

**RECORD OF THE PROCEEDINGS  
SKAGIT COUNTY BOARD OF COMMISSIONERS  
MONDAY, SEPTEMBER 12, 2005**

- 8:00 a.m. – 8:45 a.m.                    Work Session – County Commissioners
- 8:45 a.m. – 9:30 a.m.                    Work Session – County Administrator
- 9:30 a.m. – 10:00 a.m.                  Work Session – Operations Division Manager/Road District Maintenance Supervisors
- \*T** 10:00 a.m. – 11:00 a.m.              Public Works Department – Chal Martin, Director
1.        Public Hearing – Consideration of Establishment of Emmanuel Lane, No. 95059, as a County Road
  2.        Public Hearing – Consideration of Disposal of Surplus County Vehicles, Equipment, and other Miscellaneous Items
  3.        Discussion/Possible Action – Town of La Conner Maple Avenue Project – County Funding Participation
  4.        Resolution Establishing Refunds for Unused Tickets at the Guemes Island Ferry
  5.        Resolution Regarding Liability for Lost or Stolen Frequent User Tickets at the Guemes Island Ferry
  6.        Miscellaneous
- 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.              Public Hearing – Disposal of County Property Located at 1202 S. 2<sup>nd</sup> Street, Mount Vernon and a Parcel Adjacent to Alley Between Kincaid Street and Broadway
- 1:30 p.m. – 3:30 p.m.                    Executive Session – Personnel, Litigation and Land Acquisition

The Skagit County Board of Commissioners met in regular session on Monday, September 12, 2005, with Commissioners Don Munks and Kenneth A. Dahlstedt present. Commissioner Ted W. Anderson's absence was excused.

**PUBLIC WORKS DEPARTMENT – CHAL MARTIN, DIRECTOR**

**1.        Public Hearing – Consideration of Establishment of Emmanuel Lane, No. 95059, as a County Road.**

Burt Reanier of the Public Works Department introduced several property owners and shared a map of Emmanuel Lane. According to Mr. Reanier, it is the opinion of County Engineers that Emmanuel Lane is a dead-end road and; therefore, does not meet the standards of construction required for a County road.

Mr. Reanier reviewed the rural area roadway design standards and said it is recommended that Emmanuel Lane be improved, converted to and established as a public County road, subject to specific findings and requirements.

As Mr. Reanier shared a few photographs of the existing road, Chal Martin, Director of Public Works, explained that 42% of neighboring property owners have petitioned for the road to be improved and approximately 58% of area residents have given no comment.

Chairman Munks opened the Public Hearing. A few citizens from the audience spoke and asked questions regarding maintenance of County roads and other various issues.

There being no further public testimony forthcoming, Commissioner Dahlstedt motioned to close the Public Hearing. Chairman Munks seconded the motion, which passed. The Public Hearing was closed.

A decision on this matter will be rendered at a later date.

**2. Public Hearing – Consideration of Disposal of Surplus County Vehicles, Equipment, and Other Miscellaneous Items.**

Dub Queen, Equipment Maintenance Supervisor, reviewed the list of Skagit County surplus properties available, which will be sold at public auction on September 30, 2005, at the Burlington County Road Complex at 11:00 a.m., with a preview starting at 10:00 a.m.

Chairman Munks opened the Public Hearing. There being no one present to offer public testimony, Commissioner Dahlstedt motioned to close the Public Hearing. Commissioner Munks seconded the motion, which passed unanimously. The Public Hearing was closed.

Commissioner Dahlstedt motioned to approve a resolution authorizing the sale of surplus county items, as outlined by Mr. Queen. Chairman Munks seconded the motion, which carried. **(Resolution No. R20050313)**

**3. Discussion/Possible Action – Town of La Conner Maple Avenue Project – County Funding Participation.**

Jenny Scott, Administrator for the Town of La Conner, explained that the Town has made an application to the Transportation Improvement Board (TIB) requesting funding for the Town's Maple Avenue Project, which will include an overlay and sidewalk addition along the east side from Morris Street to Talbott Street.

Ms. Scott said that in support of this effort, the Town is requesting that the Commissioners sign a letter to the TIB confirming their contribution of 50% of the local match in the amount of \$50,500 of its own County Road Funds.

