

**RECORD OF THE PROCEEDINGS
SKAGIT COUNTY BOARD OF COMMISSIONERS
MONDAY, FEBRUARY 5, 2007**

MONDAY, FEBRUARY 5, 2007:

- 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 9:30 a.m. – 10:00 a.m. Discussion Recruitment Selection Recommendations for the Skagit
County Public Works Department Director/County Engineer Vacancy
- *T 10:00 a.m. – 11:00 a.m. Planning & Development Services - Gary Christensen, Director
1. Signature - Natural Resource Land Easement for the Plat of
Trumpeter Heights (PL03-0925)
2. Final Plat Approval for the Plat of Trumpeter Heights (PL03-0925)
submitted by Chuck Dralle
3. 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
- 1:00 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, February, 5, 2007, with Commissioners Sharon D. Dillon, Don Munks, and Kenneth A. Dahlstedt present.

**DISCUSSION RECRUITMENT SELECTION RECOMMENDATIONS FOR THE SKAGIT
COUNTY PUBLIC WORKS DEPARTMENT DIRECTOR/COUNTY ENGINEER VACANCY.**

W. Eugene Sampley, Interim Public Works Director, gave the Commissioners his recommendation for Director of Public Work County Engineer. Mr. Sampley discussed two alternatives in providing the requirements for a Director of Public Works and County Engineer. Mr. Sampley recommended the Commissioners seek to fill the currently vacant position of Public Works Director/County Engineer with a Professional Civil Engineer (P.E.) registered in Washington. He went on to say that in the event a qualified P.E. is not available, the Commissioners should consider filling the positions of Director of Public Works and County Engineer separately.

Mr. Sampley also recommended the Commissioners retain a professional recruiter (headhunter) to enhance the search. He also advised the Commissioners to consider advertising the position throughout the state, nationwide, including web postings, direct mailings to Counties, ads in Washington State Association of Counties/Washington State Association of County Engineers, American Public Works Association (state and national), National Association of County Engineers. Suggestions included a marketing brochure for the position featuring the position and benefits of living and working in Skagit County.

Mr. Sampley felt the Commissioners should leave the posting open until filled, establish the first cut-off date for initial screening, and engage a small select screening committee. Mr. Sampley went on to say qualified P.E. applicants should be interviewed within two weeks of notice after initial reference checks.

Commissioner Dillon asked what the timeframe of the initial cutoff should be. Mr. Sampley stated the cutoff should be 30 days after a recruiter has been selected and the process has been set.

**RECORD OF THE PROCEEDINGS
MONDAY, FEBRUARY 5, 2007
PAGE 2**

Commissioner Dahlstedt stated, in the interest of saving time, the Commissioners should consider getting applicants for both alternatives.

The Commissioners thanked Mr. Sampley for his recommendations.

PLANNING & DEVELOPMENT SERVICES - GARY CHRISTENSEN, DIRECTOR

1. Signature - Natural Resource Land Easement for the Plat of Trumpeter Heights (PL03-0925)

Kendra Smith, Natural Resource Lands Policy Coordinator, briefed the Commissioners on the history of the Plat of Trumpeter Heights (PL03-0925). Ms. Smith stated this is the first and also the most complex project that involved several open space easements.

Commissioner Munks made a motion to approve the Natural Resource Land Easement for Plat of Trumpeter Heights; Commissioner Dahlstedt seconded the motion which passed unanimously. **(Approved)**

2. Final Plat Approval for the Plat of Trumpeter Heights (PL03-0925) Submitted by Chuck Dralle.

Ms. Swint, Senior Planner, presented the Final Plat Approval for Trumpeter Heights (PL03-0925) submitted by Chuck Dralle. Ms. Swint said the property has two zoning designations; Rural Reserve and Rural Resource, and it is a Conservation Reserve Land Division (CaRD).

Ms. Swint stated the proposed project is located at 12696 Wayward Way, Sedro-Woolley, WA; Lot 1 of Short Plat 96-055 and the adjoining 20 acres to the south. Ms. Swint went on to say the request is to develop approximately 82 acres into ten (10) 1-acre lots and one (1) 72-acre lot designated as Open Space--Protective Area, Open Space--Recreational/Amenities and Open Space--Natural Resource.

Ms. Swint indicated the Planning Department recommends that the Board approve the Final Plat Approval for the Plat of Trumpeter Heights (PL03-0925) submitted by Chuck Dralle.

Ms. Swint presented a mylar for signature by the Board of Commissioners.

