

**RECORD OF THE PROCEEDINGS
SKAGIT COUNTY BOARD OF COMMISSIONERS
MONDAY, APRIL 8, 2002**

8:30 a.m. – 9:30 a.m.	Work Session – County Administrator
*T 9:30 a.m. – 9:45 a.m.	Proclamation – Recognizing the 130 th Anniversary of Arbor Day, April 10, 2002
10:00 – 10:45 a.m.	Department Head Meeting
11:00 a.m. – 11:30 a.m.	Consent Agenda and Miscellaneous.
11:30 a.m. – 11:45 a.m.	Approval of Washington State Economic Revitalization Team (WA-CERT) by Economic Development Association of Counties. (EDASC)
11:45 a.m. – 12:00 p.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, April 08, 2002 with Commissioner Don Munks, Commissioner Kenneth A. Dahlstedt and Commissioner Ted W. Anderson present.

PROCLAMATION – RECOGNIZING THE 130TH ANNIVERSARY OF ARBOR DAY, APRIL 10, 2002

Carolyn Kelly, Director, Kristi Carpenter and Al Craney of the Skagit Conservation District were present.

Kristi Carpenter provided some historical background, saying that J. Sterling Morton, who lived in Nebraska in the 1800's, introduced the idea of Arbor Day. On the first Arbor Day, over 1,000,000 trees were planted. March 12, 1874 was officially the first Arbor Day, which was observed April 10, 1874. It was named a legal holiday and the official day of observance was changed to April 22, Mr. Morton's birthday. In Washington State April 10 was selected as Arbor Day. Arbor Day is now observed in many countries throughout the world.

Mr. Craney made a few remarks. He explained that trees play a large part in conservation and increase property values, etc. Also, trees replace carbon dioxide with oxygen. He asked that people plant the right tree in the right place as trees can provide enormous benefits. He also acknowledged the cities, who have been doing an outstanding job in considering the importance of trees in the planning processes.

Commissioner Dahlstedt read a proclamation and motioned to proclaim April 10, 2002 Arbor Day in Skagit County. Commissioner Anderson seconded the motion, which passed unanimously.

DEPARTMENT HEAD MEETING

Chairman Don Munks opened the Department Head meeting.

Mike Hackett, Director, Cooperative Extension, introduced a new member of the Cooperative Extension staff, Andy Perleberg, who works in the Forest Stewardship programs. Mr. Perleberg said that he teaches about forestry and fish and wildlife issues and the connectedness and production of different resources. He represents WSU at the Skagit Watershed Council. He works in seven different counties, with Skagit County as his home base.

Roy Atwood, County Administrator, introduced Myla Acoba, the new Human Services Director, and Keith Tyne, Acting Director for the Public Defender's Office while Gary Gaer is under treatment for a medical condition.

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Risk Manager Billie Kadrmas provided a risk management and safety update. Members have been appointed to fill four positions on the newly formed Safety Committee. They are: Peter Browning, Cliff Butler, John McCardle and Earl Dierking. In addition, four employees will be elected to serve on the committee. A meeting is planned for the first part of May. The first thing the committee will look at is updating the Risk Management Manual, and developing a new safety manual for employees.

Safety bulletin boards have been newly installed around the county where the calendar of training events and the minutes of the Safety Committee will be posted. She said that she and Sharon Dubois, Safety and Training Coordinator, would be scheduling quarterly brown bag meetings for 35 to 45 minutes during the lunch hour. Employees will have the opportunity to discuss issues of concern and ask questions.

Employees are going to be issued new employee cards that will include emergency information. Also, packets have been installed in every county vehicle with procedures for dealing with accidents, etc. Since January 1 through March 30, throughout the county there have been 13 on the job injuries. The plan is to reduce those numbers and to make sure that accidents are reported on a timely basis.

Commissioner Anderson asked that Ms. Kadrmas check to make sure the building inspectors carry pepper spray when they are out in the field. Ms. Kadrmas said that they would make sure people are equipped with the proper tools when they are out in the field.

Tom Sheahan reported that next Tuesday between 9:45 and 10:00 a.m. there will be a disaster alert that will come out over the network. He asked that department heads take handouts with them and meet with employees for about 5 to 10 minutes and talk about what to do in the event of an earthquake/disaster. The alert is a statewide, drop, cover and hold exercise for employees.

Commissioner Dahlstedt stated that the county should take the leadership showing that we take this seriously.

Cori Russell asked who determines the high-risk buildings.

Roger Howard responded, advising that the old courthouse is a high-risk building. Mr. Sheahan added that the Administration Building is a little different and would be safer in the event of an earthquake.

Kathy Brown reported on the summer hire program. There is only enough funding for about 13 positions, but other options are being explored. Brad Whaley suggested the possibility of some students working three days a week.

Mike Almvig, Director, Information Services, reiterated Tom Sheahan's remarks, stating that he lived in southern California for a number of years. "You want to get under a desk. You don't want to run outside." The after shocks can be even greater than the initial quake.

