

**RECORD OF THE PROCEEDINGS
SKAGIT COUNTY BOARD OF COMMISSIONERS
MONDAY, OCTOBER 24, 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
*T 10:00 a.m. – 10:30 a.m.	Public Hearing – To Consider Public Testimony on Proposed Amendments to the Planning & Development Service Fee Schedule to Include Two New Permit Types Created Through the Recently Adopted Development Regulations, Three Inadvertently Omitted Existing Permit Types, Allowances for Hourly Billing, Set Publication Fees, and Language Clarification
10:30 a.m. – 10:45 a.m.	Bid Opening – HVAC Upgrade – Skagit County Prosecutor’s Office, Courthouse Annex
*T 10:45 a.m. – 11:00 a.m.	Public Hearing – To Consider Public Testimony on Leasing Land to the Humane Society Located 18911 Kelleher Road, Burlington
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 1:00 p.m. – 2:00 p.m.	Work Session - Discussion of Transfer Station Building Improvements and Alternative Concepts Report Prepared by HDR Engineering
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, October 24, 2005, with Commissioners Don Munks, Kenneth A. Dahlstedt and Ted W. Anderson present.

PUBLIC HEARING – TO CONSIDER PUBLIC TESTIMONY ON PROPOSED AMENDMENTS TO THE PLANNING & DEVELOPMENT SERVICE FEE SCHEDULE TO INCLUDE TWO NEW PERMIT TYPES CREATED THROUGH THE RECENTLY ADOPTED DEVELOPMENT REGULATIONS, THREE INADVERTENTLY OMITTED EXISTING PERMIT TYPES, ALLOWANCES FOR HOURLY BILLING, SET PUBLICATION FEES, AND LANGUAGE CLARIFICATION.

Chairman Munks opened the Public Hearing.

Carly Ruacho, Associate Planner, explained the amendments to the proposed fee schedule. She stated that two new permit types, the Development Agreements and Reasonable Use Exceptions, were created with the recently adopted Master Planned Resort and Lot Certification regulations. Ms. Ruacho said that in addition to the new permit types, several existing permit types (Rezoned, Unclassified Uses and Shoreline Conditional Uses) are also proposed to be added. She stated that it also had been discovered that these existing permit types were inadvertently omitted with the adoption of the current Fee Schedule in August 2004.

Ms. Ruacho said the fees proposed for each of these permit types are based on the fees currently associated with the most similar permits:

- The application fee for Development Agreements is proposed to reflect that of a Special Use Permit. (It is especially important that these two fees be equal as they are both available options for applicants requesting Master Planned Resort approval);

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- The fee for the Reasonable Use Exception is proposed to equal that of Lot Certifications as similar review and processing is required for each;
- Rezone applications are proposed to have a fee equivalent to that of processing for SEPA and similar Critical Area review;
- Shoreline Conditional Use fees are proposed to equal Shoreline Variance fees and the fee for Unclassified Uses will mirror that of a Special Use.

Ms. Ruacho went on to say the proposed amendments pertaining to hourly billing will allow for reimbursement of staff review time spent on any one individual application in excess of 80 hours.

There being no public testimony forthcoming, Commissioner Dahlstedt motioned to close the public hearing. Commissioner Anderson seconded the motion, which carried.

Commissioner Dahlstedt motioned to approve the amendment fee schedule as outlined. Commissioner Anderson seconded the motion, which passed unanimously.

Ms. Ruacho explained a resolution would be brought forth at a later time.

**BID OPENING – HVAC UPGRADE – SKAGIT COUNTY PROSECUTOR’S OFFICE,
COURTHOUSE ANNEX.**

Roger Howard, Facility Management Director, opened the following bids for an HVAC upgrade to the Skagit County Prosecutor’s Office Courthouse Annex:

DK Systems, Inc.
1504 Monroe Street
Burlington, WA 98233
Base Bid: \$ 29,800.00
Add Alt. #1: \$ 2,636.00
Total Bid: \$32,436.00

Handy’s Heating, Inc.
17737 State Route 536
Mount Vernon, WA 98273
Base Bid: \$ 32,430.00
Add Alt. #1: \$2,530.00
Total Bid: \$34,960.00

Mr. Howard indicated that the bids would be reviewed and a recommendation would be forthcoming.

**PUBLIC HEARING – TO CONSIDER PUBLIC TESTIMONY ON LEASING LAND TO THE
HUMAN SOCIETY LOCATED AT 18911 KELLEHER ROAD, BURLINGTON.**

Chairman Munks opened the Public Hearing.

Mr. Howard discussed the Humane Society’s request for a Special Use Permit application and lease extension procedure, which is needed to build a new animal shelter. He said the new proposed shelter will be built in three phases, with the first phase of this building project to be finished within three years from the time of approval from the Board. Mr. Howard then shared a drawing of the proposed site plan.

