

**SKAGIT COUNTY COMMISSIONERS
RECORD OF THE PROCEEDINGS
MONDAY, JULY 1, 2002**

MONDAY, JULY 1, 2002:

8:30 a.m. – 9:30 a.m.	Work Session – County Administrator
9:30 a.m. – 10:00 a.m.	Executive Session – Personnel, Litigation and Land Acquisition
10:00 a.m. – 10:45 a.m.	Department Head Meeting
11:00 a.m. – 11:30 a.m.	Consent Agenda and Miscellaneous Items
11:30 a.m. – 11:45 a.m.	Public Comment Period
1:30 p.m. – 2:00 p.m.	Consideration of Western Peterbilt Binding Site Plan
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, July 1, 2002 with Commissioner Don Munks, Commissioner Kenneth A. Dahlstedt and Commissioner Ted W. Anderson present.

DEPARTMENT HEAD MEETING

Chairman Don Munks called the meeting to order by inviting everyone to say the pledge of allegiance. Mike Almvig, Director of Information Services, offered to let Brad Whaley, Budget and Finance Director, go first since he had one topic and Mike had lengthy issues to discuss.

Brad Whaley shared that the administrative cost for insurance funds through Regence-Blue Shield has a \$58,000 deficit. The County will be receiving a refund from Regence Blue Shield due to the funds in our reserve account with the insurance company. The money will need to stay in reserves until approximately the end of the year. Peter Browning, Public Health Director, asked if this would affect our premiums. Brad stated the claims submitted by the County exceed the amount the County has paid through premiums into the insurance fund. This does have an impact on the insurance costs for the County.

Mike Almvig, Director of Information Service, reported. The budget-automated request is due by July 18, 2002. Requests for databases, software, or anything that could be costly can be submitted through the website. Basic needs, such as printers and workstations, are due by August 5, 2002. Information Services is using the web to conduct more business. The RFP for the Imaging system for the Clerk's office is nearing a finalization phase. The County financial system is going to be completely revamped. Cayenta is upgrading their system, which will cost approximately \$200,000 and will require additional training. Public Safety will also be upgraded.

Mike asked for suggestions about where to invest in technology. He also asked for questions.

Relative to licensing fees, the Microsoft licensing fee expires today. By the end of the month a new three-year contract will be signed.

Brian Young, Website Content Manager, stated that the Auditor's recorded documents are now available to the public, although they are the unofficial documents. The new e-mail domain for the public access site is treasurer@skagitcounty.net and is still being worked on. Web Trends software tells us from where and how many people are looking at our website. As of this weekend we have had one million hits on our website since April 2002, with 18,000 documents downloaded from the website. The number of hours on the website is 120 hours, the equivalent of 15 full-time employees. List Server is where people subscribe to

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an e-mail address and something can be sent to the address listed. There are a lot of policy issues that need to be addressed as List Serve is created.

3) Rick McGavin is responsible for workstation and support, which also includes e-mail. Our computer system is stopping 350 viruses a month and has received 2,100 since January 2002. There are new threats and hoaxes appearing, although they are not threatening.

E-mail delivery delay is happening because an e-mail server somewhere along the way is delaying the message. People can request confirmation of the e-mail message through the send folder. The information servers limit the size of e-mail that can be sent. If anyone needs to send a large document there is a way to post the information out and maintain the e-mail system. There are a variety of ways to send large amounts of information; just ask information services for assistance. Information services does not back up personal computers and removable media.

Gary Gaer suggested that Information Services invite other staff to attend a presentation put on by Information Services. Pam Springer suggested that Information Services staff come to staff meetings and give a 15-minute presentation on, for example, e-mail. Mike agreed to take the basic issues and hold a meeting in the hearing rooms to inform all staff.

Cori Russell, Director of Records Management, discussed what ITAC is working on and asked for suggestions for training. The business we know today will fundamentally change.

