

**RECORD OF THE PROCEEDINGS
SKAGIT COUNTY BOARD OF COMMISSIONERS
MONDAY, FEBRUARY 3, 2003**

8:00 a.m. – 8:45 a.m.	Work Session – Skagit County Commissioners
8:45 a.m. – 9:30 a.m.	Work Session – Skagit County Administrator
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
*T 1:30 p.m. – 2:00 p.m.	Discussion and Possible Action – Growth Management Indicators Report, December 2002
2:00 p.m. – 4:00 p.m.	Executive Session – Personnel, Litigation and Land Acquisition

The Skagit County Commissioners met in regular session on Monday, February 3, 2003, with Commissioners Kenneth A. Dahlstedt, Ted W. Anderson, and Don Munks present.

DEPARTMENT HEAD MEETING.

Chairman Dahlstedt opened the Department Head with the Pledge of Allegiance. He also mentioned that everyone's thoughts and prayers are with the families of the seven astronauts that perished in the Space Shuttle Columbia over the weekend.

Gary Rowe, County Administrator, stated that Shelly Holt of Holt H. R. Consulting was to appear today to provide an update on the Compensation/ Salary Survey currently being conducted. However, she was called away for a family emergency and would reschedule her presentation for the next meeting on February 18, 2003.

Brad Whaley, Finance Director, reported that his department is currently wrapping up the 2002 cost allocations and will be presenting the information to the Board relatively soon.

Mr. Rowe announced that Human Resources Director Roy Atwood has left employment with Skagit County and that Risk Manager Billie Kadrmas would be the acting Interim Human Resources Director.

Mr. Rowe next discussed the approval of the formation of a budget committee. He identified the membership requirements and spoke about key members that would be a part of the committee, such as the Auditor, Treasurer, the Budget & Finance Department, the Board of Commissioners, himself, as well as a representative from the Public Works Department and the Law and Justice Committee. It would be open to anyone who wishes to participate. He said the group would be looking at policies related to the budget for 2004 and it would afford active involvement on a regular monthly basis. He is hopeful to have the committee chosen sometime this month.

Commissioner Anderson indicated that after attending a conference in New Mexico recently, he and Audrey Smith, as well as representatives from Seattle City Light have embarked on a project called the Gateway Communities Project. The purpose is to promote economic opportunities on lands adjacent to large federal holdings, such as a national park or forest service. They are in the process of gathering volunteers throughout the county to form a larger committee to implement the program. He said if anyone had an interest in serving on the project to contact him or Ms. Smith. He said it is important to find ways to enhance and help out our local communities. The goal is to have Skagit County become a destination instead of a pass-through.

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Commissioner Munks reported on his trip to Olympia last Thursday and Friday. The legislature is concerned about the number of counties and cities that may potentially go broke throughout the State of Washington. A large part of this is due to unfunded mandates that are handed down by the state. Commissioner Munks reminded everyone that on Thursday, February 13, 2003, the Washington State Association of Counties would be holding a legislative rally in Olympia. Information has been received for discussion with the legislators from various county departments. He also noted that while the legislature is in session, he would be traveling to Olympia every other Friday for a legislative steering committee meeting.

Mike Almvg, Information Services Manager, stated that a letter had been received by Public Works from the Software Business Alliance and forwarded on to him. Mr. Almvg said the letter was very specific about wanting to audit the county's software licenses. He feels the county is fully in compliance with their software licenses and he doesn't see a particular cause for concern. He asked that if any other county departments receive a similar letter, to also forward it to him.

CONSENT AGENDA.

Commissioner Anderson moved to approve Items No. 1 through 33 of the Consent Agenda for Monday, February 3, 2003. Commissioner Munks seconded the motion, which passed unanimously.

COMMISSIONERS' OFFICE:

1. Record of the Proceedings for Monday, January 27, 2003.
2. Record of the Proceedings for Tuesday, January 28, 2003.
3. Proclamation – Arts Day in Skagit County – February 11, 2003. **(Approved)**

ADMINISTRATIVE SERVICES:

4. Separation Agreement between Skagit County and Roy Atwood, which provides for two months severance pay and benefits. The employee will be leaving Skagit County effective January 31, 2003. **(Contract No. C20030021)**
5. Personal Services Agreement with Roy Atwood to provide legislative services to Skagit County during the 2003 session of the Washington State Legislature, as requested by the Skagit County Board of Commissioners. The agreement shall commence on February 1, 2003 and continue until April 30, 2003. Compensation shall be paid at a rate of \$50 per hour, not to exceed a maximum of 100 hours. **(Contract No. C20030022)**

ASSESSOR'S OFFICE:

6. Resolution approving sick leave transfer for Linda S. White, an employee of the Skagit County Assessor's Office since March, 1990. Her husband has recently been diagnosed with a debilitating illness, which requires Ms. White to care for him at certain times. **(Resolution No. R200300260)**