Commissioner Munks made a motion to approve the Final Plat Approval for the Plat of Trumpeter Heights as outlined by Ms. Swint. Commissioner Dahlstedt seconded the motion which passed unanimously. **(Resolution No. R20070046)**

3. Miscellaneous

Ms. Swint asked the Board to schedule Tuesday, February 13, 2007, during the Planning Department's regular meeting, for a public meeting for the Final Plat Approval for the Plat of River Valley Estates (PL05-0201) submitted by Thomas Lenz.

Commissioner Munks motioned to schedule Tuesday, February 13, 2007, for the Final Plat Approval for the Plat of River Valley Estates submitted by Thomas Lenz. The motion was seconded by Commissioner Dahlstedt and passed unanimously. **(Approved)**

**RECORD OF THE PROCEEDINGS
MONDAY, FEBRUARY 5, 2007
PAGE 3**

CONSENT AGENDA.

Commissioner Munks motioned to approve the Consent Agenda for Monday, February 5, 2007, items 1 through 28, items 30 through 32, and items 34 through 40. The motion was seconded by Commissioner Dahlstedt and passed unanimously. Items 29 and 33 were removed from the Consent Agenda pending further information.

COMMISSIONERS' OFFICE:

1. Record of the Proceedings for Monday, January 22, 2007. **(Approved)**
2. Record of the Proceedings for Tuesday, January 23, 2007. **(Approved)**
3. Record of the Proceedings for Friday, January 26, 2007. **(Approved)**

ASSIGNED COUNSEL:

4. Personal Services Agreement with Jon Ostlund to provide indigent defense representation for cases deemed conflict of interest for the Public Defender's Office. The agreement shall commence upon the date of execution and will continue through December 31, 2008. Compensation is not to exceed a total of \$25,000. **(Contract No. C20070066)**
5. Personal Services Agreement with Jennifer Bouwens to provide indigent defense representation for cases deemed conflict of interest for the Public Defender's Office. The agreement shall commence upon the date of execution and will continue through December 31, 2008. Compensation is not to exceed a total of \$25,000. **(Contract No. C20070067)**

BUDGET & FINANCE:

6. Funding Agreement between Skagit County and the Skagit County Community Action Agency (SCCAA). The agreement awards \$75,000 of low-income housing funds to SCCAA, pursuant to Senate House Bill 2060. The funds will be used to repair and expand the Emergency Family Shelter in Mount Vernon. The agreement shall commence upon date of execution and shall continue until December 31, 2007. **(Contract No. C20070068)**

GIS/MAPPING SERVICES:

7. Contract with Pictometry International Corporation for the purchase and licensing of Pictometry aerial imagery products. The Contract shall commence upon the date of execution and shall continue for two years. Compensation shall not exceed \$74,575. **(Contract No. C20070069)**

HEALTH DEPARTMENT:

8. Washington Dental Service Foundation ABCD Grant Agreement. Washington Dental Service Foundation has awarded the Health Department a \$23,500 grant to continue the Access to Baby and Child Dentistry (ABCD) program within Skagit County. This grant provides funding for the period of January 1, 2007, through December 31, 2007. **(Contract No. C20070070)**
9. Vendor Services Agreement with Northwest Medical Teams International to provide the mobile dental van with a driver to be used for the school-based sealant program during 2007. The agreement shall commence on January 1, 2007 and continue through December 31, 2007. Compensation is not to exceed \$12,800. **(Contract No. C20070071)**

RECORD OF THE PROCEEDINGS
MONDAY, FEBRUARY 5, 2007
PAGE 4

10. Amendment No. 2 to County Program Agreement **No. C20050371** with WA State DSHS. This amendment to the DSHS Medicaid administrative match changes the administrative fee, billing, and payment terms only. All other terms and conditions of the original Agreement shall remain in effect. **(Amendment No. A20070013)**

HUMAN SERVICES:

11. Resolution authorizing the ratification of Personal Services Agreement with Julie Reynolds to provide Substance Abuse Prevention and Gang Intervention training which was held on November 14, 2006. **(Resolution No. R20070047)**
12. Personal Services Agreement with Julie Reynolds to provide Substance Abuse Prevention Gang Intervention training, covering the development of gang culture, the role of gang culture in communities, and prevention and intervention of gangs in the community and families at home. The agreement is effective November 14, 2006 through November 15, 2006. Compensation is not to exceed a total of \$900. **(Contract No. C20070072)**
13. Resolution authorizing the ratification of Personal Services Agreement with Inslee, Maxwell & Associates. **(Resolution No. R20070048)**
14. Personal Services Agreement with Inslee, Maxwell & Associates, who shall act as an active member of the Jail Transition Team, and provide the team with consultation on mental health issues and mental health assessments and/or evaluations of jail transition program clients as requested. The agreement commenced on January 1, 2007 and shall continue through December 31, 2007. Compensation shall not exceed \$5,000. **(Contract No. C20070073)**

