

**SKAGIT COUNTY COMMISSIONERS  
RECORD OF THE PROCEEDINGS  
MONDAY, JANUARY 14, 2002**

8:30 a.m. – 9:30 a.m.	Work Session – County Administrator
10:00 a.m. – 11:00 a.m.	Department Head Meeting
11:00 a.m. – 11:30 a.m.	<b>Consent Agenda and Miscellaneous Items</b>
11:30 a.m. – 11:45 a.m.	Public Comment Period
2:00 p.m. – 4:00 p.m.	Executive Session – Personnel, Litigation and Land Acquisition

The Skagit County Board of Commissioners met in regular session on Monday, January 14, 2002, with Commissioners Don Munks and Ted W. Anderson present. Commissioner Kenneth A. Dahlstedt's absence was excused.

**DEPARTMENT HEAD MEETING:**

Hilary Thomas, Prosecuting Attorney's Office, discussed the DRAFT copy of the Purchasing and Contract Policies and Procedures Manual. She reviewed some of the particulars of the proposed implementation and the need to press on with finalization of the document.

Danny Weinberg, Chief Account, gave an overview of the Skagit County Purchasing Flowchart.

Ms. Thomas asked that comments be directed to her or any member of the Contracts Task Review Force by January 31, 2002.

**CONSENT AGENDA:**

Commissioner Anderson motioned to approve the Consent Agenda as listed. Commissioner Munks seconded the motion, which was carried.

**COMMISSIONERS' OFFICE:**

1. Record of the Proceedings for Monday, January 7, 2002.
2. Record of the Proceedings for Tuesday, January 8, 2002.
3. Resolution to waive fees for the North Cascades Chamber of Commerce. **(Resolution No. R20020008)**

**BEST SELF:**

4. Personal Services Agreement with Classware to provide up to two separate comprehensive two-day training sessions for Best SELF administrative staff in the Best SELF program office, which will require reimbursement of travel costs to the Contractor not to exceed \$2,000. The Agreement shall commence on July 1, 2001 and continue until August 31, 2002. **(Contract No. C20020005)**

**BOUNDARY REVIEW BOARD:**

5. Personal Services Agreement with Gary T. Jones and Jones & Smith to represent and advise the Boundary Review Board of Skagit County, as an appointed special deputy prosecutor, regarding Growth Management Hearings Board hearings and issues. The term of the Agreement shall commence on September 1, 2001 and continue until January 31, 2002. Compensation shall occur at the rate of \$150 per hour and shall not exceed \$1,500. **(Contract No 20020006)**

**CLERK'S OFFICE:**

6. Resolution modifying the Imprest Change Fund from \$200 to \$300 to meet current change needs of the office. **(Resolution No. R20020009)**

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**EMERGENCY MANAGEMENT:**

7. Personal Services Agreement with Shawn Bailey to teach the course entitled "Incident Command System for Executives (I-402), which is a two and one-half hour course from 2:00 p.m. to 4:30 p.m. on Thursday, January 17, 2002, in the Skagit EMS Training Room located at 2911 East College Way, Mount Vernon. The term of the Agreement shall commence on January 17, 2002 and continue until January 18, 2002. Compensation shall be \$1,000 for services rendered. **(Contract No. C20020007)**

**FACILITIES:**

8. Interlocal Agreement with the Town of Concrete to assist them in acquiring real property in the Town of Concrete for use as a Town recreational field, park, and for other municipal purposes. The term of the Agreement shall be for the duration of the Real Estate Purchase and Sale Contract. Skagit County hereby agrees to lend the Town of Concrete the sum of \$60,000, to be used for the purpose of purchasing the real property described as Tracts 41, 42, and 43 of "Lonestar's Addition to the City of Concrete". **(Contract No. C20020008)**
9. Vendor Services Agreement with Abbey Carpet/Expert Floors to install carpet in Hearing Room B, Skagit County Administration Building. The term of the Agreement shall commence on December 12, 2001 and continue through November 30, 2002. The Contractor will be compensated \$2,847, including tax. **(Contract No. 20020009)**

