

**RECORD OF THE PROCEEDINGS
SKAGIT COUNTY BOARD OF COMMISSIONERS
Tuesday, December 29, 1998**

- 7:30 a.m. – 8:30 a.m. Commissioners' Staff Meeting.
- 8:30 a.m. – 9:00 a.m. Work Session – Operations Division Manager/District Maintenance Supervisors.
- *T 9:00 a.m. – 10:00 a.m. Public Works Department – Chal Martin, Director.
- 1) Discussion – Extension of Litter Crew Coordinator Position.
 - 2) Discussion – Establishment of a Minimum Fund Balance, Solid Waste Fund #401.
 - 3) Discussion – McLean Road/Best Road Intersection Update.
 - 4) Signature – Supplement No. 2 – Agreement No. 04009 with David Evans & Associates, Inc. for the Cook Road Reconstruction.
 - 5) Miscellaneous.
- 10:00 a.m. – 11:00 a.m. Planning & Permit Center – Tom Karsh, Director.
- 1) Signature – Call for Public Hearing to Consider Amendments to Resolution No. 16819, Fee Schedule for the Planning & Permit Center.
 - 2) Discussion and Possible Adoption – Professional Services Agreements:
 - A) Sehome Planning for Facilitation of a Stakeholder Committee in accordance with the Critical Areas Ordinance, Skagit County Code Section 14.06.096.
 - B) Graham-Bunting Associates for amendments to the Critical Areas Ordinance per the Citizen Advisory Committee's Draft and Staff Recommendation.
 - C) Jeffrey Hall for Interim Addressing Services in Accordance with Skagit County Code Section 15.24, Addressing Buildings and Naming Roads.
 - 3) Miscellaneous.

The Skagit County Board of Commissioners met in regular session on Tuesday, December 29, 1998, with Commissioners Robert Hart, Ted W. Anderson, and Harvey Wolden present.

PUBLIC WORKS DEPARTMENT – Chal Martin, Director.

1. Discussion – Extension of Litter Crew Coordinator Position.

Robin LaRue, Solid Waste Division Manager, reviewed the funding of the Litter Crew Coordinator position, and notified the Board that the current Coordinator has accepted a job in King County. Consequently, it will be necessary to hire a new coordinator. He stated that the position was developed as a result of the Community Litter Cleanup grant from the Department of Ecology. Mr. LaRue reviewed the successes of the program. It has been suggested that this position be established as a full-time position, with the proviso that the position would cease to exist if grant funding was no longer available.

Sheriff Ed Goodman spoke to the agreement with the Public Works Department for the Sheriff's Office to provide funds for salary and benefits for the development of the work release program until such time as the grant becomes effective.

The Board indicated their approval of this proposal.

2. Discussion – Establishment of a Minimum Fund Balance, Solid Waste fund #401.

Mr. LaRue discussed the concept of establishing a minimum fund balance for the solid waste fund. He stated that a minimum fund balance would be set at a level that would provide solvency for the fund. He reviewed items such as monthly cash flow, a level of cash needed for major unpredicted expenses (disasters), and fluctuations in revenues to the solid waste fund. He proposed an amount of approximately \$1,900,000 to remain in the fund.

The Board discussed the need to maintain a balance in the solid waste fund, but perhaps not to the level of \$1,900,000. Commissioner Wolden suggested that perhaps \$1,000,000 would be a more reasonable level. A lengthy discussion ensued on the history of solid waste and unpredicted expenses in the past. Chairman Hart concurred that keeping approximately \$2,000,000 in reserves is excessive.

Commissioner Anderson spoke to the need for the County not to subsidize this fund as has been done in the past, and asked Mr. LaRue to re-analyze this fund balance and come back to the Board with a less conservative dollar amount.

Mr. LaRue proposed a rebate of approximately \$159,000 to the various cities to reflect the reduction in tipping fees. A discussion ensued regarding the exact dollar amounts to be distributed to each of the cities.

Commissioner Wolden moved to authorize the approximate \$160,000 rebate to the cities and towns in the County as detailed by Mr. LaRue. Commissioner Anderson seconded the motion. Chairman Hart clarified that this rebate would amount to \$4.83 per ton. The question was called for, and the motion passed unanimously.

3. Discussion – McLean Road/Best Road Intersection Update.

Jim Karcher, Public Works Department Staff, reviewed that the Public Works staff, along with the Washington State Department of Transportation, TransAid Division, has reviewed the Best Road/McLean Road intersection for interim improvements before initiating an all-way stop control or signal project. He reviewed the specific proposals for improved safety at this intersection.

A lengthy discussion ensued among the Board and staff regarding specific concerns and improvements to the subject roadways. Chairman Hart suggested moving the 35 mph signs closer to the actual intersection.