INFORMATION SERVICES:

15. Resolution authorizing an Interlocal Agreement between Skagit County and Skagit Valley College for employee training. **(Resolution No. R20070049)**
16. Interlocal Agreement between Skagit County and Skagit Valley College for employee training on Microsoft Vista and Office products. The Agreement commenced on January 1, 2007, and shall continue until June 30, 2008. Compensation shall not exceed \$50,000. **(Contract No. C20070074)**
17. Resolution authorizing execution of Interlocal Agreement between Skagit County and Washington State Department of Information Services for networking services. **(Resolution No. R20070050)**
18. Service Level Agreement Amendment to Contract **No. 03783** with Washington State Department of Information Services to increase capacity of internet and inter-governmental networks to 10 megabit per second Ethernet. This Amendment replaces Contract No. 03783. This Agreement shall commence upon date of execution and shall continue through January 2011. Compensation shall not exceed \$27,000. **(Amendment No. A20070014)**

PLANNING & DEVELOPMENT SERVICES:

19. Resolution docketing for Planning Commission Review Application No. PL06-0695. **(Resolution No. R20070051)**
20. Personal Services Agreement with Kelly Services, Incorporated, to provide front desk reception, and other professional clerical services. The Agreement commenced on January 1, 2007 and shall continue until December 31, 2007. Compensation shall not exceed \$25,000. **(Contract No. C20070075)**

**RECORD OF THE PROCEEDINGS
MONDAY, FEBRUARY 5, 2007
PAGE 5**

21. Resolution authorizing ratification of Personal Services Agreement with Beckwith Consulting Group to provide services for Open Space grant. **(Resolution No. R20070052)**
22. Personal Services Agreement with Beckwith Consulting Group to provide services for Open Space grant. The Agreement commenced on October 11, 2006, and shall continue until December 31, 2007. Compensation shall not exceed \$57,100. **(Contract No. C20070076)**

PROSECUTING ATTORNEY:

23. Resolution providing a defense to former deputy Chris Dormer in a lawsuit by Terrance Jon Irby. **(Resolution No. R20070053)**

SENIOR SERVICES:

24. Contract between Skagit County Senior Services Nutrition Program and Northwest Regional Council Area Agency on Aging to provide nutritionally balanced congregate and home-delivered meals to seniors age 60 years of age and older in Skagit County. The Contract commenced on January 1, 2007, and shall continue until December 31, 2007. Compensation shall not exceed \$209,993. **(Contract No. C20070077)**

TREASURER:

25. Resolution to approve the list of 2006 property tax refunds. **(Resolution No. R20070054)**

YOUTH & FAMILY SERVICES:

26. Amendment No. 1 to Personal Services Agreement **No. C20060260**. This amendment adds the provision of in-home family counseling and skill building services to families referred to the Institute of Family Development by Youth and Family Services and also increases the maximum annual reimbursement for the Agreement by \$20,000, for a new compensation total not to exceed \$110,000. All other terms and conditions of the original contract shall remain in effect. **(Amendment No. A20070015)**
27. Personal Services Agreement with Skagit Recovery to provide a variety of assessment, treatment, detoxification services, mental health, and recovery assistance. The Agreement commenced on January 1, 2007, and shall continue December 31, 2008. Compensation shall not exceed \$44,052.45. **(Contract No. C20070078)**

PUBLIC WORKS:

28. Resolution amending Resolution No. R20070023 adopting a revised fee schedule for Skagit County Public Works Department. **(Resolution No. R20070055)**
29. Resolution amending Skagit County Resolution No. R20050349 appointing a new member to the Bryson Road Sub-Flood Control Zone Advisory Committee. **(Pulled pending further information)**
30. Resolution initiating a County Road Project (C.R.P. PDGR-7) for the 2007 Barrier Protection Project. **(Resolution No. R20070056)**
31. Resolution initiating a County Road Project (C.R.P. FEMP-2) for the 2007 Guemes Ferry Terminal projects. **(Resolution No. R20070057)**

