvements updating the County Road Project on Bow Hill Road in the amount of \$457,809. **(Resolution #16092).**

7. Out-Of-State Travel Request for Jeff Hegedus to attend the 12th Annual Northwest Regional SWANA Symposium in Vancouver, British Columbia. Total cost will be \$300.

8. Supplemental Agreement No. 1 to Personal Services Agreement #01595 with Columbia Analytical Services to extend the termination date of the contract from March 9, 1996, to May 1, 1996. This supplemental agreement is necessary to continue laboratory services for the interim until a new three year contract is in place. This does not reflect an increase in service cost. **(Contract #01595).**

9. Supplemental Agreement No. 1 to Personal Services Agreement #02754 with Unitec Corporation extending the termination date of the contract from March 1, 1996, to April 1, 1996. This extension is necessary to continue construction activities of the second scale and installation of the software/hardware at the scale house. This does not reflect an increase in service cost. **(Contract #02754).**

**Senior Services:**

10. Notice of Grant Award extending funding for RSVP for another three months through June 30, 1996. Grant funds are now being awarded for three months at a time until the Federal budget for 1996 is approved. This award continues the 3% reduction in funds that may or may not be effective for the entire grant award. **(Contract #02884).**

11. Contract Amendment with Northwest Regional Council adding special terms and conditions as outlined in regard to the COPES home delivered meals contract. **(Contract # 02753).**

**Sheriff:**

12. Request for Island County Sheriff's Office Motor Officer Traffic Support during the Tulip Festival on March 30 - 31, April 6 - 7, and April 13 - 14, 1996. Skagit County will provide gasoline for the vehicles, payment for the lunch-time meal not to exceed \$15 per day, **Contract #02875).**

**Planning:**

13. Out-Of-State Travel Request for Ryan Lapossa to attend Planning and Zoning for Land-Use Management on March 25 - 27, 1996 in Charlotte, North Carolina. Total cost will be \$1,235.

14. Out-Of-State Travel Request for Nancy Nersten to attend Planning and Zoning for Land-Use Management on March 25 - 27, 1996, in Charlotte, North Carolina. Total cost will be \$1,235.

15. Personal Services Agreement with Terryll Lynn Schasse, M.S.S. for the term of March 18, 1996 until terminated to present a workshop on Professional Communication on March 22 and April 12, 1996. The contract will facilitate two meetings with the Planning Permit Center staff relating to projecting a professional image, handling multiple, conflicting demands, developing antidotes to job burnout and understanding and dealing with differing personality types. The total price for the program is \$550. **(Contract #02876).**

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**ARIS:**

16. Personal Services Agreement with Bekky Love, M.A., for the term of January 1, 1996, through December 31, 1996, to provide individual and/or family therapy for ARIS referred clients. Compensation will be as outlined in Exhibit "B" of the contract. (Contract #02877).
17. Personal Services Agreement with Charles Britt, M.A., for the term of January 1, 1996, through December 31, 1996, to provide individual and/or family therapy. Compensation will be at \$40 per 50 minute therapy hour. (Contract #02878).
18. Personal Services Agreement with Rosch's Martial Arts America for the term of January 1, 1996, through December 31, 1996, to provide Martial Arts lessons a maximum of two times per week. Compensation will be as outlined in Exhibit "B" of the contract. (Contract #02879).
19. Personal Services Agreement with Beth Wenzel, M.Ed., for the period of January 1, 1996, through December 31, 1996, to provide individual and/or family therapy for ARIS referred clients. Compensation will be at \$40 per 50 minute therapy hour. (Contract #02880).
20. Personal Services Agreement with Skagit Youth Services for the period of January 1, 1996 through December 31, 1996, to provide psychotherapy services as outlined in Exhibit "A" of the contract. Compensation will be as outlined in Exhibit "B" of the contract. (Contract #02881).

**Parks:**

21. Personal Services Agreement with Jim Clerk & Son Construction for the period of March 6, 1996, until terminated to provide services including removal of five tree stumps and clean up and remove debris at the boat launch at Howard Miller Steelhead Park. Compensation will not exceed \$1,663.68 . (Contract #2882 & #02885).

**MISCELLANEOUS.**

1. Mike Woodmansee, Budget/Finance Director, presented a Personal Services Agreement with Northwest Family Services for the term of January 1, 1996, through January 1, 1998 at the compensation rate as outlined in the agreement. Commissioner Wolden made a motion to approve the Agreement, as presented. Commissioner Hart seconded the motion and it passed unanimously. (Contract #02872).
2. Patti Chambers, Administrative Coordinator, presented an Out of State Travel Request for Mark Watkinson to attend the 1996 Pacific Northwest Wildfire Conference in Portland, Oregon, on May 7 - 10, 1996. Commissioner Wolden made a motion to approve the request, as presented. Commissioner Hart seconded the motion and it passed unanimously.
3. Ms. Chambers presented a Personal Services Agreement with Becky Kirk to provide breast feeding peer counseling services at the rate of \$25 per month. Commissioner Wolden made a motion to approve the agreement, as presented. Commissioner Hart seconded the motion and it passed unanimously. (Contract # 02883).