**HEALTH DEPARTMENT:**

10. Grant Agreement with the Department of Ecology to provide partial funding for solid waste activities conducted by the Health Department. The Agreement shall begin January 1, 2002 and end on December 31, 2003. The Department of Ecology will provide up to \$110,000 over the two year time period to the Skagit County Health Department and that department will provide a 25% match. **(Contract No. C20020010)**
11. Interlocal Agreement with the Housing Authority of Skagit County to allow the Health Department to pass through the money from the Community Development Block Grant No. 01-64021-028 to the Housing Authority to enable them to meet Federal standards for lead paint hazard reduction in housing receiving federal funds. The Health Department will only play a minimal role in administering the grant and all work will be done by the Housing Authority. The term of the Agreement shall commence on September 10, 2001 and continue until January 31, 2003. Compensation for the obligations and services rendered shall not exceed \$80,000. **(Contract No. C20020011)**
12. Personal Services Agreement with Meggan Carrigg Davidson to contact eleven designated schools in Skagit County to set up second grade dental presentations, to consist of basic dental health care, description of the second grade sealant program, and distribute sealant consent forms and information letters to students and teachers. The term of the Agreement shall commence on October 1, 2001 and continue until June 30, 2002. Compensation will be \$300 per school with the amount not to exceed \$3,300. **(Contract No. C20020012)**

**HUMAN SERVICES:**

13. Amendment No. 1 to Personal Services Agreement with Community Mental Health Services to provide continuation of substance abuse treatment services and mental health services to clients with co-occurring disorders. There is new grant money from the Public Safety Education Account for SSI outpatient services. There is also continuing funding from the North Sound Regional Support Network for the Mentally Ill/Chemically Addicted Program from January 1, 2002 through June 30, 2003. Maximum consideration of the Agreement shall not exceed \$40,000. Total maximum consideration of the Agreement shall not exceed \$100,000. **(Amendment No. A20020002 to Contract No. 05391)**

**INFORMATION SERVICES:**

14. Supplement No. 2 to the Service Level Agreement that authorized the City of Mount Vernon to install two fiber optic lines to the Mount Vernon Senior Center on Cleveland Avenue. The two fiber

optic lines will be routed through the Mount Vernon fiber optic network. One line will be tied into Skagit County's private network and will provide high-speed access for Senior Services and Parks fairground staff to access the Skagit County network. The other line will be used to provide Internet access to seniors who do not have the capability or knowledge to access the Internet. The Mount Vernon Senior Center will be responsible for the public use of the network. This Supplement will commence upon date of signing and continue until December 31, 2002. Compensation shall not exceed \$8,000. **(Amendment No. A20020003 to Contract No. 04487)**

**PARKS AND RECREATION:**

15. Vendor Services Agreement with Campbell Builders to repair water damage at the residence for the Park Manager of Howard Miller Steelhead Park, located at 52809 Rockport Park Road, Rockport, WA. The Agreement shall commence on December 17, 2001 and continue until December 31, 2001. Compensation shall be \$4,500 with an amount not to exceed \$6,000. **(Contract No. C20020013)**
16. Resolution to adopt user fees for the Skagit Playfields Park. The fees are adjusted annually based on CPI beginning January 1, 2002. They range from \$25 to \$50, depending upon what facility use activity is requested. **(Contract No. C20020010)**
17. Resolution to Call for a Public Hearing for the sale of County surplus property, better known as the Pony Express Log Cabin at the fairgrounds. The Public Hearing will be held on February 5, 2002 at 11:00 a.m. **(Resolution No. R20020011)**

**PLANNING DEPARTMENT:**

18. An Interim Ordinance readopting the provisions of Interim Ordinance No. 17945, which adopted the Town of Concrete Development Standards on an interim bases for the unincorporated portion of the Town's urban growth area. **(Ordinance No. R20020012)**

**SENIOR SERVICES:**

19. Resolution to approve the lease of the Concrete Senior Center by the Saturday Community Market Association for 16 consecutive Saturdays, beginning May 18 and continuing until August 25, 2002. Compensation shall be for the sum of \$240. **(Resolution No. 20020013)**

**YOUTH AND FAMILY SERVICES:**

20. Amendment No. 1 to Personal Services Agreement with the Stillaguamish Tribe of Indians for use of the Skagit County detention facilities. The Amendment shall increase the daily detention rate to \$100 per day, effective October 1, 2001. **(Amendment No. A20020004 to Contract No. 05321)**
21. Personal Services Agreement with Donald R. Taves, M.D., to provide specialized juvenile evaluations, treatment, consultations and monitoring for juveniles and/or their families. The term of the Agreement shall commence on February 1, 2001 and continue until August 31, 2001. Compensation shall range between \$35 to \$100, depending on the length of the evaluations. **(Contract No. 20020014)**