Commissioner Dahlstedt motioned to approve a letter to the Transportation Improvement Board, as outlined by Ms. Scott. Chairman Munks seconded the motion, which passed unanimously. **(Approved)**

**4. Resolution Establishing Refunds for Unused Tickets at the Guemes Island Ferry.**

Mr. Martin introduced a resolution establishing refunds for unused tickets at the Guemes Island Ferry.

Jean Alden, Controller, explained the requirements of the formal authorization for refunds as provided by the State Auditor.

A brief discussion ensued after which Chairman Munks suggested that the County review the issue in more detail and render a decision at a later time.

**5. Resolution Regarding Liability for Lost or Stolen Frequent User Tickets at the Guemes Island Ferry.**

Ms. Alden explained the details of a resolution she has asked the Board to sign regarding liability for lost or stolen frequent user tickets at the Guemes Island Ferry. She indicated that full responsibilities for lost or stolen tickets are to remain with the purchaser.

Commissioner Dahlstedt motioned to approve the resolution as outlined by Ms. Alden. Chairman Munks seconded the motion, which carried. **(Resolution No. R20050314)**

**CONSENT AGENDA.**

Commissioner Dahlstedt motioned to approve the Consent Agenda for Monday, September 12, 2005, items 1 through 26. Chairman Munks seconded the motion, which passed unanimously.

**COMMISSIONERS' OFFICE:**

1. Record of the Proceedings for Tuesday, September 6, 2005.
2. Record of the Proceedings for Wednesday, September 7, 2005.

**BUDGET AND FINANCE:**

3. Interlocal Cooperative Agreement, per Resolution No. R20050271, between Skagit County and the Port of Skagit County, which awards \$200,000 of Distressed County Funds to be used for the TTM Building Improvement Project. The agreement shall become effective upon the date of execution and continue until the project is complete. **(Contract No. C20050386)**
4. Interlocal Cooperative Agreement, per Resolution No R20050271, between Skagit County and the Bullerville Utility District, which awards \$50,000 of Distressed County Funds to be used for the Water Utility Improvement Project. The agreement shall become effective upon the date of execution and continue until the project is complete. **(Contract No. C20050387)**
5. Interlocal Cooperative Agreement, per Resolution No R20050271, between Skagit County and the City of Anacortes, which awards \$66,000 in Distressed County Funds to be used for the Thompson Road Sewer Extension Project. The agreement shall become effective upon the date of execution and continue until the project is complete. **(Contract No. C20050388)**

**EMERGENCY MANAGEMENT:**

6. Resolution authorizing the designation of the National Incident Management System (NIMS) as the basis for all incident management in Skagit County. **(Resolution No. R20050315)**

**FACILITIES MANAGEMENT:**

7. Vendor Services Agreement with Culligan Water, Inc. to provide eleven water dispensers and weekly bottle delivery to locations at the Skagit County Courthouse Complex. The agreement shall commence on September 1, 2005, and continue through August 31, 2007. Compensation is not to exceed a total of \$7,500. **(Contract No. C20050389)**
8. Resolution awarding the bid for the Mount Vernon Senior Center Re-roofing Project to Esary Roofing and Siding, Inc. for the low bid of \$55,200. **(Resolution No. R20050316)**

**FARMLAND LEGACY:**

9. Resolution AND Cooperative Agreement between Skagit County for the Farm and Ranch Lands Protection Program and the United States of America Commodity Credit Corporation. The agreement will enable the County to take advantage of a \$615,575 matching grant to purchase agricultural conservation easements through the Skagit County Farmland Legacy Program. The required match will be \$615,575, which will be drawn from the Conservation Futures tax that is already dedicated to the Program. The agreement shall commence on September 15, 2005, and continue through September 30, 2007. **(Resolution No. R20050317 AND Contract No. C20050390)**
10. Grant Deed of Conservation Easement between Skagit County and Norm Nelson, Inc., which protects farmland and retires one development right on approximately 38.8 acres on Field Road in Bow, at a cost of \$38,219.95. **(Contract No. C20050391)**
11. Grant Deed of Conservation Easement between Skagit County and Norm Nelson, Inc., which protects farmland and retires two development rights on approximately 82.79 acres on Estes Road in Bow, at a cost of \$78,850.34. **(Contract No. C20050392)**