CONSENT AGENDA

1. Record of the Proceedings for Monday, June 24, 2002.
2. Record of the Proceedings for Tuesday, June 25, 2002.
3. Resolution Appointing Jeri Krampetz to the Skagit County Parks and Recreation Advisory Board for the term July 1, 2002 through June 30, 2005. **R20020216**

INFORMATION SERVICES:

4. Resolution Authorizing the Transfer of Surplus Computer Equipment to Lincoln Elementary School. **R20020217**
5. Resolution Authorizing the Transfer of Surplus Computer Equipment to Whitney Elementary School. **R20020218**
6. Amendment No. 2 to Customer Service Agreement **No. 03783** with the Washington State Department of Information Services to provide network security services. The effective start date of the amendment is July 1, 2002 and shall remain in effect until terminated by either party. Compensation shall be set at \$250 per month. **A20020077**

PARKS, RECREATION & FAIR:

7. Lease Agreement with the Washington State Department of Natural Resources for the Conway area boat ramp. The term of this lease began November 1, 1999 and will continue until October 31, 2014. There is no annual rent for this agreement. **C20020077**
8. Resolution Requesting Funding Assistance for Washington Wildlife and Recreation Program (WWRP) project, known as "Custer Field" Renovation. **R20020219**
9. Resolution Establishing a Change Fund for the Clear Lake Park Swim Beach in the amount of \$100.00. **R20020220**

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10. Resolution Authorizing a Call for a Public Hearing for the Adoption of User Fees for the Howard Miller Steelhead Park and other County Campground Facilities. The Public Hearing will be held on Tuesday, July 23, 2002 at 4:00 p.m. **R20020221**

PROSECUTING ATTORNEY:

11. Partial Satisfaction and Release of Judgment in the Halverson, et al. v. Skagit County case as it relates to Madison and Judy Parker, which will pay \$880.78 for said Release. **R20020222**

YOUTH & FAMILY SERVICES:

12. Interlocal Agreement with the Anacortes School District #103, Burlington Edison School District #100, Concrete School District, La Conner School District #311, and Mount Vernon School District #320 to jointly fund a Truancy Intervention Specialist position to serve the school districts and the County Juvenile Court in implementing the truancy portion of the BECCA BILL. The term of the agreement shall commence on September 1, 2002 and continue through August 31, 2003. Compensation shall not exceed \$10,000 annually. **C20020228**
13. Personal Services Agreement with Miriam Pino to provide specialized child, adolescent, adult and family assessment, evaluation and treatment (group and/or individual and/or families), consultation, education classes, monitoring with written reports as required, and training. The term of this agreement shall commence on July 1, 2002 and continue until June 30, 2004. Compensation shall range between \$20-\$70 per hour, depending on the services being rendered, with annual compensation not to exceed \$10,000. **C20020229**
14. Personal Services Agreement with Catherine Wickman to provide specialized child, adolescent, adult and family assessment, evaluation and treatment (group and/or individual and/or families), consultation, education classes, monitoring with written reports as required, and training. The term of this agreement shall commence on July 1, 2002 and continue until June 30, 2004. Compensation shall range between \$20-\$70 per hour, depending on the services being rendered, with annual compensation not to exceed \$10,000. **C20020230**
15. Personal Services Agreement with The Center, Inc. to provide specialized child, adolescent, adult and family assessment, evaluation and treatment (group and/or individual and/or families), consultation, education classes, monitoring with written reports as required, and training. The term of this agreement shall commence on July 1, 2002 and continue until June 30, 2004. Compensation shall range between \$20-\$88 per hour depending on the services being rendered. **C20020231**
16. Amendment No. 1 to Personal Services Agreement **No. C20020146** with Youthnet to provide Emerson High Summer School 2002 to students referred by Skagit County Youth & Family Services. The County shall reimburse Youthnet \$125 per credit with maximum reimbursement not to exceed \$10,000. The effective start date for the amendment shall be July 1, 2002. **A20020078**

PUBLIC WORKS DEPARTMENT:

17. Out-of-State Travel Request for Delores McLeod, Administrative Assistant with Surface Water Management, to travel to Emmitsburg, Maryland to attend a Federal Emergency Management Institute course entitled "NFIP/Community Rating System from July 29 to August 2, 2002. The purpose of the course is to provide training to coordinate and maintain the Community Rating System for the County. The total cost would be approximately \$850 with airfare in the amount of \$450 being refundable from FEMA. **Approved.**

