

**RECORD OF THE PROCEEDINGS
MONDAY, MARCH 17, 2003
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**RECORD OF THE PROCEEDINGS
SKAGIT COUNTY BOARD OF COMMISSIONERS
MONDAY, MARCH 17, 2003**

- 8:00 a.m. – 8:45 a.m. Work Session – Commissioners
- 8:45 a.m. – 9:30 a.m. Work Session – County Administrator
- 10:00 a.m. – 10:45 a.m. Department Head Meeting
- 10:45 a.m. – 11:00 a.m. Consideration of the Hearing Examiner's Recommendation for Approval of the Following Timber Open Space Application – Robert Adelman for Property Located in the Bow Area (C/U TTR 8-2002)
- 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 11:45 a.m. – 12:00 p.m. Discussion/Possible Action – Interlocal Agreement Between Skagit County and Skagit Regional Public Facilities District to Provide Bond Guarantees for Issuing of Bonds for the Construction of a Performing Arts Center
- Amendment to Charter Establishing the Skagit Regional Public Facilities District to Allow Skagit County to Lend its Credit and Guarantee Bonds for the Building of a Performing Arts Center
- 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, March 17, 2003, with Commissioners Kenneth A. Dahlstedt, Ted W. Anderson, and Don Munks present.

DEPARTMENT HEAD MEETING.

Commissioner Dahlstedt opened the Department Head meeting at 10:05 a.m. He asked that Commissioner Anderson and Commissioner Munks report on the National Association of Counties (NACO) National Conference the Commissioners attended in Washington D.C. last week.

Commissioner Anderson stated that he serves on the NACO Public Lands Steering Committee. The counties have historically retained 25% of timber receipts and the committee worked on continuing to receive those receipts for six more years. They have also reapplied for PILT (Payment in Lieu of Taxes) monies. In addition, President Bush has signed into effect a bill that would allow the removal of underbrush from the forest. Fifty four percent of Skagit County's lands are forestland and the proliferation of underbrush has created a severe fire hazard.

Commissioner Munks reported that he serves on the Energy, Environment and Land Use Committee, which has about six subcommittees. Two days of committee meetings were held to talk about resolutions and policies Congress has brought forward. A lot of time was spent on the hill meeting with a variety of agencies to talk about flood issues, the Guemes Ferry parking lot and other issues of importance to Skagit County. He said that in Washington, D.C. issues related to security are very different from here. Homeland Security and terrorism is taken very seriously there. The number of police in Washington, D.C. is unbelievable. He said he came home with a very good understanding of where things are from a government standpoint relative to where they are headed; and also an understanding of the resources that will be available to the County. He said he also returned with a strong commitment to work with different agencies in order to get a lot accomplished.

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Commissioner Dahlstedt said he believes the squeaky wheel gets the grease and that you are more apt to receive funding if you are there. He met with the Army Corps of Engineers regarding flood issues and a huge list of endorsements and letters of support were received from senators and congress people from each of the districts. Except for the absence of one mayor, all of the mayors from Skagit County's major cities were also in Washington, D.C. The conference was very productive. He observed that airport security is very intense, but food is crossing the border every week without being checked.

Commissioner Anderson added that Laura Bush was one of the speakers at the conference, along with a number of other outstanding speakers.

County Clerk Nancy Scott reported on the new scanning system in the Clerk's Office. The system is going to impact numerous other County departments including the Public Defender, Sheriff, Prosecutor, District Court, District Court Probation, Juvenile, etc. She then introduced Kristen Denton and Brian Smead, who will be going into departments and providing training on the new system.

Kristin Denton reported, explaining that the primary reason for the new system was for the security of files. In addition, the system is more efficient and documents are scanned daily. Although there is additional time spent scanning files, it is no longer necessary to spend time making copies for various offices. At least seventeen hours a week was spent making copies. Also, staff will no longer need to pull files. As soon as a document is scanned, departments will be able to pull up that document. The efficiency and speed of the new system has greatly improved things.

Brian Smead then reviewed the website and the process to obtain documents. He explained that everyone will have access to documents through the County website. There are a couple of searches that anyone can use. Until the security file has been finalized, there will only be access to unsealed files. Documents dating from December 21, 2002 have been scanned and linked. Nothing is being scanned prior to that time.

