

**RECORD OF THE PROCEEDINGS
SKAGIT COUNTY BOARD OF COMMISSIONERS
MONDAY, SEPTEMBER 9, 2002**

8:30 a.m. – 9:30 a.m.	Work Session – County Administrator
9:30 a.m. – 10:00 a.m.	Discussion – 1) Boundary Review Board Process; 2) Notice of Intention File No. 02-02 Skagit County Fire Protection District No. 3
10:00 a.m. – 10:45 a.m.	Department Head Meeting
10:45 a.m. – 11:00 a.m.	Public Hearing – To Consider Testimony Regarding the Adoption of a Supplemental Budget and an Amended Budget
11:00 a.m. – 11:30 a.m.	Consent Agenda and Miscellaneous Items
11:30 a.m. – 11:45 a.m.	Public Comment Period
1:00 p.m. – 2:00 p.m.	Work Session – Emergency Medical Services
2:00 p.m. – 4:00 p.m.	Executive Session – Personnel, Litigation, and Land Acquisition
4:00 p.m. – 4:30 p.m.	Presentation – 2003 Preliminary Budget
6:30 p.m. – 8:30 p.m.	Joint Meeting to Discuss Flood Control Issues – Skagit Public Utility District #1 (Aqua Room, 1415 Freeway Drive, Mount Vernon)

The Skagit County Board of Commissioners met in regular session on Monday, September 9, 2002, with Commissioner Don Munks, Commissioner Kenneth A. Dahlstedt and Commissioner Ted W. Anderson present.

DISCUSSION – 1) BOUNDARY REVIEW BOARD PROCESS; 2) NOTICE OF INTENTION FILE NO. 02-02 SKAGIT COUNTY FIRE PROTECTION DISTRICT # 2.

1. Tom Karsh, Planning & Permit Center Director, indicated that this meeting is being held to review the process for proposed annexations. There has been some confusion as to who should be the coordinator for these requests.

Commissioner Dahlstedt asked if the Planning Department had been the coordinator in the past.

Mr. Karsh said that it had but the process has been inconsistent in the past. He asked if his department should take the lead in notifying the other departments that are involved.

Commissioner Anderson stated that all comments should be submitted to the office of the Board of County Commissioners. The County Administrator would be responsible for scheduling a public hearing and notifying the necessary people.

Carol Korelin, Clerk of the Boundary Review Board, said the process has been consistent and there is already a well established process in place. She is the one that sends notification to all departments, schedules a public hearing, and copies staff comments.

Commissioner Dahlstedt said he still feels the Planning Department should be the coordinator as long as the process is clearly defined.

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2. Mr. Karsh outlined the Notice of Intention: Skagit County Fire Protection District No. 3 Annexation (Syre/Ware). Property owners Ware, Syre and Johnson have petitioned to have 200 acres of Secondary Forest-NRL included in Fire District #3's service area for the purpose of building ten single-family residential homes. The subject property is located directly east of the Cascade Ridge development.

Dan Cain, Fire Marshal, stated that the fire district has some concerns but he sees no problem with drafting an agreement with the district on how to handle this proposed annexation.

Commissioner Dahlstedt motioned to invoke the Boundary Review Board for this process. Commissioner Anderson seconded the motion, which passed unanimously.

The Boundary Review Board will send out the necessary notices and the Planning Department will be the official coordinator.

DEPARTMENT HEAD MEETING.

Chairman Munks welcomed everyone to the Department Head meeting. He then read a memorandum from the Board requesting that agenda items be summarized. He explained that because of the complexity and the number of issues the County Commissioners are dealing with, it is more important than ever to use agenda time as efficiently as possible. Reports should be provided with a clear and concise summary of the subject, a list of options, and the recommendation of the department.

He added that the Board appreciates all of the work that is being done for Skagit County and are hopeful this will not only help them but will also make everyone else's work a little easier.

Brad Whaley, Finance Director, stated that he, Mike Edwards and Chris Stamey are in the process of visiting various departments to do a budget analysis and bring forth a recommendation to the Board. If a department is scheduled for a budget work session and is comfortable with the analysis that has been done by budget staff, he asked that they notify JoAnne Giesbrecht, Clerk of the Board, and she will be happy to cancel the session.

Dan Berentson, Communications Director, said that the County's print advertising contracts have been renegotiated, resulting in a lower rate. There is a need to standardize the advertising formats and these will be distributed to department heads.

Mr. Berentson is also looking into upgrading the quality and presentation of the Skagit County Commissioners' meetings.

He also noted that the Public Works Department has recently purchased a public address system that is portable and is available for use by other departments.

There will be a short ceremony in recognition of September 11 to be held on September 11, 2002 at noon in the Courtyard between the Skagit County Courthouse and the Administration building. It should last approximately 15 minutes. All County employees are encouraged to attend.