Commissioner Wolden moved to proceed with the proposed signage as described, monitoring the intersection for one year, consulting further with Washington State Department of Transportation to review crash statistics and violation statistic patterns, and possibly moving the 35 mph speed limit signs. Commissioner Anderson seconded the motion, which passed with a unanimous vote.

4. Signature – Supplement No. 2 – Agreement No. 04009 with David Evans & Associates, Inc. for the Cook Road Reconstruction.

Chal Martin, Director, reviewed that this is the end of the first phase of the contract with David Evans & Associates, with such phase totaling approximately \$100,000. The request today is to increase the contract for Phase II to a total dollar amount of \$249,000. He reviewed the total scope of the contract, which will be slightly over the amount of \$1,000,000, with a total project cost overall of \$6,500,000. He advised that this design is on the fast-track, and wanted the Board to be aware of the entire effort involved.

Commissioner Wolden moved to approve Supplement No. 2 to the contract with David Evans & Associates, Inc. for a total contract amount of \$249,000. Commissioner Anderson seconded the motion, which passed unanimously. **(Contract No. 04009)**

5. Miscellaneous.

Mr. Martin advised that he had a request from Dick Best, who owns a narrow strip of property between the County Shop access road and Highway 99. Mr. Best is proposing to use the County's access to his property for operation of his business. Mr. Martin suggested that it is too early to commit on an answer as there are security

issues for both the fueling facility and SKAT. Chairman Hart noted the State Auditor's issue regarding the security of supplies. Commissioner Anderson indicated that he had communicated with Mr. Best, who had advised him that there would be two trucks per week utilizing the access. Commissioner Anderson had referred this item to Dave Fleming, Risk Manager, for his review.

PLANNING & PERMIT CENTER – Tom Karsh, Director.

1. Signature – Call for Public Hearing to Consider Amendments to Resolution No. 16819, Fee Schedule for the Planning & Permit Center.

Corey Schmidt, Assistant Director, reviewed with the Board the need to make amendments to the Fee Schedule for the Planning & Permit Center, including a \$50 charge for obtaining an address. Other changes include formalizing a fee schedule for drainage-related issues. No action was taken pending further review of the fee schedule.

2. Discussion and Possible Adoption – Professional Services Agreements:
 - A. Sehome Planning for Facilitation of a Stakeholder Committee in accordance with the Critical Areas Ordinance, Skagit County Code Section 14.06.096.

Mr. Karsh explained the scope of work and provisions of the proposed agreement with Sehome Planning. Commissioner Anderson moved to approve the contract with Sehome Planning & Engineering, Inc. for a not-to-exceed amount of \$5,000. Commissioner Wolden seconded the motion, which passed unanimously. **(Contract No. 04189)**

- B. Graham-Bunting Associates for amendments to the Critical Areas ordinance per the Citizen Advisory Committee's Draft and Staff Recommendation.

Mr. Karsh explained the scope of work and provisions of the proposed agreement with Graham-Bunting & Associates. Commissioner Anderson moved to approve the contract with Graham-Bunting & Associates for a not-to-exceed amount of \$6,000. Commissioner Wolden seconded the motion, which passed unanimously. **(Contract No. 04188)**

- C. Jeffrey Hall for Interim Addressing Services in Accordance with Skagit County Code Section 15.24, Addressing Buildings and Naming Roads.

Mr. Karsh advised the Board that this item would be discussed further after the compensation levels had been established with Mr. Hall.

- D. Miscellaneous.

There were no miscellaneous items for discussion.

MISCELLANEOUS.

1. 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, December 29, 1998, the Board, by a majority vote, did approve for payment those vouchers included in the above-mentioned list and further described as follows:

Warrants numbered 36112 through 36113 from Clearing Fund 696 in the total dollar amount of \$128,590.79.

2. Staff presented a Resolution regarding a Budget Line Item Change which included a transfer of \$18,000 from the General Fund to the Coroner for autopsy services and funeral home services. Commissioner

Wolden moved to approve the Resolution as presented by Staff. Chairman Hart seconded the motion, which passed with a unanimous vote. (Resolution No. 17266)

ADJOURNMENT.

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

**BOARD OF COMMISSIONERS
SKAGIT COUNTY, WASHINGTON**



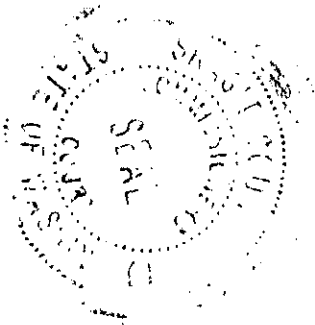
Robert Hart, Chairman




Ted W. Anderson, Commissioner



Harvey Wolder, Commissioner



ATTEST:



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