**HUMAN SERVICES:**

12. Amendment No. 1 to Personal Services Agreement **No. C20050312** with Chinook Enterprises, which adds an additional \$1,140,000 to the contract for the continuance of Developmental Disabilities Individual Supported Employment, Group Supported Employment and Pre-Vocational Services for the period of July 1, 2005, through June 30, 2007. The amendment also adjusts the per hour service rate from \$58 to \$58.60 due to a 1% vendor rate increase. All other terms and conditions of the original contract shall remain in effect. **(Amendment No. A20050154)**
13. Amendment No. 1 to Personal Services Agreement **No. C20050311** with Chinook Enterprises, which adds an additional \$14,400 to the contract for the continuance of Developmental Disabilities Person-to-Person Employment Retention Services for the period of July 1, 2005, through June 30, 2007. All other terms and conditions of the original contract shall remain in effect. **(Amendment No. A20050155)**
14. County Program Agreement between Skagit County and the Washington State Department of Social and Health Services – Division of Developmental Disabilities for the 2005-2007 biennium to provide Developmental Disability Services to clients in the community. The contract covers the period of July 1, 2005, through June 30, 2007. Compensation to the County shall not exceed \$1,821,582. **(Contract No. C20050393)**

**PLANNING & DEVELOPMENT SERVICES:**

15. Resolution denying the appeal of Robert Tiffany and upholding the Hearing Examiner's Decision to deny Variance No. PL04-0733. **(Resolution No. R20050318)**
16. Resolution approving the preliminary plat of Trumpeter Heights No. PL03-0925. **(Resolution No. R20050319)**

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**SHERIFF'S OFFICE:**

17. Interlocal Cooperative Agreement between Skagit County and Whatcom County to provide use of the Plantation Rifle Range to the Sheriff's Department and Correctional staff. The agreement shall commence on February 1, 2005, and continue through December 31, 2005. Compensation is not to exceed a total of \$5,615. **(Contract No. C20050394)**

**YOUTH & FAMILY SERVICES:**

18. Amendment No. 1 to Personal Services Agreement **No. C20040474** with the Institute for Family Development, which adds an additional \$20,000 to the contract to cover currently, anticipated annual expenses. All other terms and conditions of the original contract shall remain in effect. **(Amendment No. A20050156)**
19. Personal Services Agreement with Linda Seales to provide specialized child, adolescent, adult and family assessment evaluation and treatment for those individuals referred by the Department. The agreement shall commence on September 1, 2005, and continue through September 30, 2006. Compensation is not to exceed a total of \$10,000. **(Contract No. C20050395)**

**PUBLIC WORKS DEPARTMENT:**

20. Resolution calling for an update of vendor lists for maintenance material and rental equipment. **(Resolution No. R20050320)**
21. Resolution authorizing the formation and announcing members appointed to the Clear and Beaver Lakes Advisory Committee, which will guide the development of the Integrated Aquatic Vegetation Management Plan for the control of aquatic invasive species in Clear and Beaver Lakes. **(Resolution No. R20050321)**
22. Resolution authorizing the closure of Bay View-Edison Road for culvert enlargement/replacement. The road will be closed for approximately two days for each closure: Mile Post 0.84 – September 19 through 20; Mile Post 1.85 – September 26 through 27. **(Resolution No. R20050322)**
23. Amendment No. 3 to Personal Services Agreement **No. C20040445** with HDR Engineering, which adds Tasks 3 and 4 to Phase 2, extends the original agreement to December 31, 2005, and increases the original contract by an additional \$41,000 for a new contract total of \$225,384. All other terms and conditions of the original contract shall remain in effect. **(Amendment No. A20050157)**
24. Memorandum of Understanding between Skagit County and Puget Sound Energy, which allows a program titled "Powerful Choices for the Environment" to be taught to middle school and junior high school students. The agreement shall commence on January 1, 2006, and continue through August 25, 2006. Compensation is not to exceed a total of \$2,000. **(Contract No. C20050396)**
25. Personal Services Agreement with Kelly Services, Inc. to provide temporary office, clerical and accounting help on an as-needed basis. The agreement shall commence on September 1, 2005, and continue through December 31, 2006. Compensation is not to exceed a total of \$10,000. **(Contract No. C20050397)**
26. Contract to award the Guemes Ferry Sidewalk Relocation Project No. FE8-21 to Culbertson Marine Construction, Inc. for the low bid of \$85,766.84, per Resolution No. R20050274. **(Contract No. C20050398)**