Mr. Almvig then talked about the launch of the new Skagit County website, which is a very significant event for Information Services and the County. The new website will be launched internally rather than out of the county, which will give the county more control over the site. Information Services is testing different applications before going live with them. The expectation is that when departments provide a document they should also indicate whether it is releasable or not. It is critical that those documents released are ones the department wants on the site. He added that they are receiving kudos on the site and feel that some of that is attributable to the creative artist who is working on the site.

Brian Young said the public would be looking at county data from the website. They did a trial run with a secret published website for one week and there were hits from China, Amsterdam, Washington D.C., and that's without anyone knowing we are even here. There were also hackers who tried to get into the site.

Mr. Almvig said the thing that took the most time was to build the security system for the site. The security system was put together on the basis of knowing that someone is going to try to take us down.

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He said they are looking at skagitcounty.net as a way for people to easily access the website and are also looking at the possibility of having some e-mail addresses listed so people can access departments more easily.

Brian said the way the website works now, you are unable to book mark certain locations on the site. With the new site, each page is built individually, so any page within the site can be book marked and returned to at any time.

MISCELLANEOUS

Tom Sheahan, Director, Emergency Management, talked to the commissioners about a property on the South Skagit Highway where the creek has taken out the access in two places. He said that Public Works will fix it tomorrow. Fish and Wildlife has finally agreed to come out and take care of the creek where this problem has occurred before.

Commissioner Dahlstedt motioned to approve an emergency repair on the South Skagit Highway as outlined by Tom Sheahan. Commissioner Anderson seconded the motion, which passed unanimously. Mr. Sheahan will bring the proper documents to the commissioners for signature. **(R20020119)**

CONSENT AGENDA

Commissioner Dahlstedt motioned to approve the Consent Agenda for Monday, April 8, 2002, items 1 through 19. Commissioner Anderson seconded the motion, which passed unanimously.

COMMISSIONERS

1. Record of the Proceedings for Monday, April 1, 2002.
2. Record of the Proceedings for Tuesday, April 2, 2002.
3. Addendum to Interlocal Agreement No. C20020001 between Washington State University and Skagit County for the Skagit Veg Trials to amend the period of performance from August 1, 2001 to December 31, 2002. **(A20020047)**
4. Resolution Establishing 2002 Salary Increases and Health and Welfare Benefits for Non-Union Employees. **(R20020115)**
5. Memo to Human Resources Department correcting reclassification request of Virginia Johnson from Staff Assistant II, Range 9, step 7 to Administrative Coordinator, Range 11, step 4. The previous request was Range 11, step 1, which was incorrect.
6. Personal Services Agreement between Skagit County and Reid and Associates to provide the services of Chris Kane to facilitate the Department Head and Elected Officials Retreat. The agreement began on December 1, 2001 and ends on December 31, 2002. The total cost of the agreement is \$3,150.00 plus incidental expenses. **(C20020123)**

HEALTH DEPARTMENT

7. Interagency Agreement between State of Washington Department of Health and Skagit County through Skagit County Health Department to provide funding for conducting sanitary surveys and/or special purpose investigations of Community and Non-community water systems located within Skagit County. The term of the agreement is from January 1, 2002 to be completed on December 31, 2002. Payment is not to exceed \$3,000.00, with a maximum reimbursement of \$250.00 per survey. **(20020124)**

PARKS, RECREATION AND FAIR

8. Vendor Services Agreement through the Department of Parks and Recreation and Washington Fence Company to provide, at the request of the Department Head, installation of 6' outfield fence, etc. at Skagit Playfields. The County will compensate the Contractor \$13,441.31, and not to exceed \$13,500.00. Contract began November 1, 2001 and ends on April 1, 2002. **(C20020125)**

PROSECUTING ATTORNEY

9. Out of State Travel Request for Gene Willett to attend a workshop entitled, "Prosecuting Drug Cases" in San Diego, California May 12-16, 2002. Entire cost to be paid from Fund 170 Drug Fund. Purpose of attendance is to better prosecute drug offenses.

PUBLIC DEFENDER

10. Resolution Authorizing Voluntary Transfer of Sick Leave for Gary Gaer, Director of the Public Defender's Office. Transfer of sick leave authorized according to Section 6.5.1g of the Skagit County Personnel Policies and Procedures Manual. **(R20020116)**