Ron Feld asked if they would be able to obtain Parenting Plans. Mr. Smead said they would be able to do this and that all of the departments who receive copies would now be able to go into the system and obtain their own copies.

Ms. Scott concluded by saying that they will begin training departments this week.

Dennis Lind, Recreation Manager, Parks and Recreation, reported that he is filling in for Bob Vaux. He then distributed the 2003 Spring Leisure Guide, explaining that Parks partners with the City of Mount Vernon Parks Department and with other non-profit recreation providers in Skagit County. He also reported that this Saturday is the third annual Skagit Valley High School Senior Basketball games. All of the proceeds for that evening go to the Youth Scholarship Fund. He added that although there are more trips coming up, the last ticket for the first Mariner game has already been sold.

Billie Kadrmas, Risk Manager/Acting Human Resources Director, reported. Ergonomic training is coming up and notices will be sent out to department heads and employees. She said they are encouraging department heads to have their employees attend. There will be about three sessions per week beginning in May. She added that sexual harassment and diversity training is also being scheduled at the road shop. There will be a couple of sessions directed specifically toward supervisors as well as sessions for general staff.

Gary Rowe reported. The first budget meeting will be held tomorrow at 9:00 a.m. Cori Russell of Records Management is doing a survey of copiers to get an idea about how much money is being spent and how copying is being managed. Information will be going out soon on the Summer Hire Program. The Compensation and Salary Classification study surveys are going out to other counties now. Department heads will be contacted by Shelley Holt to conduct interviews in response to the job classification surveys they received.

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Peter Browning, Health Department Director, reported on a Meth Amphetamine training coming up on March 26. Also, if anyone has any questions about smallpox, they are presently doing smallpox vaccinations.

Commissioner Dahlstedt asked about the new pneumonia virus. Mr. Browning said that Sandy Paciotti is staying on top of that.

CONSIDERATION OF THE HEARING EXAMINER'S RECOMMENDATION FOR APPROVAL OF THE FOLLOWING TIMBER OPEN SPACE APPLICATION – ROBERT ADELMAN FOR PROPERTY LOCATED IN THE BOW AREA (C/U TTR 8-2002).

This matter will be addressed at a later date because no one was present to represent the Planning Department.

CONSENT AGENDA.

Commissioner Anderson motioned to approve items 1 through 31 of the Consent Agenda for Monday, March 17, 2003. Commissioner Munks seconded the motion, which passed unanimously.

COMMISSIONERS' OFFICE:

1. Record of the Proceedings for Monday, March 10, 2003.
2. Record of the Proceedings for Tuesday, March 11, 2003.
3. Record of the Proceedings for Thursday, March 13, 2003.

ADMINISTRATIVE SERVICES:

4. Interlocal Cooperative Agreement between Skagit County and Northwest Regional Council (NWRC). The agreement provides for in-kind contributions and a payment of \$12,000 for 2003. The term of the agreement shall be from January 1, 2003 through December 31, 2003. **(Contract returned for further signatures)**

BUDGET & FINANCE:

5. Interlocal Cooperative Agreement between Skagit County and Skagit Regional Public Facilities District to provide funding from Rural Distressed Funds totaling 200,000 to assist in the construction of McIntyre Hall. The agreement shall commence on March 17, 2003 and continue through March 17, 2005. **(Contract No. C2003011)**

MISCELLANEOUS:

6. Resolution appointing Darrin Morrison to fulfill the unexpired term of John DeVlieger as Commission member of Skagit County Diking District No. 3. Mr. DeVlieger submitted a letter of resignation. **(Approved)**

PARKS, RECREATION, & FAIR:

7. Resolution to establish a Revolving Fund in the amount of \$500 for the World's Largest Garage Sale & Flea Market -Part I. **(Resolution No. R20030077)**
8. Resolution to establish a Revolving Fund in the amount of \$500 for the World's Largest Garage Sale & Flea Market -Part II. **(Resolution No. R20030078)**

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9. Resolution to establish a Revolving Fund in the amount of \$500 for the World's Largest Garage Sale & Flea Market-Part III. **(Resolution No. R20030079)**
10. Resolution to establish a Revolving Fund in the amount of \$1,000 for the Skagit County Fair Haunted Cave. **(Resolution No. R20030080)**
11. Resolution to establish a Revolving Fund in the amount of \$35,000 for the Skagit County Fair. **(Resolution No. R20030081)**

