

**RECORD OF THE PROCEEDINGS
SKAGIT COUNTY BOARD OF COMMISSIONERS
Monday, September 16, 1996**

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| 8:00 a.m. - 8:45 a.m. | Executive Session - Personnel, Litigation and Land Acquisition.

Flag Salute. |
| 8:45 a.m. - 9:00 a.m. | Public Comment Period. |
| T 9:00 a.m. - 10:00 a.m. | Work Session - Update on Solid Waste Management Plan Waste Reduction and Recycling. |
| 10:00 a.m. - 11:00 a.m. | Public Works Department - Jan Keiser, Director.
1) Signature - Personal Services Agreement with O'Brien-Kreitzberg, Inc.
2) Updates of Divisional Projects and Programs:
a) Surface Water Management Division.
b) Solid Waste Division.
c) Operations Division.
d) Engineering Division.
3) Miscellaneous. |
| 11:00 a.m. - 11:30 a.m. | Consideration of Resolution Approving 1996 Interfund Cost Allocation.

CONSENT AGENDA.

MISCELLANEOUS. |

The Skagit County Board of Commissioners met in regular session on Monday, September 16, 1996, with Commissioners Harvey Wolden and Robert Hart present. Commissioner Ted W. Anderson's absence was excused.

PUBLIC COMMENT PERIOD.

There was no public comment today.

PUBLIC WORKS DEPARTMENT - Jan Keiser, Director.

1. Signature - Personal Services Agreement with O'Brien-Kreitzberg, Inc.

Ed Hawes, Public Works, presented the Personal Services Agreement as referenced above, not to exceed an amount of \$24,000, for on call construction management services.

Commissioner Wolden made a motion to approve the agreement, as presented. Commissioner Hart seconded the motion and it passed unanimously. **(Contract No. 03174).**

Ms. Keiser stated that this agreement was not ready to be signed at this time, so will be omitted from the agenda today.

2. Updates of Divisional Projects and Programs:

a) Surface Water Management Division.

Sandy Corron, Public Works, presented information on the Flood Insurance program, reviewing the statistics regarding total coverage amount, annual premiums, class rating and claims filed. Ms. Corron stated that preliminary information has been submitted. Ms. Corron reported that information will be reviewed and discussed at an upcoming conference and that a work session will be set up with the Board at a later date in this regard.

b) Solid Waste Division.

Robin LaRue, Public Works, reported that there is a hydraulic pump that is not functioning properly at the transfer station and that a replacement part is being shipped in this regard, however, in the meantime, this has decreased production for a short time. A discussion ensued in regard to streamlining the process at the station and the options available.

Commissioner Hart suggested bringing this issue back to the Board in the near future to try to resolve some of the problems with the current transfer station system. Ms. Keiser reported that when one small mechanical problem occurs at the station as it is now, it produces a ripple effect, causing many more problems. Ms. Keiser commended Brian Steffen and his crew at the station on their attempt at keeping the station operating efficiently under the current conditions.

c) Operations Division.

Cliff Butler, Public Works, reported on Parker Creek, Bow Hill, and Childs Creek on Lyman-Hamilton Highway. Mr. Butler also discussed various other projects in which the crews were currently involved.

d) Engineering Division.

Dave Sheridan, Public Works, updated the Board on the current construction projects. Mr. Sheridan reviewed the Bow Hill project, Francis Road, crushing contract, Cook Road repairs, and Allen Road project.

Ed Hawes, Public Works, reported that the media had mis-informed the public in regard to the Cook Road Project and that a correction will be printed today. Mr. Hawes also discussed the past construction season, stating that there has been more work with less staff over the past year. Mr. Hawes also reviewed the services of the firm that has assisted Mr. Hawes in construction management. Mr. Hawes also mentioned that he will be asking for an Out -Of-State Travel Request to attend a construction management seminar in an attempt to learn as much as possible and to make sure that next year might be an even better year. Mr. Hawes also reported that they are still discussing Muddy Creek with FEMA and that this information will be brought to the Board in an upcoming work session.