**MISCELLANEOUS.**

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1. Mr. Brookings presented a Vendor Services Agreement with Catapult Heavy Construction, Inc., which consists of re-grading a parking lot and relocating a gate, in conjunction with the Main Street Reconstruction Project in Concrete. Compensation is not to exceed a total of \$8,289.96. The agreement shall commence on August 11, 2005, and continue through August 11, 2006.

Commissioner Dahlstedt motioned to approve the agreement as outlined. Chairman Munks seconded the motion, which passed unanimously. **(Contract No. C20050399)**

2. Ron Feld, Director of Mediation Services, presented an Interlocal Agreement between Skagit County and the North Sound Mental Health Administration (NSMHA). The agreement allows Mediation Services to provide Mental Health Ombuds and Quality Review services for mental health clients in the service areas of Skagit, Whatcom, San Juan, and Snohomish counties. Provision of these services requires the employment, support and oversight of two full-time employees. NSMHA will fully fund the costs, estimated to be \$41,320. The agreement shall commence on September 16, 2005, and continue through December 31, 2005.

Commissioner Dahlstedt motioned to approve the Interlocal Agreement, as outlined by Mr. Feld. Chairman Munks seconded the motion, which passed unanimously. **(Contract No. C20050400)**

3. Carly Ruacho, Associate Planner, was present to request that a date and time be set for discussion on amendments to the Capital Facilities Plan.

Commissioner Dahlstedt motioned to approve Monday, October 3, 2005, 1:00 p.m., to consider amendments to the Capital Facilities Plan. Chairman Munks seconded the motion, which carried.

4. Staff presented a resolution approving the transfer of sick leave for an employee of the Skagit County Public Works Department.

Commissioner Dahlstedt motioned to approve the resolution, which was seconded by Chairman Munks and passed. **(Resolution No. R20050323)**

5. 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 12, 2005, the Board by majority vote, did approve for payment those vouchers included in the above-mentioned list and further described as follows:

Payroll warrants numbered 172540 through 173385 from Clearing Fund 695 in the total dollar amount of \$1,095,079.85 (Transmittal No. P-34-05); and

Payroll warrants numbered 967690 through 967843 from Clearing Fund 695 in the total dollar amount of \$191,460.24 (Transmittal No. P-35-05); and

Warrants numbered 205306 through 205577 from Clearing Fund 696 in the total dollar amount of \$3,977,224.81 (Transmittal No. C-119-05).

**PUBLIC COMMENT PERIOD.**

David Asia of Human Services updated the Board on current happenings in regards to the Mental Health system. He then shared a flowchart containing information for the new Designated Crisis Responder Triage Center located in Burlington.

**PUBLIC HEARING – DISPOSAL OF COUNTY PROPERTY LOCATED AT 1202 SOUTH SECOND STREET, MOUNT VERNON, AND A PARCEL ADJACENT TO THE ALLEY BETWEEN KINCAID STREET AND BROADWAY.**

Roger Howard, Director of Facility Management, provided photographs of the properties owned by Skagit County that are being proposed for disposal.

Chairman Munks opened the Public Hearing. There being no one present to offer public testimony, Commissioner Dahlstedt motioned to close the Public Hearing. Commissioner Munks seconded the motion, which carried. The Public Hearing was closed.

Commissioner Dahlstedt made a motion to sign a resolution authorizing the disposal of property owned by Skagit County. Chairman Munks seconded the motion, which passed. **(Resolution No. R20050324)**

**ADJOURNMENT.**

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

**BOARD OF COMMISSIONERS  
SKAGIT COUNTY, WASHINGTON**

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Don Munks, Chairman

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Kenneth A. Dahlstedt, Commissioner

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Ted W. Anderson, Commissioner

ATTEST:

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Melissa Collins, Assistant Clerk of the Board  
Skagit County Board of Commissioners