

**RECORD OF THE PROCEEDINGS**  
**SKAGIT COUNTY BOARD OF COMMISSIONERS**  
**Monday, May 6, 1996**

- 10:00 a.m. - 11:00 a.m.      Public Works Department - Jan Keiser, Director.
- 1)      Signature - Call for Bids to Provide Janitorial Services for the Public Works Department.
  - 2)      Signature - Vendor Services Contract with Allied Concrete.
  - 3)      Signature - Supplemental Contract with Skagit River Steel and Recycling.
  - 4)      Discussion - Update on Guemes Island Ferry Analysis.
  - 5)      Miscellaneous.

11:00 a.m. - 11:15 a.m.      Presentation from Skagit Community Mental Health Center.

**CONSENT AGENDA.**  
**MISCELLANEOUS.**

1:30 p.m. - 2:30 p.m.      Executive Session - Personnel, Litigation and Land Acquisition.

The Skagit County Board of Commissioner met in regular session on Monday, May 6, 1996, with Commissioners Ted W. Anderson, Harvey Wolden and Robert Hart present.

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

1.      Signature - Call for Bids to Provide Janitorial Services for the Public Works Department.

Robin LaRue, Assistant Public Works Director, presented the Call for Bids to provide janitorial services for the Public Works Department to the Board for their consideration. The Board expressed their concern that perhaps a precedent is being set whereby each department is hiring their own cleaning staff. Commissioner Hart indicated that he has no problem calling for bids, but is concerned about the continuity of providing such services. After a brief discussion explaining the scope of these services, Commissioner Hart moved to approve the Call for Bids as presented by Staff, with discussion to be held with the Facilities Department in the interim to determine why they are not handling this search. Commissioner Wolden seconded the motion, and it passed unanimously. **(Resolution No. 16141)**

2.      Signature - Vendor Services Contract with Allied Concrete.

Mr. LaRue provided this Vendor Services Agreement to the Board for the amount not to exceed \$23,931.60. Commissioner Hart moved to approve the Vendor Services Agreement with Allied Concrete Construction as presented by Staff. Commissioner Anderson queried staff on the process used for choosing this vendor. Commissioner Hart moved to approve the contract as presented by staff. Commissioner Wolden seconded the motion. Commissioners Hart and Wolden voted to approve the contract as presented. Chairman Anderson voted nay. The contract was approved. **(Contract No. 02952)**

3.      Signature - Supplemental Contract with Skagit River Steel and Recycling.

Jeff Hegedus, Public Works Department Staff, presented a supplemental contract extension with Skagit River Steel and Recycling for a one-year extension for recycling services including transportation, materials processing and bin rentals. After allowing for expenses such as bin rentals, transportation and commodities fluctuations, Skagit County has received a net of \$2,092.98 from the contractor. A brief discussion ensued on recycling factors including personnel, tonnage, and alternative proposals for handling the County's recycling.

Chairman Anderson noted his concern that this extension of the contract may not be the most beneficial financially or encourage additional recycling. Commissioner Wolden stated that this contract extension of \$25,000 for an additional year is much less expensive than the previous contract with C&D Salvage. Chairman Anderson stated that he is unwilling to sign a contract extension when he has not reviewed the original contract and does not understand the exact dollar amounts involved.

Mr. Hegedus explained that this contract pertains to the drop-off sites and the transfer station.

Commissioner Wolden moved to approve the supplemental contract with Skagit River Steel and Recycling. Commissioner Hart seconded the motion and expressed his concern for developing additional alternatives and ways to increase the amounts of recycling. Ms. Keiser advised that there are many things happening at the transfer site now, and that over the next year there could be some interesting changes in respect to how recycling is handled.

A discussion ensued on the merits of continuing with this contract for another one-year term. Chairman Anderson called for the question. The motion passed unanimously. (Contract No. 002436)

4. Discussion - Update on Guemes Island Ferry Analysis.

Dave Baltz, Public Works Department Staff, gave the Board a brief update on the analysis of the Guemes Island Ferry. A survey is proposed in regard to capital facilities and service levels. A public meeting was held on Guemes Island, sponsored by the Guemes Island Ferry Committee. Several issues were brought to the surface including subsidy levels, fare equity issues,

Mr. Baltz reviewed an outline for Guemes Island Ferry Analysis including analyzing ferry finances, analyzing service levels, analyzing the fare structure, preparing a user survey, analyzing capital facilities needs, and coming forth with alternatives.

Commissioner Hart noted the level of support for the ferry service to Guemes Island is oftentimes questioned by other residents of the County, and they should be included in the discussions concerning this service provided by the County.

A discussion ensued on specific concerns for the Guemes Island Ferry, including the illegal transporting of gasoline and heavy vehicles.

5. Miscellaneous.

Ms. Keiser briefly summarized several projects underway by the Public Works Department.