3. Miscellaneous.

1. Ms. Keiser stated that correspondence from the Washington State Safety Traffic Commission was received commending the County and specifically Mr. Sheridan and Mr. McKeehen in regard to their roles in promoting traffic safety.

CONSIDERATION OF RESOLUTION APPROVING THE 1996 INTERFUND COST ALLOCATION.

Mike Woodmansee, Budget/Finance Director, presented the Resolutions as referenced above, stating that this allocation has been done since 1983. Mr. Woodmansee reported that this is usually modified annually and this year removes the responsibility of the road fund from the capital facilities plan. Mr. Woodmansee outlined other changes as indicated in the Resolutions. Ms. Keiser asked for clarification on a couple of issues in regard to the budget impact on the road fund for 1997. Commissioner Hart commented on the components of the budget, specifically the mapping portions and Mr. Woodmansee explained the expenses involved in technical growth. Commissioner Hart stated that it is important to keep the perspective of keeping focused on the mission. Jan Keiser, Public Work Director, expressed her concern that it is not understood that Public Works pays for certain portions of other departments service and because this information is not communicated, the services are sometimes not available. Commissioner Hart expounded on the fact that the taxpayers pay for the County's overall service. Commissioner Wolden discussed the issue of educating departments as to from where their funding is derived.

Commissioner Wolden made a motion to approve the Resolution modifying the cost assessment policy, with the corrections to be made as discussed, such as removing the Prosecutor's Office from the allocation rates. Commissioner Hart seconded the motion and it passed unanimously. **(Resolution No. 16289).**

Commissioner Wolden made a motion to approve the Resolution, establishing the cost allocation road fund, after corrections are made as discussed. Commissioner Hart seconded the motion and it passed unanimously. **(Resolution No. 16290).**

CONSENT AGENDA.

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

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• **Commissioners Office:**

1. Record of the Proceedings of September 9, 1996.
2. Record of the Proceedings of September 10, 1996.
3. Record of the Proceedings of September 11, 1996.
4. Memorandum of Agreement with Skagit Valley Children's Theatre for the term of August 1, 1996, until November 1, 1996, to provide cultural enrichment and entertainment to Northwest Washington by producing and creating professional quality theatre productions. Compensation will be in the amount of \$2,500. **(Contract No. 03190)**.

• **Public Works:**

5. Washington State Local Agency Participating Agreement in regard to Jackman Creek Channel Cleaning. This agreement stipulates that the State shall provide a project inspector for up to a cost of \$7,500. **Approved.**
6. Supplemental Agreement No. 1 to Personal Services Agreement No. 002551 with Advanced Soil Mechanics to perform material inspection services on aggregates and paving materials incorporated in County Road Projects. The contract period will be extended until August 1, 1997. **(Contract No. 02551)**.
7. Personal Services Agreement with Industrial Mowing and Spraying for the annual mowing in Britt Slough and Brickyard Creek (Sub Flood Control Zone). The term will be September 16, 1996, until terminated. Compensation will be done by the hour for actual number of hours worked from previously submitted quotes for mowing equipment. **(Contract No. 03175)**.

• **Sheriff:**

8. Hold Harmless Agreement with Port of Skagit County indemnifying the Port for the concurrent negligence of the Port and the operators. **(Contract No. 03176)**.
9. Resolution for Volunteers for Payment Expenses authorizing payment of expenses for the senior crime watch patrol, chaplain program, cadet program and reserve program. **(Resolution No. 16288)**.

Best SELF:

10. Personal Services Agreement with Anita Archer, Ph.D., for the term of July 1, 1996, through August 31, 1996, to provide services of training Best SELF staff. The compensation will be no more than \$1,050, including reimbursement for printing costs for training materials. **(Contract no. 03177)**.
11. Personal Services Agreement with Judy Burnett, for the term of June 1, 1996, through August 31, 1996, to provide discipline training for Best SELF staff. Compensation will be at the rate of \$75 per hour for a total of 3 hours. **(Contract No. 03178)**.