SHERIFF'S DEPARTMENT:

12. Resolution authorizing the Sheriff to execute an agreement with the Skagit County Interlocal Drug Enforcement Unit in order to use a vehicle owned by the unit for the Sheriff's Proactive Policing Unit. **(Resolution No. R20030082)**

SUPERIOR COURT:

13. Resolution approving an additional 240 sick leave hours to Richard D. Brooks of Superior Court, per Resolution No. R20030017. Donations exceeded the capped amount of 240 hours when the first Resolution was approved. **(Resolution No. R20030083)**

TREASURER'S OFFICE:

14. Resolution authorizing the execution of an Interlocal Agreement between Skagit County and the Housing Authority of Skagit County. **(Resolution No. R20030084)**
15. Interlocal Agreement between Skagit County and the Housing Authority of Skagit County, which will allow the Skagit County Treasurer to manage the Housing Authority's investments. The agreement shall commence on March 24, 2003 and continue through March 24, 2006. **(Contract No. C20030112)**
16. Resolution authorizing the execution of an Interlocal Agreement between Skagit County and the Skagit Transit System. **(Resolution No. R20030085)**
17. Interlocal Agreement between Skagit County and the Skagit Transit System, which will allow the Skagit County Treasurer to manage their investments. The agreement shall commence on March 1, 2003 and continue through February 28, 2006. **(Contract No. C20030113)**

YOUTH & FAMILY SERVICES:

18. Personal Services Agreement with the Child Welfare League of American to provide a CWLA consultant to facilitate a multi-systems work group to study the community's capacity to protect children and to strengthen families and develop collaborative strategies for improvement in Skagit County. The agreement shall commence on October 1, 2002 and continue until December 31, 2003. Compensation shall not exceed a total of \$15,000 for the contract period. **(Contract No. C20030114)**

PUBLIC WORKS DEPARTMENT:

19. Resolution appointing Margaret Schwertner, Ken Youngsman, Lori Kyle, and Robert Knowles to the Skagit Marine Resources Committee for a two year period, beginning March 17, 2003. **(Resolution No. R20030086)**
20. Letters to Max Benjamin and Allen Bush extending the department's appreciation for the years of service they provided while serving on the Guemes Island Ferry Committee. **(Approved)**

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21. Letters to the Towns of Concrete, Hamilton, and Lyman offering computer equipment transfers. **(Approved)**
22. Letter of appreciation to Susan Esary for filling in for Public Works Controller Trisha Logue while she was on maternity leave. **(Approved)**
23. Vendor Services Agreement with Economy Fence Center to provide fence installation and repair at the Burlington Complex. The agreement shall commence on March 17, 2003 and continue until March 17, 2004. Compensation shall not exceed \$4,999. **(Contract No. C20030115)**
24. Temporary Right-of-Way Construction Easement between Skagit County and Mystery Lady, LLC, owner of Parcel No. P74162. The document will give the County and its assigns the right to enter upon the property for the purpose of performing road construction improvements for Morris Street in La Conner. **(Contract No. C20030116)**
25. Temporary Right-of-Way Construction Easement between Skagit County and Mattingly Investments, Inc., G. W. and Merle Mattingly, owners of Parcel No. P74186. The document will give the County and its assigns the right to enter upon the property for the purpose of performing road construction improvements for Morris Street in La Conner. **(Contract No. C20030117)**
26. Temporary Right-of-Way Construction Easement between Skagit County and Dick and Nina Dorsten, owners of Parcel Nos. P20890 and P74140. The document will give the County and its assigns the right to enter upon the property for the purpose of performing road construction improvements for Morris Street in La Conner. **(Contract No. C20030118)**
27. Local Agency Standard Consultant Agreement between Skagit County and Whatcom Environmental Services, Inc. to provide environmental consulting services related to investigation of petroleum contamination discovered during construction of the Morris Street Improvement Project. The agreement shall commence on February 11, 2003 and continue until December 21, 2003. Compensation shall not exceed a total of \$8,000. **(Contract No. C20030119)**
28. Vendor Services Agreement with Recycle Systems to provide compactor repairs at the Skagit County Transfer Facility, as needed. The agreement shall commence on March 17, 2003 and continue through March 17, 2004. Compensation shall not exceed a total of \$20,000. **(Contract No. C20030120)**
29. Supplement No. 2 to Local Agency Standard Consultant Agreement **No. C20020189** with GeoTest Services, Inc. for the Morris Street Improvement Project. This will extend the completion date from December 31, 2002 to December 31, 2003 and does not affect the maximum amount payable. All provisions in the basic agreement shall remain in effect. **(Amendment No. A20030026)**
30. Resolution authorizing the execution of an Interlocal Agreement with the Skagit Emergency Medical Services Commission. **(Resolution No. R20030087)**
31. Interlocal Cooperative Agreement between Skagit County Public Works and the Emergency Medical Services Commission for Skagit County to provide reimbursable maintenance on vehicles owned by the Skagit EMS Commission as requested. The agreement shall commence on April 1, 2003 and continue through December 31, 2007. **(Contract No. C20030121)**