PUBLIC HEARING – TO CONSIDER TESTIMONY REGARDING THE ADOPTION OF A SUPPLEMENTAL BUDGET AND AN AMENDED BUDGET.

Brad Whaley stated that Skagit County has received additional funds in the form of Timber Harvest Revenue and private donations, as well as a reallocation of revenue subsequent to the December 31, 2002 budget adoption. The Park Acquisition, Capital Improvements, Lake Management and General/Current Expense Funds will incur expenditures in categories and amounts other than anticipated in the adopted budget. To accurately reflect a change in spending

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authority based upon reallocation and increases in revenue, the impacted budgets must be amended.

Chairman Munks opened the hearing for public comment.

There being no public testimony forthcoming, Commissioner Anderson motioned to close the Public Hearing. Commissioner Dahlstedt seconded the motion and the Public Hearing was closed.

Commissioner Anderson made a motion to approve the supplemental budget as outlined by Mr. Whaley. Commissioner Dahlstedt seconded the motion, which passed unanimously.

(Resolution No. R20020320)

CONSENT AGENDA.

Commissioner Dahlstedt motioned to approve the Consent Agenda, items 1 through 18. Commissioner Anderson seconded the motion, which passed unanimously.

COMMISSIONERS' OFFICE:

1. Record of the Proceedings for Tuesday, September 3, 2002.
2. Resolution Establishing a Community Advisory Board for the Office of Mediation Services, the Dispute Resolution Center of Skagit County. **(Resolution No. R20020321)**
3. Resolution Commemorating the Victims of the Terrorist Attacks of September 11, 2001 and Supporting the President of the United States in His Work to Make America Safe from Terrorism. **(Resolution No. R20020322)**

CONSERVATION FUTURES:

4. Conservation Easement protecting farmland owned by Karlen and Connie Rae Walser. The easement will extinguish one development right and permanently protect approximately 9.03 acres of farmland along East Stackpole Road at a cost of \$36,020.05. Half of the cost of the easement will be reimbursed by the Federal Farmland Protection Program Grant. **(Contract No. C20020329)**

GEOGRAPHICAL INFORMATION SERVICES:

5. Out-of-State Travel Request for Josh Greenberg to attend the American Society for Photogrammetry & Remote Sensing Seminar being held in Denver, Colorado on November 12-15, 2002. This will provide education on Satellite Imagery and Remote Sensing. The cost is expected to be approximately \$1,116.00. **(Approved)**

HEALTH DEPARTMENT:

6. Amendment No. 1 to Region 3 Aids Service Network Agreement **No. C20020116** with the Snohomish Health District to allow the transfer of funds between line items. There is no fiscal change overall. **(Amendment No. A20020109)**

PARKS, RECREATION & FAIR:

7. Water Works Easement with Michael B. and Pamela L. Meinert for the Swinomish Boat Launch Project. Compensation shall be paid at \$500. **(Contract No. C20020330)**

SENIOR SERVICES:

8. Amendment No. 1 to Visiting Nurse Personal Services Agreement **No. C20020140** to include nail care (hand and foot) to seniors at Skagit County Senior Centers. The only change in the current contract is an increase in fees charged for foot care, from \$14.50 to \$15.00. All other terms and conditions of the original contract shall remain in effect. **(Amendment No. A20020110)**

SHERIFF'S DEPARTMENT:

9. Amendment No. to Personal Services Agreement **No. 05282** with Personnel Consultation and Selection, PLLC to provide psychological examinations for potential and existing employees of the Skagit County Sheriff's Office. Compensation shall not exceed \$300 per exam. **(Amendment No. A20020111)**

YOUTH & FAMILY SERVICES:

10. Interlocal Cooperative Agreement between Skagit County Youth & Family Services/ARIS Program and the Skagit County School Districts (Anacortes School District #103; Burlington-Edison School District #100; Concrete School District #111; Sedro-Woolley School District #101; Conway School District #317; La Conner School District #311; and Mount Vernon School District #320) to cooperatively improve services to at-risk youth. The term of this Agreement shall commence on January 1, 2002 and continue through December 31, 2005. **(Contract No. C20020331)**

PUBLIC WORKS DEPARTMENT:

11. Resolution Amending Skagit County Resolution **No. 17582**, Appointing New Members to the Citizen Advisory Committee for Lake Management District No. 1 for Big Lake. The members shall be Jim Hansen, Ric Tesarick, Dan Jones, Neil Hansen, Bud Ebeling, and Mac McConnell. **(Resolution No. R20020323)**
12. Response Letter to Lakeside Industries regarding the County's chip sealing program.
13. Resolution approving **AND** Interlocal Cooperative Agreement with Skagit County Dike and Drainage District No. 5 to allow the Skagit County Public Works Department to provide materials, equipment rental, and perform work on a reimbursable basis for the District. The Agreement shall commence on September 2, 2002 and continue through December 31, 2006. **(Resolution No. R20020324 and Contract No. C20020332)**
14. Personal Services Agreement with David Evans and Associates, Inc. to provide right-of-way acquisition services needed for the Edison Drainage Improvement Project. This project upgrades the existing drainage network to increase temporary storage ability and accommodate more extreme rainfall events. The Agreement shall commence on August 1, 2002 and continue until December 31, 2003. Compensation shall be in the amount of \$22,707.20. **(Contract No. C20020333)**
15. Amendment No. 3 to Interlocal Cooperative Agreement **No. 05457** between Skagit County and the Skagit Conservation District to correct the Vehicle Identification Number given for the 1992 Ford F-150 pickup transferred from the County's fleet to the District in Amendment No. 2. All other terms and conditions of the original Agreement shall remain in effect. **(Amendment No. A20020112)**