Chairman Munks and Commissioner Anderson both stated they would like to move forward with this agreement and felt the Humane Society does a great job for the County.

There being no public testimony forthcoming, Commissioner Dahlstedt motioned to close the public hearing. Commissioner Anderson seconded the motion, which carried.

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Mr. Howard thanked Board for allowing him to move forward with the lease agreement.

CONSENT AGENDA.

Commissioner Dahlstedt motioned to approve the Consent Agenda for Monday, October 24, 2005, items 1 through 16. Commissioner Anderson seconded the motion, which passed unanimously.

COMMISSIONERS' OFFICE:

1. Record of the Proceedings for Monday, October 17, 2005.
2. Record of the Proceedings for Tuesday, October 18, 2005.

COOPERATIVE EXTENSION:

3. Resolution AND Interlocal Agreement between Skagit County and Washington State University Extension to assist the people of Washington State in making informed decisions through research and experience-based education programs, to improve agriculture and natural resources, to improve capabilities of individuals and families, and to provide developmental opportunities for youth. This agreement shall commence on January 1, 2005, and continue through December 31, 2005. Total compensation is not to exceed \$85,085. **(Resolution No. R20050376 AND Contract No. C20050449)**

EMERGENCY MANAGEMENT:

4. Amendment B to Emergency Management Performance Grant **No. C20050268** between Skagit County and the Washington State Emergency Management Department, which increases the original grant award by \$2,507, for a new total of \$44,882. All other terms and conditions of the original contract remain in effect. **(Amendment No. A20050171)**

HUMAN RESOURCES:

5. Contract between Skagit County and Teamsters Union Local 231, representing the Skagit County Courthouse and District Court Employees. **(Contract No. C20050450)**

HUMAN SERVICES:

6. Amendment No. 4 to Personal Services Agreement **No. C20030356** with SeaMar Community Health Centers, which adds \$33,917 for Substance Abuse Treatment services to Youth and adds \$4,058 for Criminal Justice Treatment Account Outpatient Treatment. The maximum amount of the contract increases to \$132,990 retroactive to July 1, 2003, and ending on June 30, 2005. All other terms and conditions of the original contract, including amendments shall remain in effect. **(Amendment No. A20050172)**

INFORMATION SERVICES:

7. Resolution authorizing the execution of Interlocal Cooperative Agreements between Skagit County and other Governmental Agencies to provide geographic information services. These services may include administration; consulting; data collection; data acquisition; data creation; data formatting; data analysis; data maintenance; writing specifications; writing legal descriptions; creating statistical reports; research and error investigation; record keeping; software development; database development; training; custom graphics and map creation. **(Resolution No. R20050377)**

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PLANNING & DEVELOPMENT SERVICES:

8. Resolution Denying the Appeal (PL05-0559) of Michael V. Fohn, and upholding the Hearing Examiner's Decision to approve Special Use Permit (PL05-0002) for a home based business. **(Resolution No. R20050378)**

PUBLIC WORKS DEPARTMENT:

9. Resolution authorizing the sale of six surplus County vehicles to the Mount Vernon School District for a total price of \$5,000. **(Resolution No. R20050379)**
10. Change Orders referencing CFR 13 through 17 from Fairhaven Shipyard, a Division of Puglia Engineering, for unanticipated and necessary repairs to the Guemes Island Ferry. **(Contract No. C20050451)**
11. Personal Services Agreement with Semrau Engineering & Surveying, PLLC, for work related to the Bayview Watershed Stormwater Management Plan. This agreement requires the consultant to support revision, additional analysis of alternatives and completion of the Plan. It also includes the preparation of preliminary design reports and provides technical support to the County during future meetings and hearings. This agreement shall commence on October 7, 2005, and continue through December 31, 2006. Total compensation shall not exceed \$97,000. **(Contract No. C20050452)**
12. Amendment No. 2 to Personal Services Agreement **No. C20050291** with Leonard, Boudinot & Skodje, Inc. This amendment increases the maximum contract amount by \$40,000 for a new total of \$50,000. The agreement expiration date is also extended from December 31, 2005, to December 31, 2006. All other terms and conditions of the original contract shall remain in effect. **(Amendment No. A20050173)**
13. Resolution authorizing the ratification of contract for the Shorelines Inventory Program with People for Puget Sound. **(Resolution No. R20050380)**
14. Personal Services Agreement with People for Puget Sound to conduct the Rapid Shoreline Inventory and Blueprint Analysis of the Guemes Island shorelines for the Skagit Marine Resources Committee. These projects use trained volunteers to assess the current condition of the shorelines and then prioritize the restoration efforts based upon the information. The agreement shall commence on July 1, 2005, and continue through March 31, 2006. Compensation is not to exceed \$21,500. **(Contract No. C20050453)**
15. Resolution authorizing the ratification of contract for the Spartina Removal Program with People for Puget Sound. **(Resolution No. R20050381)**
16. Personal Services Agreement with People for Puget Sound for Spartina surveys and removal activities for the Skagit Marine Resources Committee. Spartina is an invasive weed which disrupts estuaries. The activities covered by this contract include surveying for Spartina populations and coordinating volunteer "dig days" to remove the weed. The agreement shall commence on July 1, 2005, and continue through June 30, 2007. Total compensation is not to exceed \$12,000. **(Contract No. C20050454)**

