

**RECORD OF THE PROCEEDINGS  
SKAGIT COUNTY BOARD OF COMMISSIONERS  
Tuesday, September 2, 1997**

7:30 a.m. – 8:30 a.m. Commissioners' Staff Meeting.

8:30 a.m. – 8:45 a.m. Public Comment Period.

**CONSENT AGENDA.**

**MISCELLANEOUS.**

\*T 9:00 a.m. – 10:00 a.m. Board of Health - Peter Browning, Director.

- 1) Turner and Similk Bay Surface Water Sampling.
- 2) CDL Brochure Update.
- 3) Anacortes Teen Clinic Update.
- 4) Proposed Teen Clinic Partnership.
- 5) Miscellaneous.

10:00 a.m. – 10:30 a.m. Parks Projects Update.

10:30 a.m. – 11:00 a.m. Facilities Projects Update.

\*T 11:00 a.m. – 11:30 a.m. Planning & Permit Center – Roxanne Michael, Director.

- 1) Discussion – Hazard Mitigation Grant Program.
- 2) Miscellaneous.

11:30 a.m. – Noon Discussion – Port of Anacortes Property Purchase.

1:30 p.m. – 1:45 p.m. Bid Opening – Reservation Road, CRP 4021-1.

1:45 p.m. – 3:30 p.m. Update on Financial Matters, Personnel and Project Related Items.

The Skagit County Board of Commissioners met in regular session on Tuesday, September 2, 1997, with Commissioners Harvey Wolden, Bob Hart, and Ted W. Anderson present.

**PUBLIC COMMENT PERIOD.**

Bill Schmidt, 689 Gallagher Road, Concrete, Washington, made several comments on the lack of response to items mentioned during the public comment periods. Mr. Schmidt noted that the Board is not pleasing anyone at this point. He further commented that there has been no talk of settlement with the individuals who have filed petitions, and that private citizens have done everything asked in pointing out mapping errors and other related requirements.

**CONSENT AGENDA.**

• **COMMISSIONERS' OFFICE:**

1. Record of the Proceedings of Monday, August 25, 1997.
2. Record of the Proceedings of Thursday, August 28, 1997.
3. Interlocal Cooperative Agreement for Library Services with the municipalities of Mount Vernon, Anacortes, Burlington, Sedro Woolley, and Concrete. Skagit County will provide the Cities and Towns a total sum of \$100,000 to assist in providing library services to the citizens of unincorporated Skagit County. (Contract No. 003615)

• SHERIFFS DEPARTMENT:

4. Personal Services Agreement with Jeffrey L. Brooke, PA-C to provide primary health care services at the Skagit County Corrections Center at the rate of \$26.00 per hour, along with any tuition, travel, or meal expenses associated with training which may be required. No compensation will be paid during training period. A one-time lump sum of \$1,429.28 will be paid by August 31, 1997, for the purchase of medical malpractice insurance to be effective term of this agreement. In addition, a one-time lump sum of \$2,116.00 will be paid to purchase malpractice tail coverage on behalf of Skagit County on or before August 31, 1997. No on-call services will be paid to Contractor in the absence of Jail Physician. Contractor has the responsibility of negotiating such payment with the Jail Physician for on-call payments. **(Contract No. 003616)**

• HISTORICAL MUSEUM:

5. Out-of-State Travel Request for Jim Barmore to attend the American Association for State and Local History Annual Meeting and Conference in Denver, Colorado from October 1<sup>st</sup> through the 4<sup>th</sup>. Total estimated County expense would be \$364.00. **(Approved)**

• BEST SELF:

6. Personal Services Agreement with Craig Meldahl to design and prepare a 20 minute highlight video for the Best SELF summer 1997 program to be completed by August 4, 1997, and compensation to be paid in the amount of \$5,000.00. Contractor also agrees to make 20 copies of the video for promotional efforts. **(Contract No. 003617)**

• HUMAN SERVICES:

7. Resolution appointing G. Robert Brown as a Designated Mental Health Professional to provide back-up coverage for other Designated Mental Health Professionals on evenings and weekends as well as during vacations effective July 1, 1997. **(Resolution No. 16649)**

• PUBLIC WORKS:

8. Resolution allowing the sale of excess property (a 1980 International dump truck) to the City of Burlington for a total price of \$8,500. **(Resolution No. 16650)**
9. Contract with Lakeside Industries to complete Asphalt Overlay Projects on Lake Samish Road, No. 2561; McLean Road, No. 4400; Fir Island Road, No. 4020; Allen-West Road, No. 3630; Old Highway 99 North, No. 5051 with a total cost of \$782,761.56. **(Contract No. 003618)**
10. Standard Consultant Agreement with O'Brien -Kreitzberg, Incorporated, Federal Highway Administration, to provide inspection service on the Reservation Road project, C.R.P. 4021-1, with the maximum amount payable being \$25,000 and completion date of December 31, 1997. **(Contract No. 003619)**
11. Resolution Calling for Public Hearing to Consider proposed establishment of Bryson Road Sub-Flood Control Zone with the Public Hearing scheduled on September 16, 1997 at 6:00 p.m. in the U.S. Forest Service Building at the Darrington Ranger Station. **(Resolution No. 16651)**
12. Resolution Bid Award to Janicki Logging and Construction Company, Inc. in the amount of \$301,067.07 for the 1997 Robinson Road Bank Protection Project. **(Resolution No. 16652)**
13. Contract with Janicki Logging and Construction Company, Inc. to perform the 1997 Robinson Road Bank Protection Project in the amount of \$301,067.07. **(Contract 003620)**
14. Federal Aid Project Prospectus and Local Agency Agreement for Right-of-Way funding for the Anacortes Terminal Parking Facility Project. **(Approved)** (Contract #03900)

15. Resolution Calling for Public Hearing to consider establishment of McDougall Street, No. 21239, as a County Road, with the Public Hearing scheduled to be held on September 23, 1997, at 9:00 a.m. This road is in the area of Bow, off the Bow Hill Road and is turnback to the County from WSDOT as part of the railroad crossing closure at the end of Bow Street. **(Resolution No. 16653)**
16. Resolution Calling for Public Hearing to consider vacation of a portion of platted County right-of-way known as Gilkey Avenue, No. 20010 with the Public Hearing scheduled for September 23, 1997 at 9:00 a.m. **(Resolution No. 16654)**
17. Resolution Calling for Public Hearing to consider establishment of Chilberg Lane, No. 42200, as a County Road with the Public Hearing scheduled for September 23, 1997 at 9:00 a.m. This road is in the LaConner area and is a portion of the old alignment of the original Chilberg Road. **(Resolution No. 16655)**
18. Resolution Calling for Public Hearing regarding road name changes and clarifications of the following County roads: Zyman Road, No. 08550; Forest Road, No. 08510; S.R. Young Road, No. 46000; Main Street, No. 22390; Samish Point Road, No. 39600; with the Public Hearing scheduled for September 23, 1997 at 9:00 a.m. **(Resolution No. 16656)**

• **RECORDS MANAGEMENT:**

19. Notice of Intent to Obtain Telephone/Written Quotations for the Records Management Department to purchase two seven-drawer vertical microfilm cabinets with the money remaining from last year's budget. **(Approved)**

**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, September 2, 1997, the Board, by a majority vote, did approve for payment those vouchers included in the above-mentioned list and further described as follows:

Payroll warrants numbered 2044 through 3038 in the total amount of \$743,894.18 (Transmittal #P-18-97);

Payroll warrants numbered 3039 through 3115 in the total amount of \$83,623.48 (Transmittal #P-19-97);

Warrant numbers 2731 through 3026 from Clearing Fund 696 in the total dollar amount of \$463,434.79 (Transmittal #C-35-97);

Warrant numbers 3027 through 3027 from Clearing Fund 696 in the total dollar amount of \$105.52 (Transmittal No. C-36-97);

Warrant numbers 3028 through 3028 from Clearing Fund 696 in the total dollar amount of \$1,317.06 (Transmittal #C-37-97);

Voucher numbers 2 through 3 and payroll warrants numbered 1 through 100 from Skagit County Junior District Payroll Clearing Fund 695 in the total amount of \$91,811.06.

Commissioner Hart was absent from this point in the proceedings.

**BOARD OF HEALTH – Peter Browning, Director.**

1. **Turner and Similk Bay Surface Water Sampling.**

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Peter Browning, Director, introduced George Ridgeway, Environmental Health Specialist, who gave the Board an update on the water quality and sanitary survey activities for the Turner and Similk Bay areas. Mr. Ridgeway stated that the State Department of Health, Office of Shellfish Programs, completed a review of the water quality in Turner Bay (a portion of Similk Bay) in October of 1996. The draft report shows sufficient water quality degradation in Turner Bay and restricted it as a shellfish growing area. Mr. Ridgeway reviewed the specific area of closure and the history of the need to obtain water samples from adjacent roadside ditches in strategic locations along the Bays. Sampling began in January of 1997. Both areas revealed numerous samples that exceeded Fecal Coliform. The purpose of taking the water samples was not to establish drainfield failures, but to determine baseline water quality levels. Two potential failures were noted in the Similk Bay area.