**PUBLIC WORKS DEPARTMENT:**

22. Coordinated Prevention Grant offered to Skagit County by the Department of Ecology. The grant will provide up to \$272,641 in matching funds to Skagit County Public Works beginning January 1, 2002 and expiring December 31, 2003. The State's maximum grant match is 75%, the County's maximum grant match is 25%, compared to the 40% match in previous years. The grant supports the Moderate Risk Waste Facility and Waste Reduction and Recycling Education. Skagit County's share of the cost is \$90,881. **(Contract No. 20020015)**
23. Local Agency Standard Consultant Agreement with Entranco, Inc. to provide professional engineering services, including final rehabilitation design and assistance during construction in support for the Baker River Bridge Rehabilitation Project. The maximum amount payable is \$166,913.16, with a start date of January 2002 and a completion date of August 2003. **(Contract No. C20020016)**

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24. Supplemental Agreement No. 1 to Professional Services Agreement with Green Solutions to extend the term of the original Agreement from December 31, 2001 to December 31, 2002. The Supplement continues the process of updating the Skagit County Comprehensive Solid Waste Management Plan. There is no additional money involved. **(Amendment No A20020005 to Contract No. 04753)**
25. Vendor Services Agreement with Sumas Transport, Inc. to inspect the leachate pond at the Inman Landfill on a monthly basis, when necessary, to pump leachate from the pretreatment facility at Inman and haul leachate from Inman to one of the three wastewater treatment facilities. The routine disposal will be the Mount Vernon Waste Water Treatment Plant. It may be necessary to utilize the City of Burlington or the City of Anacortes receiving stations, after contacting the Skagit County Public Works Solid Waste Division. The Agreement shall commence on January 1, 2002 and continue until December 31, 2002. Compensation shall be a not-to-exceed total of \$15,000. **(Contract No. C20020017)**

**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, January 14, 2002, 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 112560 through 112996 from Clearing Fund 696 in the total dollar amount of \$4,043,090.46 (Transmittal No. C-02-02); and

Payroll warrants numbered 956388 through 956465 in the total dollar amount of \$94,902.14 (Transmittal No. P-01-02);

Payroll warrants numbered 91055 through 91999 in the total dollar amount of \$949,799.29 (Transmittal No. P-02-02).

2. Staff presented a Resolution amending Resolution No. 09340 regarding the Records Access Fee Schedule for the Skagit county Sheriff's Office. Commissioner Anderson made a motion to approve the Resolution and Commissioner Munks seconded the motion, which was carried. **(Resolution No. R20020014)**
3. Chal Martin, Public Works Director, submitted two task assignments for the Board's approval with EnviroIssues, a public relations firm hired to provide public relations services for the Skagit River Flood Protection/Salmon Restoration Project and the Ag Buffer Program. Task Assignment No. 2 involves preparing a strategic communications and public involvement plan for the Skagit River Flood Protection/Salmon Restoration Project at a cost of \$4,498.30. Task Assignment No. 3 includes creating a video to educate the community about flood dangers and the need for actions, in regard to the Skagit River Flood Protection/Salmon Restoration Project. Coordination and production costs are \$21,894.46. The video is an important component in the task of gaining consensus on the project from the community and other stakeholders in the project.

Mr. Martin said the Personal Services Agreement with EnviroIssues runs for two years, beginning October 1, 2002, and is not to exceed \$150,000. With the completion of the above-mentioned tasks the total expended on the contract will be \$31,264.50. Money to pay for this services has been budgeted in the 2002 River Improvement Fund.

Commissioner Anderson moved to approve Task Assignment Nos. 2 and 3 for the public relations consultant contract with EnviroIssues. Commissioner Munks seconded the motion, which was carried. **(Approved)**

**PUBLIC COMMENT PERIOD:**

No one was present for the public comment period.

**ADJOURNMENT:**

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

**BOARD OF COMMISSIONERS**  
**SKAGIT COUNTY, WASHINGTON**

\_\_\_\_\_  
Don Munks, Chairman

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Kenneth A. Dahlstedt, Commissioner

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Ted W. Anderson, Commissioner

ATTEST:

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JoAnne Giesbrecht, Clerk of the Board  
Skagit County Board of Commissioners