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16. Amendment No. 6 to Project Grant Agreement **No. 04581** between the Governor's Salmon Recovery Office and Skagit County Public Works. The sponsor has requested the Administration and Engineering limit be increased from 5% to 10% due to a change in matching funds and complexities in securing the land parcels. This amendment will not change the grant agreement amount of \$570,000 provided by the Interagency Committee for Outdoor Recreation. **(Amendment No. A20020113)**
17. Resolution Awarding the Contract for the North Fork Bridge Rail Upgrade Project, ES 40037-3 to Petersen Brothers, Inc. for the low bid of \$116,461.83. **(Resolution No. R20020325)**
18. Contract with Petersen Brothers, Inc. for the North Fork Bridge Rail Upgrade Project, ES 40037-2. The Contract shall commence on or before September 3, 2002 and continue until approximately October 15, 2002. **(Contract No. C20020334)**

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, September 9, 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 127868 through 127934 from Clearing Fund 696 in the total dollar amount of \$66,953.80 (Transmittal No. C-74-02); and

Purchase Card Electronic Payment to JP MORGAN CHASE from Clearing Fund 696 in the total dollar amount of \$8,179.72 (Transmittal No. C-75-02); and

Warrants numbered 127935 through 128413 from Clearing Fund 696 in the total dollar amount of \$3,520,731.02 (Transmittal No. C-76-02); and

Payroll warrants numbered 957811 through 957885 in the total dollar amount of \$81,893.20 (Transmittal No. P-33-02); and

Payroll warrants numbered 107833 through 108900 in the total dollar amount of \$960,750.59 (Transmittal No. P-34-02).

2. Staff presented a Resolution to accept the recommendations of the Economic Development Public Facilities Project Advisory Committee for projects submitted in July of 2002. The following projects shall be funded from the Rural Distressed County sales tax as authorized by the State of Washington and Skagit County Ordinances and Resolutions:

• Public Utility District #1: Water Improvement Project	\$ 96,000
• Skagit Regional Public Facility District: Performing Arts Center	\$200,000
• Town of La Conner: Industrial Right-of-Way Improvements	\$108,000
• City of Anacortes: Reservation Road Sewer Extension	\$105,000
• City of Anacortes: Archway Project	<u>\$ 25,000</u>
	<u>TOTAL</u>
	\$534,000

Commissioner Dahlstedt made a motion to approve the Resolution as outlined by Brad Whaley, Finance Director, and Commissioner Anderson seconded the motion, which passed unanimously. **(Resolution No. R20020326)**

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PUBLIC COMMENT PERIOD.

Don Bockelman, 30623 S. Skagit Highway, expressed his displeasure with the Board regarding their response to the flood issue.

Jeff Thibeau, 12026 Bayhill Drive, Burlington, spoke about the problems with final reviews relative to building permits. He is unhappy that the Permit Center is allowing people to move into their new homes without the final inspection.

Commissioner Munks said he has alerted Tom Karsh, Planning & Permit Center Director, to the problem but has not heard back from him yet.

Jim Vogelsang, 1404 Second Avenue, Mount Vernon, talked about hunting license activity in Skagit County.

PRESENTATION – 2003 PRELIMINARY BUDGET.

Chairman Munks opened the meeting. Auditor Norma Hickock-Brummett, Accountant Danny Weinberg, and Chief Deputy Auditor David Cunningham were also present. Commissioner Ted Anderson was excused. Commissioner Kenneth Dahlstedt was present.

Ms. Brummett presented the 2003 preliminary budget for the review of the Commissioners. She pointed out that it is in a new more user friendly format. She said they are appreciative of all of the departments getting it to them on a timely basis.

Commissioner Munks expressed appreciation for the new format and told them they did a great job preparing these documents.

Danny Weinberg and David Cunningham asked the Commissioners to contact them if they have any questions.

MISCELLANEOUS

Commissioner Dahlstedt motioned to approve warrants numbered 128414 through 128482 from Clearing Fund 696 in the total dollar amount of \$303,190.94 (Transmittal No. C-77-02). Commissioner Munks seconded the motion, which was carried.

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

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Ted W. Anderson, Commissioner

ATTEST:

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