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.

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As of this date, March 17, 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 139984 through 140045 from Clearing Fund 696 in the total dollar amount of \$75,235.79 (Transmittal No. C-25-03); and

Warrant number 140046 from Clearing Fund 696 in the total dollar amount of \$132,806.96 (Transmittal No. C26-03); and

Warrant number 140047 from Clearing Fund 696 in the total dollar amount of \$90 (Transmittal No. C-27-03); and

Warrants numbered 140048 through 140558 in the total dollar amount of \$841,440.88 (Transmittal No. C-28-03).

2. Staff presented a Resolution to modify 2002 Cost Allocations to County funds, thereby replacing Resolution Nos. R20030041 and R20030059. This Resolution declares the 2002 inter-fund billing to County funds and departments for indirect costs to read as presented and calculated. Commissioner Anderson motioned to approve the Resolution, as outlined. Commissioner Munks seconded, and the motion passed with a unanimous vote. **(Resolution No. R20030088)**
3. Commissioner Anderson motioned to approve a Vendor Services Agreement with Mount Vernon Carpet Center to install carpet in the Skagit County Administration Building, Third Floor Training Room at a total cost of \$4,805.72. Commissioner Munks seconded the motion, which passed unanimously. **(Contract No. C20030122)**

PUBLIC COMMENT:

Jim Vogelsang 1404 Second, Mt. Vernon, talked about three items on this morning's agenda. Relative to the Chinook Enterprise contract and road cleanup, he said he thought that Debay Johnson Road would be included. There has been a lot of trash throughout the winter on that road and it is still there. He said he hopes it will be included in the cleanup process. The Commissioners agreed to advise Public Works. Mr. Vogelsang said he will let the residents of the area know that the Commissioners approve of the request to include the Debay Johnson Road in the cleanup.

He then referred to the motion by the attorney for Citizens to Save Pilchuck Creek. He suggested that the County's Civil Litigator really pursue this item. This is a review of the law that should have been done six years ago during the preliminary hearings.

The third item concerns the reconveyance and the County's contract with Skagit Surveyor's. He asked the Commissioners to request that Parks move ahead with this. This is a simple real estate transaction and he would hate to see it pursued incorrectly. He added that the SSDA group he serves as Director will have an annual meeting in May or, possibly, June. He asked that the Commissioners attend this meeting.

DISCUSSION/POSSIBLE ACTION – INTERLOCAL AGREEMENT BETWEEN SKAGIT COUNTY AND SKAGIT REGIONAL PUBLIC FACILITIES DISTRICT TO PROVIDE BOND GUARANTEES FOR ISSUING OF BONDS FOR THE CONSTRUCTION OF A PERFORMING ARTS CENTER.

This matter was removed from the agenda and will appear at a later date.

AMENDMENT TO CHARTER ESTABLISHING THE SKAGIT REGIONAL PUBLIC FACILITIES DISTRICT TO ALLOW SKAGIT COUNTY TO LEND ITS CREDIT AND GUARANTEE BONDS FOR THE BUILDING OF A PERFORMING ARTS CENTER.

This matter was removed from the agenda and will appear at a later date.

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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

Don Munks, Commissioner

ATTEST:

Jean Terry, Acting Clerk of the Board
Skagit County Board of Commissioners