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BEST PLACE:

7. Amendment No. 2 to Interlocal Cooperative Agreement **No. 05036** between Skagit County and the seven Skagit County School Districts. This amendment would extend the current timeline of the Interlocal Agreement from May 31, 2003 until May 31, 2004 as a grant extension from the U. S. Department of Education would enable them to carry their programs until that time. It would also allow for a six-month extension of the partnership, until December 31, 2003. There would be no fiscal impact as it is included in the Best PLACE Program budget for 2003, which was based on the entire year. **(Amendment No. A20030012)**

DISTRICT COURT PROBATION:

8. Interlocal Cooperative Agreement between Skagit County and the City of Burlington, per Resolution No. R20020210, to provide probation services to the City. The agreement shall commence on January 1, 2003 and continue through December 31, 2003. The City shall compensate the County \$92.17 per service unit. **(Contract No. C20030023)**

EMERGENCY MANAGEMENT:

9. Emergency Resolution for the emergency repair of the Samish Island Salt Water Dike as winter storms and high tidal action are undermining the dike at Padilla Bay and endangering the Samish Island Road. **(Resolution No. R20030027)**
10. 2003 State and Local Assistance Grant, which is an annual contract between the Washington State Military Department and the Skagit County Department of Emergency Management to provide FEMA State and Local Assistance funds to Skagit County for their Emergency Management Program. The contract shall commence on October 1, 2002 and continue until September 30, 2003. The amount of the contract is \$24,427. **(Contract No. C20030024)**
11. Emergency Resolution to approve the expenditure of funds to repair damage instilled on January 25-26, 2003 due to heavy rains that raised the Skagit and Sauk Rivers higher than normal and the majority of streams and creeks were out of their banks causing general flooding throughout the County. Damage has and is still occurring to roads and bridges, private roads, homes, businesses and farmlands. **(Resolution No. R20030028)**

HEALTH DEPARTMENT:

12. Amendment No. 2 to County Program Agreement **No. 04694** between the Skagit County Department of Health and the State of Washington Department of Social and Health Services. The amendment adds language for Medicaid Administration claims on or after January 1, 2003. The effective date of the amendment is January 1, 2002 with an end date of December 31, 2004. This does not change the original contract amount of \$630,000. **(Amendment No. A20030013)**

HUMAN SERVICES:

13. Amendment No. 1 to Personal Services Agreement with Chinook Enterprises to include a Technology Upgrade project, which would allow the agency to upgrade the monthly Developmental Disability reporting system through a specially designed database. Compensation shall be increased by \$4,500. All other terms and conditions of the original contract shall remain in effect. **(Amendment No. A20030014)**

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14. Personal Services Agreement with NAMI Skagit to provide various mental health services. The agreement shall commence on January 1, 2003 and continue until December 31, 2003. Compensation shall not exceed \$1,658. **(Contract No. C20030025)**

MISCELLANEOUS:

15. Personal Services Agreement with Skagit Bonded Collectors, LLC to provide collection services for various Skagit County departments. The agreement shall commence on February 1, 2003 and continue until January 31, 2005. **(Contract No. C20030026)**

PARKS & RECREATION:

16. Vendor Services Agreement with The Wizard of Ooze to provide portable chemical toilets. The agreement shall commence on February 6, 2003 and continue until February 6, 2004. Compensation shall be \$12,227.50, with a not-to-exceed total of \$13,000. **(Contract No. C20030027)**

PLANNING & PERMIT CENTER:

17. Personal Services Agreement with Likkel & Associates to provide transcript services and key word indexing on an as-needed basis for all public hearings requiring such services. The agreement shall commence on January 1, 2003 and continue through December 31, 2003. Compensation shall be paid at \$60 per hour, with a not-to-exceed total of \$10,000. **(Contract No. C20030028)**
18. Interlocal Agreement between Skagit County and the City of Anacortes regarding adoption and implementation of The City of Anacortes Urban Growth Area. **(Contract No. C20030029)**

PROSECUTING ATTORNEY:

19. Amendment No. 1 to Personal Services Agreement **No. 05480** with Joseph P. Mentor, Jr. and Mentor Law Group, PLLC to extend the date of the agreement from December 31, 2002 to December 31, 2003 and establish a new BARS expenditure code. The effective date of this amendment shall be January 1, 2003. All other terms and conditions of the original contract shall remain in effect. **(Amendment No. A20030015)**

PUBLIC DEFENDER:

20. Personal Services Agreement with Robert S. Jones, Attorney at Law, to represent clients on behalf of the Skagit County Public Defender for mental health and involuntary commitment hearings, including any jury trials. The agreement shall commence on January 1, 2003 and continue until December 31, 2003. Compensation shall be paid at the rate of \$2,500 per month. Mileage shall also be reimbursed at \$0.36 per mile. **(Contract No. C20030030)**

