

**RECORD OF THE PROCEEDINGS
SKAGIT COUNTY BOARD OF COMMISSIONERS
MONDAY, NOVEMBER 25, 2002**

- 8:30 a.m. – 9:30 a.m. Work Session – County Administrator
- *T 10:00 a.m. – 11:00 a.m. Public Hearing – To Review Community Development and Housing Needs, Inform Citizens of the Availability of Funds and Eligible Uses of the State Community Development Block Grant, and Receive Comments on Proposed Activities, Particularly From Low and Moderate Income Persons and Persons Residing in Skagit County
- 11:00 a.m. – 11:30 a.m. **Consent Agenda and Miscellaneous Items**
- 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, November 25, 2002, with Commissioners Don Munks, Kenneth A. Dahlstedt, and Ted W. Anderson present.

PUBLIC HEARING – TO REVIEW COMMUNITY DEVELOPMENT AND HOUSING NEEDS, INFORM CITIZENS OF THE AVAILABILITY OF FUNDS AND ELIGIBLE USES OF THE STATE COMMUNITY DEVELOPMENT BLOCK GRANT, AND RECEIVE COMMENTS ON PROPOSED ACTIVITIES, PARTICULARLY FROM LOW AND MODERATE INCOME PERSONS AND PERSONS RESIDING IN SKAGIT COUNTY.

Commissioner Munks welcomed everyone to the public hearing. He stated that interpretation services would be provided today by someone contracted through The Language Exchange.

Ian Munce introduced himself as the current President of the Skagit County Community Action Agency (SCCAA) Board of Directors, replacing Ann Coleman who recently passed away. SCCAA is made up of volunteers who try to steer as many services as possible to low-income and needy folks. The Board of Directors has just finished the planning process for 2003. It is estimated that through the agency, its fulltime staff and volunteers, 28,000 people have been the recipients of many SCCAA services for 2001. That number is sure to be higher for 2002. The Board receives funding from Skagit County, the cities, federal money, churches, United Way and through donations. Approximately \$125,000 in federal money is available to Skagit County and Mr. Munce requested the Board of Commissioners to steer that money to the SCCAA. “This is the money that basically holds the glue together for the program.”

Bill Shuler, Executive Director of Skagit County Community Action Agency, said that without access to this money, Community Action would be an entirely different agency than they are now. The extra money is used in many ways and Mr. Shuler said he couldn't thank the Board enough for their support.

Karen Parnell, SCCAA Deputy Director and Coordinator for the grant application process, provided several handouts to the general public. They were made available in both English and Spanish. For those in the viewing audience, they may call SCCAA to receive copies of the information. One packet of information that is required to be furnished is the “Youth of CDBG Funds”. These funds are available for persons to apply for. Ms. Parnell said one of the other purposes of this hearing today is also to provide an update of where the funds for 2002 were directed and mentioned that comments would be welcome at that time. She reviewed the eight programs that were the recipients of the funds for 2002 and provided statistical data showing the number of Skagit County residents that have benefited from Community Action services.

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Ms. Parnell said the agency has various reports in the office that people can request. She thanked the Commissioners for their diligence in attending SCCAA Board meetings as well as helping this CDBG grant application move forward.

Paul Chaplick, Executive Director for United Way in Skagit County, provided testimony in support of using the CDBG funds through SCCAA. He said the local economy is very sluggish so those at the bottom end of the economic ladder face increased problems. "We're very fortunate in this County to have SCCAA there to develop, coordinate and cooperate in programs that assist those folks. The Skagit County Community Action Agency actually plays a very significant leadership role with all of those programs that help those on the bottom end of the economic ladder." He also said Mr. Shuler and Ms. Parnell continually have their ears to the ground around the community so they can be involved with helping deal with issues that are helping those in need. He said through his work at United Way, SCCAA is effective and that the residents of our County are the beneficiaries.

Commissioner Munks said it is really amazing that almost 29,000 people have been serviced by SCCAA. A huge strain would be placed on the County without their services.

Commissioner Dahlstedt thanked Mr. Shuler and Ms. Parnell for all of their efforts. He also thanked Mr. Munce for stepping in as Chairman for Ann Coleman. He feels that as the economy continues to struggle, it will take the community coming together to support Community Action and all the services they provide.

Commissioner Anderson said he is on the Board for the Helping Hands Food Bank in Sedro-Woolley. Some may not realize that Community Action is also involved with the County food banks throughout the area, as well. He said there are many homes where both people work but find it hard to make ends meet. SCCAA provides a service that just can't be matched.

Ms. Parnell announced that another SCCAA Board member, Oscar Hernandez, was scheduled to be here with statements of support but was, unfortunately, unable to be present.

Commissioner Anderson motioned to close the public hearing. Commissioner Dahlstedt seconded the motion and the public hearing was closed.

A reminder was given that on November 18, 2002, Resolution No. R20020393 was approved establishing a grievance procedure for the use of CDBG funds.

Commissioner Dahlstedt made a motion to approve the 2003 CDBG Public Service Grant application as outlined. Commissioner Anderson seconded the motion, which passed unanimously. **(Approved)**

CONSENT AGENDA.