A discussion ensued on the impacts of the review by the County's Health Department and the State.

Mr. Ridgeway reiterated that this was not an attempt to find septic system failures. The advantages and disadvantages of sanitary surveys were briefly reviewed.

Chairman Wolden noted the need to follow up on the information recorded in order to allow for shellfish harvesting in 1998.

Mr. Browning noted the positive pro-active collaborative approach that is being taken in this regard.

Commissioner Anderson queried Mr. Ridgeway on the levels of fecal coliform that affect closures. Ken Willis, Environmental Health Supervisor, responded that there are mean levels of a series of samples that are taken.

Mr. Willis noted the success of the Edison community in addressing their water quality programs.

Chairman Wolden thanked Mr. Ridgeway for bringing this matter to the Board's attention.

**2. CDL Brochure Update.**

Britt Pfaff, Environmental Health, reviewed with the Board a brochure dealing with Construction, Demolition, and Land Clearing (CDL) waste. Ms. Pfaff noted that this brochure was developed by the Solid Waste Advisory Committee (SWAC), with the assistance of Public Works, Economic Development Association of Skagit County, and several general businesses.

**3. Anacortes Teen Clinic Update.**

Heather Parker, Health Department Staff, reviewed the history and staffing of the Anacortes Teen Clinic and relevant statistics. Ms. Parker advised the Board that the Clinic has been in existence for two years and has shown steady success. The number of teens coming to the clinic has increased dramatically over the two years in has been in existence. Ms. Parker advised that the majority of the teens coming to the clinic are female. The communities served, risk factors, age distribution and services provided were reviewed by Ms. Parker. Ms. Parker noted the high level of community support from Anacortes service clubs, merchants, participating laboratories and church groups.

Chairman Wolden noted that the clinic is open one day a week from 2:00 to 5:00 p.m. on Thursdays.

Mr. Browning stated that the Teen Clinic is an example of the best in public health in dealing with community problems.

**4. Proposed Teen Clinic Partnership.**

Commissioner Hart was present from this point in the proceedings.

Mr. Browning discussed with the Board a proposed Teen Clinic at the United General Hospital site in Sedro Woolley that will serve the upriver areas, Sedro Woolley, Burlington and Mount Vernon. The financing necessary was briefly discussed.

5. Miscellaneous.

There were no miscellaneous items for discussion.

PARKS PROJECTS UPDATE.

1. Jon Aarstad, Director, introduced Lori Anderson, Fair Staff, who gave an update on the recently held Skagit County Fair. She advised that the total gate was 44,000 people for the 1997 Fair. There were many more children in attendance this year, with many activities for families. Ms. Anderson reviewed several statistics for the Fair. The Board indicated that they had only received positive comments on the operation and activities of the Fair. Tony Rees, Fair Staff, stated that the fair evaluator had only positive comments. Mr. Rees indicated that cooperation with the Parks Department in maintaining the grounds during the fair worked well. Ms. Anderson indicated that the Fair Advisory Board was very active during the Fair. Ms. Anderson reviewed upcoming events scheduled for the Fairgrounds in September.
2. Mr. Aarstad presented to the Board a Deed of Right to Use Land for Public Recreation Purposes in order to close out and obtain final payment of the County's grant activity. Commissioner Anderson moved to approve a Deed of Right to Use Land for Northern State Recreation Facility. Commissioner Hart seconded the motion, which passed unanimously. **(Deed No. 00449)**
3. Mr. Aarstad noted that the septic tanks scheduled for installation at the Howard Miller Steelhead Park will involve additional costs due to debris discovered that will need to be removed.
4. Mr. Aarstad noted that work is progressing on the Highway 9 bridge.
5. Mr. Aarstad advised the Board that the grant request for development of Pressentin Park will most likely not be funded. There was heavy competition for a defined amount of funds. He did, however, state that the Forest Service has committed to an additional \$15,000 for permitting and cultural resources survey work. The Board indicated the need to continue progress. Mr. Aarstad indicated the need to finalize approval from the Permit Center. Commissioner Anderson noted the need to keep people united in the community to complete this project.
6. Vacancies on both the Parks Board and Fair Board were briefly discussed.