PRESENTATION FROM SKAGIT COMMUNITY MENTAL HEALTH CENTER.

Tulip Club from Skagit Mental Health presented a banner to say Thank You to the Board for the improved railings at their building. Chairman Anderson indicated that the banner would be placed in the rotunda for display.

CONSENT AGENDA.

Commissioner Hart made a motion to approve the agenda, with the removal of items numbered 8 and 9 at the request of the Public Works Department. Commissioner Wolden seconded the motion and it passed unanimously.

\* Commissioners Office:

1. Record of the Proceedings of Monday, April 29, 1996.
2. Record of the Proceedings of Tuesday, April 30, 1996.
3. Record of the Proceedings of Wednesday, May 1, 1996.
4. Out-Of-State Travel Request for Dave Fleming, Paul Reilly and Ric Boge to attend The Telecommunications Act of 1996: What it Means to Local Government in Portland Oregon, for an update on the 1996 TeleCom laws on July 14 - 16, 1996. The total cost for each individual is \$575.
5. Endorsement to Skagit-Islands Preferred care Contract for Skagit County PPP/SC-735 1/96 to ensure Skagit County medical to carry our self-insured prescription drug program, due to the recent change in dental administrators for the Sheriff's Department employees (excluding the Sheriff, Undersheriff, Chiefs and Accountant. This Endorsement #2 begins May 1, 1996. (Contract No. 02716).
6. Resolution Amending Skagit County Personnel Policies and Procedures Manual as set forth in Attachment A to the Resolution. (Resolution No. 16142).
7. Resolution in regard to Authorization to Enter Into An Interlocal Cooperative Purchasing Agreement for the Purchase of a Xerox Majestic Color Copier for use of the County offices and departments in their service efforts. (Resolution No. 16143).

\* Public Works:

8. Resolution Awarding Bid to Sloat & Associates, Inc of Roseville, California for the bid amount of \$354,989.80 for the Bow Hill Road County Road Project #2120-3. (Omitted).

9. Request for Concurrence to Award Document Checklist for Bow Hill Road County Road Project #2120-3. (Omitted).

\* Planning & Permit Center:

10. Personal Services Agreement with E.D. Hovee & Company for the term beginning April 30, 1996 until terminated to provide services in regard to third party review of residential, commercial & industrial land allocations for Skagit County Comprehensive Planning. Compensation will not exceed \$9,500. (Contract No. 02953).

\* Parks:

11. Personal Services Agreement with Clark & Associates for the period beginning November 1, 1995 until terminated to provide Court Reporting and Transcript Services for Public Hearings, Public Meetings or Study Sessions related to parks Department planning and project issues. Compensation will be as outlined in Exhibit "B" attached to the contract. (Contract No. 02954).

\* Records Management:

12. Contract for Disposal of Confidential Material with Shredaway, Inc. Mobile Data Destruction for the term of May 6, 1996, through May 6, 1997. Compensation will be as outlined in the Contract, Definition C - Statements, Fees and Billings. (Contract No. 02955).

\* ARIS:

13. Interlocal Cooperative Agreement with Concrete School District #11 for the term of February 1, 1996, through August 31, 1996, in regard to the Best SELF Program (Contract No. 02955).
14. Personal Services Agreement with Connie Wintink for the term of April 1, 1996, through December 31, 1996, to provide First Aide and CPR training for Best SELF summer staff. Compensation will be at the rate of \$15 per student for CPR training if at least 100 students attend and at \$20 per student if less than 100 students attend. First Aid training will be billed at \$5 per student. (Contract No. 02957).

MISCELLANEOUS.

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, May 6, 1996, by a majority vote, did approve for payment those vouchers included in the above mentioned list and further described as follows:

Vouchers 6ELW-293 through #6ELW-356, #6004428 through #6004429B, #6007-163 through #6007-177, #6010-260 through #6010-274, #6010-276, #6010-278 through #6010-285, #6010-289, #6010-206 through #6014-223, #6017-21, #6017-73 in the total of \$1,094,625.27 and Warrants #152171 through #152737. (Transmittal #C21-96).

Vouchers #153231 through #153231 and Warrants #75135 through 75135 in the total amount of \$972.26. (Transmittal #P-10-96).

Staff presented an Out-Of-State Travel Request for Jan Keiser to attend the Government Technology Conference. Commissioner Hart made a motion to approve the request. Commissioner Wolden seconded the motion and it passed unanimously.

**ADJOURNMENT.**

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

BOARD OF COMMISSIONERS  
SKAGIT COUNTY, WASHINGTON



*Ted W. Anderson*  
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Ted W. Anderson, Chairman

*Harvey Wolden*  
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Harvey Wolden, Commissioner

*Robert Hart*  
\_\_\_\_\_  
Robert Hart, Commissioner

ATTEST.

*Debby Sims*  
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Debby Sims, Clerk  
Skagit County Board of Commissioners