• **Parks:**

12. Personal Services with TRICO Contracting, Inc. for the period of July 12, 1996, until terminated to provide services on behalf of the Skagit Valley Softball Association Dream Field Committee, for the grading and leveling of the Dream Field. This work will be done with no cost for labor, the only charge being rental of equipment. TRICO will charge the County it's actual rental costs up to \$24,999 for the equipment. **(Contract No. 03179)**.
13. Services Contract with Mike Marker to provide security for the Skagi-Palooza event held on August 24, 1996. The contractor will be compensated at the rate of \$30.87 per hour and shift pay and benefits. **(Contract No. 03180)**.
14. Services Contract with Wayne W. Dowhankik, MVPD, to provide security for the Skagi-Palooza event held on August 24, 1996. The contractor will be compensated at the rate of \$34.88 per hour and benefits and shift pay. **(Contract No. 03181)**.

• **Juvenile Probation:**

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15. Detention Service Agreement with Mason County in regard to furnishing facilities and personnel for confinement of Mason County youth under the age of 18 years of age. Mason County agrees to make payment to the County for services provided in the amount of \$70 per day or the current rate per youth, for all youth under 18 incarcerated in the Skagit County Juvenile Detention facility. (Contract No. 03182).
16. Personal Services Agreement with Big Brothers/Big Sisters of Skagit County for the term of June 15, 1996, until terminated to provide services of Board Meeting Consultation, Training and Materials in an amount not to exceed \$275. (Contract No. 03183).
- Senior Services:
 17. RSVP Older American Volunteer Programs 1997 Project Grant Application. The estimated funding will be in the amount of \$89,192. This program is to recruit, place and support seniors in meaningful volunteer positions with local public and nonprofit agencies addressing community needs. (Contract No. 03173).
- Civil Service:
 18. Personal Services Agreement with Helen Terry for the term of June 1, 1996, until December 31, 1997, to provide as an assessment center consisting of a standardized evaluation of behavior based on multiple inputs. Compensation will be \$50 per hour not to exceed \$2,500. (Contract No. 03191).
- Cooperative Extension:
 19. Personal Services Agreement with Deborah Cannon for the term of July 1, 1996, until June 30, 1997, to provide the Smart & Healthy Program Assistant for the WSU Cooperative Extension. Compensation will be at \$10.21 per hour not to exceed \$4,247. (Contract No. 03192).

MISCELLANEOUS.

1. Staff presented a Supplemental Vendor Services Agreement with Elite Productions to change the compensation of the agreement to an amount not to exceed \$24,000.

Commissioner Hart made a motion to approve the Agreement, as presented. Commissioner Wolden seconded the motion and it passed unanimously. (Contract No. 02841).

2. Staff presented Jail Facility Agreements with the Cities of LaConner, Concrete, Sedro Woolley, Burlington, Anacortes and Mount Vernon to provide jail facilities for the period of one year beginning 1997.

LaConner - **Contract No. 03184**
Concrete - **Contract No. 03185**
Sedro Woolley - **Contract No. 03186**
Burlington - **Contract No. 03187**
Anacortes - **Contract No. 03188**
Mount Vernon - **Contract No. 03189**

Commissioner Hart made a motion to approve the Agreements, as presented. Commissioner Wolden seconded the motion and it 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.

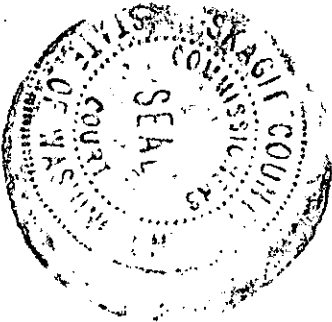
As of this date, September 16, 1996, by a majority vote, did approve for payment those vouchers included in the above mentioned list and further described as follows:

Vouchers #MW160128-17 through MW-160128-17 and Warrants #MW-160128-17 through MW-160128-17 in the total amount of \$8,613.22. (Transmittal No. C-42-96).

ADJOURNMENT.

Commissioner Hart 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
Ted W. Anderson, Chairman

Harvey Wolden, Commissioner

Robert Hart
Robert Hart, Commissioner

ATTEST.

Debby Sims
Debby Sims, Clerk
Board of Commissioners