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, October 24, 2005, the Board by majority vote, did approve for payment those vouchers included in the above-mentioned list and further described as follows:

ACH Transfer Request Form and Certification to Premera Blue Cross from Clearing Fund 696 in the total dollar amount of \$94,522.39 (Transmittal No. C137-05); and

Warrants numbered 208049 through 208508 from Clearing Fund 696 in the total dollar amount of \$1,025,382.63 (Transmittal No. C-139-05); and

Warrants numbered 208509 through 208651 from Clearing Fund 696 in the total dollar amount of \$443,871.79 (Transmittal No. C-140-05); and

Payroll warrants numbered 175020 through 175821 from Clearing Fund 695 in the total dollar amount of \$988,856.39 (Transmittal No. P41-05); and

Payroll warrants numbered 968156 through 968332 from Clearing Fund 695 in the total dollar amount of \$202,028.30 (Transmittal No. P-42-05).

2. Melinda Miller from the Prosecuting Attorney's office presented a Joint Representation Agreement for ESSSB No. 6731 & Lake Whatcom Landscape Plan Litigation for signature. The Board approved and signed the agreement. **(Contract No. C20050455)**

PUBLIC COMMENT PERIOD.

No one was present for the public comment period.

WORK SESSION – DISCUSSION OF TRANSFER STATION BUILDING IMPROVEMENTS AND ALTERNATIVE CONCEPTS REPORT PREPARED BY HDR ENGINEERING.

Dave Brookings, Public Works Administrator, shared a PowerPoint presentation with the Board regarding HDR Engineering's report for the purpose of evaluating the alternatives available to the County for making improvements to the existing Transfer Station facility. Mr. Brookings said that the Transfer Station uses two pieces of fixed equipment to load waste into shipping containers and the volume of waste currently processed at the facility exceeds the manufacturer's recommended capacity for both pieces of equipment. He stated that the equipment is old and has exceeded their normal operating life. Because of this condition, the equipment is out of service frequently which causes delays in loading the waste into transfer containers.

Mr. Brookings explained that the Transfer Station remains open to receive waste through most equipment shutdowns by storing the waste in the building. He said that during the season, waste has been stacked as high as 30 feet, creating unsafe working conditions. He said he felt that the combined prolonged overtime and unsafe working conditions continues to place the work crews at risk.

Mr. Brookings then introduced Bard Horton of HDR Engineering, who explained his report to the Board. Mr. Horton shared a chart, which showed the functionality and estimated construction costs of the Transfer Station Building.

Ron Owes of HDR Engineering provided a timeline, which showed the construction and request for proposal (RFP) process. He then offered the following recommendations:

- Renovations to the facility should be implemented before the RFP process is completed. The RFP process will require at least 1.5 years and could require 3.75 years or longer to complete, and waste operations must continue until the RFP process is finished. The existing equipment should be replaced and renovations to the facility should be implemented before the RFP is done.

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- In terms of functionality, Alternative 5 (New Transfer Building) is clearly superior to the other alternatives. It is the most efficient to operate and most reliable. Under Alternative 5, the existing Transfer Building would not be needed for solid waste operations and could be made available for other uses. The potential value of the existing building for other uses is not considered in this analysis. If adequate funds are available, Alternative 5 is preferred for long term operation.
- Alternative 2 (Side Load Compactor) is the next most functional alternative and has the second lowest estimated total annual cost. It appears to be a reasonable compromise between functionality and cost if the County continues the Solid Waste operation through 2013.
- Alternative 3 (Open Top Load over 7 Foot Wall) may be acceptable for short term operation; however, its low throughput capacity limits long term viability as a solid waste operation.

Chairman Munks and Commissioner Anderson said they felt HDR did a great job with laying out the alternatives and costs.

Commissioner Dahlstedt expressed his concerns with operating safely and efficiently. He says he visits the Transfer Station a few times a month and feels a decision needs to be made very soon.

Mayor of Sedro Woolley Sharon Dillon spoke on behalf of the Skagit County Municipalities Committee. She said at a recent meeting the committee received the HDR report and strongly recommends that Skagit County proceed with the improvements to the Transfer Station to insure the safety of County workers as well as the safety of other entity employees and customers that use the facility.

Chairman Munks stated that the Board will review the recommendations and make their decision in a timely matter.

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

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ATTEST:

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