Commissioner Anderson's absence was excused for the remainder of the regular session.

**FACILITIES PROJECTS UPDATE.**

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**New Vehicle Shop**

Roger Howard, Facilities Manager, discussed the new vehicle maintenance shop in Burlington and asked for direction from the Board as to how to proceed regarding the issue of sharing the facility with SKAT. Mr. Howard expressed his concern of completing this facility while the construction weather is cooperating. Commissioner Hart stated that more information would be available as to how to proceed after the SKAT Board Meeting on Thursday.

Mr. Howard reviewed the letter received from VASA Lodge requesting a trade in land to provide for a more uniform east boundary line of the fairgrounds as well as providing the VASA Lodge with a more usable shaped piece of property for parking. Mr. Howard showed the Board a drawing of this property. The Board directed Mr. Howard to proceed.

Jail Roof.

Mr. Howard reported on the jail roof project stating that the project is completed except for some negotiations in regard to cost credit, due to the construction not being completed as outlined in the construction documents.

Seafirst Bank.

Mr. Howard reported that Seafirst Bank Corporation is remodeling their branch in Mount Vernon and has asked if the County would be interested in displaying a mural that was previously displayed at the bank. The Board concurred that the County did not have a suitable spot for this display. Mr. Howard stated he would advise Seafirst of the situation.

Mr. Howard reported that the Lease for the Concrete property with George Theodoratus is not available at this time.

Mr. Howard reported that he had received a memo from Stan Bruhn requesting replacing jury seats and the Judge's bench and also requesting a window in the hallway which would cost about \$8,000. A discussion ensued in regard to the requests.

Bob Taylor suggested to discuss this with Mike Woodmansee to see if funding is available for these improvements. Mr. Howard will also talk to Mike Rickert in this regard.

PARKS & RECREATION ADVISORY BOARD UPDATE.

Jon Aarstad, Parks Director, stated that the Parks Advisory Board is represented by Don Zorn, John Semaru, Gene Johnson, Caroll Dillion, Jim Catrell, and Bob Picket.

Mr. Aarstad reported that the advisory board is currently working on the master plan at Northern State and reviewed the concept of a camping facility at that location. Mr. Aarstad also reported that because a comp plan is not in place, IAC funding is not available, consequently, completion of the plan is important. In regard to Park Code, Mr. Aarstad mentioned that the Parks Board has gone through the codes and made revisions, the Sheriff and Prosecuting Attorney have also made revisions, the revisions were made and they will not go back to the Prosecuting Attorney for final review.

Don Zorn received direction from the Board on how to proceed without a plan being adopted. Commissioner Hart discussed the status of the comprehensive plan and the timelines involved, stating that until a comp plan is in place, there will not be matching funds available. Commissioner Wolden stated that the hiring of Buck and Gordon, a land use law firm, will hopefully allow the County to proceed through the process quicker.

Mr. Semarau asked for the Board's feeling on bonding for funding of this project. Commissioner Hart replied that the public reaction has not been favorable to bonds and that it might be difficult to convince the taxpayers to step forward to help fund this project. Commissioner Hart stated that it may be better to request assistance from private industry. A discussion ensued.

Mr. Zorn discussed the Park Codes and reiterated that the final documents should be in place soon.

Mr. Aarstad reported that several meetings have taken place in regard to Presentin Park. Mr. Aarstad presented a brief update in regard to activities at this park.

Mr. Aarstad also gave a brief report on the snowmobile grant, the firearm's range and the Big Rock park area.

Parks & Recreation staff replacements were discussed briefly by Mr. Aarstad.

The fairgrounds were discussed and it was reported by Mr. Aarstad that things are proceeding well.

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The Board requested a tour of the North end of Guemes Island, Sharps Park and the Boat Launch.

A discussion ensued in regard to the Boat Launch and Mr. Aarstad replied that funding was not available for expansion at this time. A discussion ensued in regard to the width of the existing ramp and whether there was enough room for two vehicles to be launching boats at the same time. Commissioner Hart suggested possibly asking for public involvement. A discussion ensued in regard to the repairs. Mr. Aarstad stated that \$70,000 was budgeted for the improvements of new floats, restrooms and signage. Commissioner Hart stated that he would agree to the boat launch project being worked on one piece at a time.

The Conway Park was discussed and Commissioner Wolden expressed concern that this facility needed attention.

The Board commended the Parks Board on their involvement and participation of volunteerism the County.

Commissioner Wolden made a motion to adjourn into Executive Session to discuss litigation issues.

ADJOURNMENT.

Chairman Anderson made a motion to adjourn the proceedings. Commissioner Hart seconded the motion and it passed unanimously.

BOARD OF COMMISSIONERS  
SKAGIT COUNTY, WASHINGTON

  
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Ted W. Anderson, Chairman

  
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Harvey Wolden, Commissioner

  
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Robert Hart, Commissioner



ATTEST.

  
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Debby Sims, Clerk  
Skagit County Board of Commissioners