PUBLIC WORKS

11. Vendor Services Agreement between Public Works Department and the Carpet Exchange to replace carpet, installing new 6" cove base and disposing of old material in the upstairs of the Road Maintenance Administration Building in Burlington at a total cost of \$11,000.00. Three vendors were contacted and the Carpet Exchange was the lowest bidder. The date of the contract is April 4, 2002. **(C20020126)**
12. Vendor Services Agreement between Public Works department and Northwest Painting to paint the upstairs of the Road Maintenance Administration Building in Burlington at a cost of \$5,000.00. Three vendors were contacted and Northwest Painting was the lowest bidder. The date of the contract is April 4, 2002. **(C290020127)**
13. Resolution Appointing New Members to the Sedro Woolley Sub Flood control Zone Advisory Committee. Those new members are: Robert Donovan, Rich Jewell, Tina Dikma, Adrian Mince, and Paul Hiebe. The current members have declined interest in continuing to serve in this capacity. The Sub-Flood Control Zone Advisory Committee makes decisions and directs County staff to perform maintenance projects within the zone. **(R20020117)**
14. Letter to Congressman Rick Larsen regarding the Helmick Road Improvement Project. Public Works is recommending the letter be signed by not only the Board of Commissioners but also by representatives from both Sedro Woolley and the Upper Skagit Indian Tribe. It is hoped, by sending Congressman Larsen the letter, that additional funding will be secured to ensure a timely completion of the road project.
15. Summary of Offer for the Morris Street Improvement Project, Town of La Conner, Parcel No. 74186 in the amount of \$251.00 for 11 square feet. The County through its Public Works Department has agreed to manage this project on the Town's behalf. The Town of La Conner and Skagit County entered into Interlocal Agreement No. 005052 in September of 2000. With this agreement, the County agrees to be the Certifying Agent and manage the project. **(C20020128)**
16. Award of Bid for the Butler Hill Gravel Pit, Upper Samish Gravel Pit, Eagle Hill Gravel Pit; 2002 Aggregate Crushing Project – CCP 122-8. After reviewing all of the bids for compliance with the specifications and accuracy, it is recommended that the bid be awarded to Rinker Materials, 6300 Glenwood Avenue, Everett, Washington 98203, in the amount of \$627,342.00. **(R20020118)**

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17. Supplement #1 to Vendors Services Agreement No. 005261 between Skagit County and Industrial Mowing and Spraying. The service shall consist of mowing, spraying, planting and related services at Brickyard Creek lying south of Cook Road along a 900-foot length in conjunction with the Cook Road Improvement Project ES63000-6 at a cost of \$32.00 per hour. This supplement adds planting and related services at Brickyard Creek as above. The supplement does not reflect any change to the maximum amount payable or the project completion date. **(A20020048)**

SENIOR SERVICES

18. Vendor Services Agreement between Skagit County Senior Services and Cintas Corporation to provide towel service for five senior center nutrition programs. The total amount of the contract is \$2400.00. The contract began on January 1, 2002 and ends on December 31, 2002. **(C20020129)**

SHERIFF

19. Out of State Travel Request for Duane Neufeld to attend a K-9 seminar put on by the Pacific Northwest Police Detection Dog Association in Vancouver, B.C. hosted by the Vancouver B.C. Police Department and New Westminster Police Department. The seminar will take place from Monday, May 6, 2002 until Friday, May 10, 2002 at a cost of \$130.00, meals only. He will be commuting daily.

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, April 8, 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 118044 through 118574, Clearing Fund 696, in the amount of \$3,702,963.16. **(C-30-02)** Purchase Card Electronic Payment to JP Morgan Chase in the amount of \$8,720.61, Clearing Fund 696. **(C-29-02)**

APPROVAL OF WASHINGTON STATE ECONOMIC REVITALIZATION TEAM (WA-CERT) BY ECONOMIC DEVELOPMENT ASSOCIATION (EDASC)

Don Wick, Executive Director, of the Economic Development Association of Skagit County, reviewed the projects with the board. He said that in prioritizing projects he looks at whether they will generate immediate jobs.

Commissioner Dahlstedt said he would be concerned if there were no projects that would help to improve agriculture in Skagit County. He wondered about Northern State being such a high priority as it only generates one or two jobs.

Commissioner Munks asked about the Morris Street construction. Mr. Wicks said they want to remain on the list. Apparently, this is money that is still needed to complete the project.

Mr. Wick said some of these projects that have huge dollar amounts on them are going to be difficult to fund. Except for the Anacortes Sawmill, which will generate about 140 jobs.

Commissioner Anderson said, in the past, it didn't seem to matter how the projects were prioritized in terms of which ones were funded. He also noted that the job component isn't the only component. It has to do with revitalizing the area. He said, because of that component, he encouraged Northern State to apply for funding. Mr. Wick agreed that those dollars were in reaction to the declining timber industry, with the hope that it would generate tourism.

Commissioner Anderson motioned to approve the list of WA-CERT applications as presented by Don Wick, numbers 1 through 26. Commissioner Dahlstedt seconded the motion, which passed unanimously.

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PUBLIC COMMENT PERIOD

Tom Solberg, 19019 Minnie Road, Alger, commented on the fact that Governor Locke signed a bill extending the timeline for completion of the Critical Areas Ordinance for three years. He said he would like to see buffers scaled back to a reasonable size, based on best science. He assured the commissioners that they have a lot of support for this. He concluded his remarks by thanking the commissioners for putting the Science Advisory Panel on hold.

ADJOURNMENT

Commissioner Dahlstedt motioned to adjourn the proceedings. Commissioner Anderson seconded the motion, which passed unanimously.

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

Don Munks, Chairman

Kenneth A. Dahlstedt, Commissioner

ATTEST:

Ted W. Anderson, Commissioner

Jean Terry, Acting Clerk