FACILITIES PROJECTS UPDATE.

1. Roger Howard, Facilities Director, presented a contract with Scholten Roofing, Inc. for the reroofing of a portion of the Skagit County Jail. Commissioner Hart moved to approve the contract as presented by Mr. Howard. Commissioner Anderson seconded the motion, which passed unanimously. **Contract No. 003621)**
2. Mr. Howard presented a contract with Axthelm & Swett Construction, Inc. for an integrated Emergency Operations Center for the base amount of \$1,392,290. Commissioner Anderson moved to approve the contract as presented by Mr. Howard. Commissioner Hart seconded the motion and it was unanimously approved. **(Contract No. 003622)**
3. Mr. Howard presented a contract with Scimitar Construction for the Parking Lot and Street Improvements South Third Street and Myrtle Street, City of Mount Vernon, for the Blade Parking Lot in the amount of \$108,495. Commissioner Hart moved to approve a contract with Scimitar Construction for construction of the Blade Parking Lot for total compensation \$108,495. Commissioner Anderson seconded the motion, which passed unanimously. **(Contract No. 003623)**
4. Mr. Howard presented a final change order on the new vehicle maintenance facility in Burlington for several miscellaneous items which he reviewed with the Board. Mr. Howard advised that the facility is now ready for occupancy. The total amount of the Change Order is \$1,936. Commissioner Hart moved to approve change order #3 as presented by Mr. Howard. Commissioner Anderson seconded the motion, which passed unanimously. **(Contract No. 003365)**

5. Mr. Howard indicated that he had met with the contractor on the remaining issues of the courthouse foundation work done earlier this year. The final elements of the change orders are in dispute and there has been no request for final payment. Mr. Howard advised the Board that it has not yet been determined if a claim will be pursued or not.
6. A brief discussion ensued on the deficiency of the wheelchair lift in the courthouse and the need for construction of a wheelchair ramp.
7. The SKAT maintenance facility project was briefly discussed including potential mitigation with the City of Burlington for impacts to city streets.
8. An interior plan for the Brakefield Building was reviewed with the Board.

**PLANNING & PERMIT CENTER – Roxanne Michael, Director.**

**1. Discussion – Hazard Mitigation Grant Program.**

Corey Schmidt, Assistant Building Official, gave the Board an update on the Hazard Mitigation Grant Program. Mr. Schmidt reviewed the schedule completion date for various aspects of project development and construction demolition. A mailing will go out this week to individuals who have expressed interest in utilizing this grant, with a copy coming to the Board for their review and information. Mr. Schmidt advised that appraisals on the initial 20 properties will begin shortly.

Mr. Schmidt advised the Board that official notice has been received regarding the issues with the Community Assistance Visit stating that the County is in full compliance with the National Flood Insurance Program.

**2. Miscellaneous.**

There were no miscellaneous items for discussion.

**DISCUSSION – PORT OF ANACORTES PROPERTY PURCHASE.**

Dave Fleming, Risk Manager, updated the Board concerning the propose of property from the Port of Anacortes for a parking lot for the Guemes Ferry. Mr. Fleming advised that the Port of Anacortes responded to the county's offer on the appraised value of the property.

Mike Woodmansee, County Administrator, advised the Board of the procedures and timeframe for the procurement of grant monies to assist with the purchase of this property. He stated that the legal description of the property and a policy of title insurance have been reviewed and approved.

Commissioner Hart stated that to his knowledge this grant was received approximately 1 year ago and these last issues need to be completed prior to September 18<sup>th</sup>.

Mr. Woodmansee stated that the acquisition of this property has been a general goal for quite some time to alleviate parking congestion at the Guemes Ferry Terminal. Mr. Woodmansee indicated that the attendant details will be completed in a timely manner.

Mr. Fleming clarified that to begin with there were no intervening funds available, and now that this grant is coming together, a significant amount of funds can be acquired to obtain not only purchasing money but improvements also.

**BID OPENING – RESERVATION ROAD, CRP 4021-1.**

Tiger Construction, Ltd.  
Everson, WA  
Bid Bond Attached

Acknowledgement of Addenda  
\$735,444.75

Trico Contracting  
Burlington, WA  
Bid Bond Attached  
Acknowledgement of Addendum No. 1  
\$689,978.50

Staff advised that the bids would be evaluated and a recommendation forthcoming within 2 weeks. The engineer's estimate was \$620,042.50.