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21. Personal Services Agreement with James W. Nelson to represent clients on behalf of the Skagit County Public Defender in dependency hearings, including any jury trials. The agreement shall commence on January 1, 2003 and continue through December 31, 2003. Compensation shall be paid at the rate of \$4,000 per month. **(Contract No. C20030031)**

YOUTH & FAMILY SERVICES:

22. Personal Services Agreement with Skagit Recovery Center to provide a combination of services defined by court order and treatment plan. The agreement shall commence on January 1, 2003 and continue until December 31, 2004. Compensation shall not exceed \$35,000 for the project period. **(Contract No. C20030032)**
23. Personal Services Agreement with Compass Health to provide specialized juvenile offender evaluations, treatment (group and/or individual), consultations and monitoring for juveniles and/or their families, referred by the County and accepted for treatment by the Contractor. The agreement shall commence on January 1, 2003 and continue until December 31, 2004. Compensation shall range from \$20 to \$100 per hour, depending on the services being rendered, with a not-to-exceed amount of \$60,000. **(Contract No. C20030033)**

PUBLIC WORKS:

24. Resolution awarding the bid for the purchase of one latest model excavator to Pape Machinery in the amount of \$106,843. **(Resolution No. R20030029)**
25. Letter to Colonel Ralph Graves, U.S. Army Corps of Engineers, regarding the Baker Dam Flood Control Storage. **(Approved)**
26. Resolution establishing the 2003 Solid Waste Advisory Committee Membership. **(Resolution No. R20030030)**
27. Change Order No. 3 for the Bay Ridge Business Park Street & Utility Improvements Project, ES9700-2 to adjust bid item quantities only. All unit prices remain the same. The net change for this order is \$45,868.85. **(Resolution No. R20030031)**
28. Out-of-State Travel Request for Chal Martin to accompany the Board of County Commissioners to the 2003 NACo Legislative Conference to be held in Washington, D.C. February 28 through March 4, 2003 for a total approximate cost of \$2,271. **(Approved)**
29. Letters to Upper Skagit, Sauk-Suiattle, and Swinomish Tribal Chairs; Chair of the Board of Island County Commissioners; and Whatcom County and Snohomish County Executives, Tesaro Refinery and Shell Refinery requesting support of TEA -21 Reauthorization High Priority Project Proposal to extend bridges in the three-bridge corridor. The letters request support of the "3-Bridge" Corridor. **(Approved)**
30. Invitation Letter to Signatories of the 1996 Memorandum of Agreement regarding Utilization of Skagit Water Resources for Instream and Out of Stream purposes. The letter requests them to attend two upcoming meetings for the purpose of discussing and finalizing the County's proposed solution of the issues left unresolved in the 1996 MOA. **(Approved)**
31. Personal Services Agreement with Ranger Marketing Communications to provide design and typesetting services for printed materials for the Solid Waste Division. The agreement shall commence on January 1, 2003 and continue until December 31, 2005. Compensation shall not exceed \$250 per year. **(Contract No. C20030034)**

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32. Vendor Services Agreement with Larry's Auto & Truck Parts, Inc. to allow for the processing of recyclable rubber products collected at various Skagit County Solid Waste sites. The agreement shall commence on January 1, 2003 and continue until January 1, 2004. Compensation is not to exceed \$15,000. **(Contract No. C20030035)**
33. Grant amendments from the Aquatic Lands Enhancement Account (ALEA) for the McElroy Slough Property Acquisition (AL-99-16) and Skagit River Habitat Acquisition (AL-01-11) grants. Each grant amendment will reduce the total grant amount to zero and amend the project end date to March 1, 2003. There is no cost to Skagit County as a result of these amendments. **(Amendment No. A20030016)**

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, February 3, 2003, the Board by majority vote, did approve for payment those vouchers included in the above-mentioned list and further described as follows:

Warrants numbered 137174 through 137547 from Clearing Fund 696 in the total dollar amount of \$747,932.37 (Transmittal No. C-06-03).

PUBLIC COMMENT PERIOD.

No one was present for the public comment period.

DECISION AND POSSIBLE ACTION – GROWTH MANAGEMENT INDICATORS REPORT, DECEMBER 2002.

This agenda item had to be rescheduled as it was being televised for the viewing public and the equipment was not working properly. It will be discussed again on Monday, February 10, 2003 at 1:30 p.m.

ADJOURNMENT.

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

**BOARD OF COMMISSIONERS
SKAGIT COUNTY, WASHINGTON**

Kenneth A. Dahlstedt, Chairman

Ted W. Anderson, Commissioner

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Don Munks, Commissioner

ATTEST:

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