Commissioner Dahlstedt motioned to approve item 1 and items 3 through 13 of the Consent Agenda for Monday, November 25, 2002. Commissioner Anderson seconded the motion, which passed unanimously. Item No. 2 was taken off of the Consent Agenda as it had not been completed.

COMMISSIONERS' OFFICE:

1. Record of the Proceedings for Monday, November 18, 2002.
2. Record of the Proceedings for Wednesday, November 20, 2002. **(Removed)**

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3. Resolution for the Appointment of Peter Wold to the Skagit County Developmental Disabilities Administrative Board for the term December 1, 2002 through November 30, 2005. **(Resolution No. R2002)**

BUDGET & FINANCE DEPARTMENT:

4. Resolution to Call for a Public Hearing on the Proposed 2003 Skagit County Budget. The Public Hearing will take place on Monday, December 9, 2002 at 10:00 a.m. **(Resolution No. R20020400)**
5. Resolution Authorizing a Call for a Public Hearing on Property Taxes for 2003 Budget Year. The Public Hearing will take place on Monday, December 16, 2002 at 9:45 a.m. **(Resolution No. R20020401)**

HUMAN RESOURCES:

6. Contract renewal with the Bellingham Herald for advertising expenditures in the amount of \$5,000 for the Year 2003. The contract shall commence on November 4, 2002 and continue until November 3, 2003. **(Contract No. C20020417)**

PARKS AND RECREATION:

7. Out-of-State Travel Request for Patrik Dylan to attend the 16th National Trails Symposium in Orlando, Florida from November 10-14, 2002 for an approximate cost of \$230.76. The National Park Service extended the invitation for Mr. Dylan to make a presentation at the symposium, therefore, they paid for the airfare, hotel and conference registration fees. **(Approved)**

RISK MANAGEMENT:

8. Personal Services Agreement with Advanced Interactive Systems to provide Skagit County Sheriff's Deputies one-on-one training with regard to use of force as per department policy. Each officer will go through three "Shoot-No-Shoot" scenarios with projectile fire and ShootBack system. The agreement shall commence on November 15, 2002 and continue until December 31, 2003. Compensation is not to exceed \$4,000. **(Contract No. C20020418)**

YOUTH & FAMILY SERVICES:

9. Personal Services Agreement with Lang's Horse & Pony Farm (Lola Lang) to provide 2.5 hours of instruction and trail ride to youths. They will also provide three staff, picnic facilities and grooming instruction to twelve youths. The agreement shall commence On July 1, 2002 and continue until December 30, 2002. Compensation shall not exceed \$300. **(Contract No. C20020419)**

PUBLIC WORKS DEPARTMENT:

10. Resolution Amending Resolution **No. 18374** pertaining to Imprest Cash Funds for Skagit County Solid Waste Fund No. 401. The Fund will be increased to \$860 due to the fact that an additional custodian has been added at the Ovenell Recycling and Transfer Station Scalehouse, which necessitates the addition of a second cash drawer. **(Resolution No. R20020402)**
11. Vendor Services Agreement with Geiger's Custom Cleaning to clean windows at 201 East Avon for the Administration Building, Sign Shop and the Mechanic Shop. The agreement

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shall commence on November 18, 2002 and continue until November 18, 2003. Compensation shall not exceed a total of \$2,499. **(Contract No. C20020420)**

12. Easement for Storm Drainage for property owned by Mark Morrow. The Skagit County Public Works Department is improving an existing drainage system located in the Town of Edison. The current system is undersized to accommodate the amount of water that accumulates during heavy storm events. To best capture the stormwater, a portion of the system should be located outside of the right-of-way on the parcel affected by the Easement. **(Contract No. C20020421)**
13. Memorandum of Understanding between Puget Sound Energy (PSE) and Skagit County. The agreement provides for a licensed program operated by PSE to teach school-age children about conservation, water, energy, air pollution, recycling and waste. This program is conducted in Western Washington schools with the cooperation of the school districts and other agencies. The cost will be \$7 per student with a not-to-exceed limit of \$2,000 during the 2002-2003 school year. This expense is covered within the Recycling Education Budget. **(Contract No. C20020422)**

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, November 25, 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 132596 through 133165 from Clearing Fund 696 in the total dollar amount of \$1,589,244.20. (Transmittal No. C-100-02); and

Payroll warrants numbered 958243 through 958340 in the total dollar amount of \$92,826.95. (Transmittal No. P-43-02); and

Payroll warrants numbered 112681 through 113844 in the total dollar amount of \$972,497.09. (Transmittal No. P-44-02).

2. Commissioner Dahlstedt motioned to approve Resolution No. 02-006 authorizing the supplemental budget for the Emergency Management Council. Commissioner Anderson seconded the motion, which passed with a unanimous vote. **(Approved)**
3. Commissioner Dahlstedt made a motion to approve the following personnel changes and additions:

Refill Open Positions:

Geographic Information Services
Superior Court
Superior Court
Superior Court

Addressing Coordinator
Staff Assistant II
Court Services Asst. III
Court Reporter

Merit Pay Increase:

District Court

District Court Administrator

Commissioner Anderson seconded the motion, which passed.

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PUBLIC COMMENT PERIOD.

No one was present for the public comment period.

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:

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