**UPDATE ON FINANCIAL MATTERS.**

1. Mike Woodmansee, County Administrator, reviewed the situation in the Planning Department and the need for a separation of responsibilities. A letter from Tom Karsh and Roxanne Michael was reviewed with the Board. According to the letter, Tom Karsh will assume the duties as the Director of Planning. Ms. Michael will continue as the County Building Official, and will oversee the day-to-day operation of the Permit Center. Tom and Roxanne will be jointly responsible for personnel matters and budgetary decisions. Mr. Woodmansee indicated that the overall needs of the department are not totally met by this change, but will be addressed during the budget process for 1998. A discussion ensued on concerns regarding communication with the Planning Department. Mr. Woodmansee indicated that no department within the County has been impacted more greatly than the Planning Department with Comprehensive Plan and Growth Management Act requirements. Chairman Wolden stated that there is definitely a need for an additional person in the Planning Department. Commissioner Anderson stated that he does not feel that the public is being served very well by the Planning Department. at this point in time.

Commissioner Hart suggested that perhaps a retreat with Planning Staff might be beneficial.

A discussion ensued on the need to make the vision of the Board clear to frontline planners.

Commissioner Anderson stated that he would support the request by Roxanne and Tom to reorganize the leadership of the Planning Department, but would hold the line on further financial consideration.

The specifics of a half-day retreat and the participants were discussed.

2. Copies of proposed job announcements for the Public Works Director/County Engineer, Assistant County Engineer and a Public Works Administrator were reviewed. A discussion ensued on these three positions and appropriate salary levels. The target areas for candidates from both government and private sector engineering firms were discussed. Other organizational changes within the Public Works Department were discussed.
3. Alicia Huschka, Budget Manager, presented a Call for Public Hearing for Supplemental Budget to properly account unanticipated revenues related to grants or other funding sources. Commissioner Anderson moved to approve the call for public hearing, setting the hearing for September 15, 1997 at 1:30 p.m. Commissioner Hart seconded the motion, and it was approved unanimously. **(Resolution No. 16657)**
4. Ms. Huschka presented a Resolution Amending the Incentive Program for the Implementation of a New Financial Computer System. She explained that this resolution is necessary to specifically update the names and shares on the project team and to clarify the FTE levels. Commissioner Hart moved to approve the Resolution as presented by Ms. Huschka. Commissioner Anderson seconded the motion, which passed unanimously. **(Resolution No. 16658)** Ms. Huschka gave a brief overview of the SFG implementation project.

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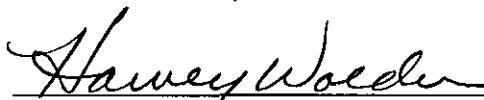
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5. Ms. Huschka reviewed with the board the 1996 refunds to departments for coming in under budget. She advised that the Parks & Recreation Department had the largest return. Commissioner Anderson indicated that this is good business, returning monies to the general fund.
6. Ms. Huschka discussed resolutions regarding the cost assessment policy to the county road fund for services provided. Alternatives were given to the Board in regards to specific verbiage and methodology, and the need to consistently apply the criteria was explained. Ms. Huschka explained the various allocations. Commissioner Hart clarified that the process we use for these allocations is based on experience rather than estimates. Alicia confirmed that this is based on history and experience. Mr. Woodmansee explained further the reasoning behind the allocations presented by Ms. Huschka. No action was taken on the proposed resolutions.
7. The possible formation of a rural county library district was briefly discussed.
8. The presentation by the Conservation Futures Advisory Committee scheduled for next week was briefly discussed.

**ADJOURNMENT.**

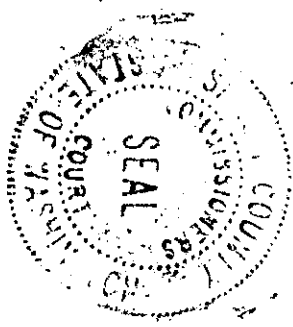
Chairman Wolden made a motion to adjourn the proceedings. Commissioner Hart seconded the motion and it passed unanimously.

**BOARD OF COMMISSIONERS  
SKAGIT COUNTY, WASHINGTON**

  
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Harvey Wolden, Chairman

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Robert Hart, Commissioner

  
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Ted W. Anderson, Commissioner



ATTEST:

  
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Patti J. Chambers, Clerk of the Board  
Skagit County Board of Commissioners