**RECORD OF THE PROCEEDINGS
MONDAY, FEBRUARY 5, 2007
PAGE 6**

32. Resolution calling for bids for maintenance materials with annual purchases expected to exceed \$25,000.00 (bid opening: February 20, 2007 at 9:30 a.m.). **(Resolution No. R20070058)**
33. Resolution initiating a County Road Project (C.R.P. ES91110-2) Fruitdale Road / McGarigle Road Arterial Project. **(Pulled pending further information)**
34. Resolution declaring a sole source for a Leeboy Force Feed Loader distributed by Special Asphalt Products Inc. **(Resolution No. R20070059)**
35. Amendment No. 1 to Personal Agreement No. C20060235 with Montgomery Water Group, Inc., hereafter called Anchor Environmental, LLC. This amendment transfers all rights and responsibilities under Agreement No. C20060235 from Montgomery Water Group, Inc. to Anchor Environmental LLC, effective September 1, 2006. All other terms and conditions of the original Agreement shall remain in effect. **(Amendment No. A20070016)**
36. Resolution authorizing execution of Amendment #1 to the Interlocal Agreement with the Hamilton Public Development Authority. **(Resolution No. R20070060)**
37. Amendment No. 1 to Interlocal Agreement No. C20050467 with the Hamilton Public Development Authority (PDA) to allow for acceptance and management of HUD grant #B-06-SP-WP-1068 in the amount of \$198,000. The Amendment commenced on November 1, 2006 and shall continue until termination of the grant. All other terms and conditions of the original Agreement shall remain in effect. **(Amendment No. A20070017)**
38. Resolution to award the contract with Dakota Creek Industries, Inc. for the Guemes Island generator enclosure. **(Resolution No. R20070061)**
39. Vendor Services Agreement with Dakota Creek Industries, Inc. for the Guemes Island Ferry generator enclosure. The contract shall commence upon the date of execution and continue for one year. Compensation shall not exceed \$11,300. **(Contract No. C20070079)**
40. Right-of-Way Easement between Skagit County Public Works and Glacier Northwest, Inc., a Washington corporation, in conjunction with the establishment of Lake Shannon Road and Tom Higgins Lane. **(Contract No. C20070080)**

PUBLIC COMMENT PERIOD

No one was present for the public comment period.

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 5, 2007, the Board by majority vote, did approve for payment those vouchers included in the above-mentioned list and further described as follows:

Purchase Card Electronic Payment to JP MORGAN CHASE from Clearing Fund 696 in the total dollar amount of \$26,410.39 (Transmittal No. C-08-07);

**RECORD OF THE PROCEEDINGS
MONDAY, FEBRUARY 5, 2007
PAGE 7**

ACH Transfer Request Form and Certification to Trusteed Plan Service Corporation (TPSC) from Clearing Fund 696 in the total dollar amount of \$25,838.04 (Transmittal No. C-09-07);

Warrants numbered 241255 through 241505 from Clearing Fund 696 in the total dollar amount of \$610,980.45 (Transmittal No. C-10-07);

ACH Transfer Request Form and Certification to Premera Blue Cross from Clearing Fund 696 in the total dollar amount of \$57,053.54 (Transmittal No. C-11-07);

Warrants numbered 241506 through 241801 from Clearing Fund 696 in the total dollar amount of \$1,448,159.25 (Transmittal No. C-12-07);

ACH Transfer Request Form and Certification to Trusteed Plan Service Corporation (TPSC) from Clearing Fund 696 in the total dollar amount of \$45,862.20 (Transmittal No. C-13-07);

Warrants numbered 241802 through 241806 from Clearing Fund 696 in the total dollar amount of \$89,388.57 (Transmittal No. C-14-07);

Warrants numbered 241807 through 242148 from Clearing Fund 696 in the total dollar amount of \$650,140.43 (Transmittal No. C-15-07);

Payroll warrants numbered 199647 through 200424 from Clearing Fund 699 in the total dollar amount of \$1,086,128 (Transmittal No. P-03-07); and

Payroll transmittal, Junior District Payroll, warrants 973316 through 973504 in the amount of \$242,734.13 (Transmittal No. P-04-07).

ADJOURNMENT.

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

**BOARD OF COMMISSIONERS
SKAGIT COUNTY, WASHINGTON**

Sharon D. Dillon, Chairman

Don Munks, Commissioner

Kenneth A. Dahlstedt, Chairman

ATTEST:

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