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18. Resolution Calling for a Public Hearing for Vacation of Unopened County Right-of-Way Known as Wood Road #24400, east of State Route 11 in the Blanchard area. The public hearing will be held on Tuesday, July 23, 2002 at 9:00 a.m. **R200202223**
19. Resolution Calling for a Public Hearing for Vacation of Unopened County Right-of-Way Known as Hill Street located west off of Big Lake Boulevard and south of Little Mountain. The public hearing will be held on Tuesday, July 23, 2002 at 9:00 a.m. **R20020223**
20. Resolution Authorizing the Execution of an Interlocal Agreement with Whatcom County. **R20020225**
21. Interlocal Agreement with Whatcom County to provide materials and equipment rental for each other upon request, when available, for roadway maintenance activities on a reimbursable basis. The agreement commenced on January 1, 2002 and will continue until December 31, 2006. **C20020232**
22. Resolution Authorizing Execution of an Interlocal Agreement with the City of Sedro Woolley. **R20020226**
23. Interlocal Agreement with the City of Sedro Woolley to perform work, provide materials and equipment rental, when available for road maintenance activities on a reimbursable basis. This agreement shall commence on July 1, 2002 and continue until December 31, 2006. **C20020233**
24. **This item has been pulled per Chal Martin.** Amendment No. 1 to CZM Grant Agreement **No. 05411** with the State of Washington Department of Ecology to revise the scope of work and budget matrix to reflect the County's modified needs on the Marine Resources Committee Administration project. The effective start date of the amendment is July 1, 2002. The total project cost remains unchanged at \$10,000.
25. Vendor Services Agreement with Island Building to provide maintenance on the Sinclair Island dock facility, including materials, transportation to and from, patching the float, replacing rub rails, repairing the ramp and pilings, and preserving the wood. The contract shall commence on June 24, 2002 and continue until June 24, 2003. Compensation shall not exceed \$2,499. **C20020234**

MISCELLANEOUS ITEMS

1. The Commissioners unanimously approved for signature Amendment No. 1 to Contract No. 005224 with Robert S. Fleming, MD. **A20020079**
2. The Commissioners unanimously approved for signature a Request for Proposals for Benefit Broker/Consultant. **R20020227**
3. The Commissioners unanimously approved for signature a resolution reconvening the Salary Commission. **R20020231**
4. 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, July 1, 2002 the Board by majority vote, did approve for payment those vouchers included in the above-mentioned list and further described as follows:

Warrants numbered 123536 through 123536 in the total dollar amount of \$34,562.75.
(Transmittal No. C-54-02).

Warrants numbered 123537 through 123924 in the total dollar amount of \$1,962,001.57.
(Transmittal No. C-55-02).

PUBLIC COMMENT PERIOD

Chairman Don Munks opened the public comment period at 11:30 a.m.

Tom Solberg presented documents to the Commissioners for their review. He asked the Commissioners to look at an MOA.

Randy Good, 2215 Minkler Rd., said he supports Tom Solberg. Notarized written comments are required to be submitted by Friday, but the Planning Commission is meeting on Tuesday and he would like to submit written comments at the Planning Commission meeting. The legal notice was published June 21, 2002. On June 25, 2002 he went into the Planning Department and they had no documents for him. He said he would like to know if the meeting is just for policy or if it will include all of the projects. He discussed the Inner Urban Trail and use of Puget Sound Energy (PSE) right-of-ways. Commissioner Anderson asked if the right-of-ways are on private property.

Carol Ehlers, 33918 Fidalgo Island, Anacortes, stated that she is in support of Randy Good and has concerns about the legal notice. She then reviewed the dates and process of the legal notification, stating that the information was not presented to the County libraries. Written comments are due by Friday, July 5, 2002 which is part of a Holiday.

Ms. Ehlers said she is concerned about whether this plan works with the comprehensive amendment. She wondered why Kendra Smith is working on something that is in the domain of Gary Christensen. This is a public works project and the plan should be practical. She felt it was a muddled process.

Val Mullen, 31248 Riverdale Rd. Lyman said she is concerned with growth management and asked if someone could explain it.

Commissioner Anderson explained that what is happening is that growth management is requiring the property to be fully developed or not developed at all.

Ms. Mullen's grandfather owns 88 acres and he would like to sell one acre to his granddaughter to build a house on for him. She would like to know if there is another way rather than having to subdivide the 88 acres.

Tom Solberg spoke again about buffers and that a conclusion needs to be reached.

CONSIDERATION OF WESTERN PETERBILT BINDING SITE PLAN

Brandon Black, of the Skagit County Planning and Permit Center, presented a binding site plan for Western Peterbilt located within the UGA for the City of Mount Vernon.

Commissioner Anderson motioned to approve the plan for signature. Commissioner Dahlstedt seconded the motion, which passed unanimously.

ADJOURNMENT:

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

BOARD OF COMMISSIONERS
SKAGIT COUNTY, WASHINGTON

Don Munks, Chairman

Kenneth A. Dahlstedt, Commissioner

Ted W. Anderson, Commissioner

ATTEST:

Karen Turner, Acting Clerk of the Board
Skagit County Board of Commissioners

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