

**RECORD OF THE PROCEEDINGS  
SKAGIT COUNTY BOARD OF COMMISSIONERS  
TUESDAY, FEBRUARY 5, 2008**

The Skagit County Board of Commissioners met in regular session on Tuesday, February 5, 2008, with Commissioners Don Munks, Kenneth A. Dahlstedt, and Sharon D. Dillon present.

I. AGENDA:

- A. 8:00 a.m. - 8:30 a.m. Consent Agenda and Miscellaneous Items
- B. 8:30 a.m. - 9:00 a.m. Work Session - Operations Division/Transfer Station

Cliff Butler, Operations and Division Manager, asked the Road Supervisors to update the Commissioners on the snow removal projects, upcoming road and drainage maintenance projects for the year.

Dub Queen, Equipment Rental & Revolving Fund Manager, updated the Commissioners on the equipment repairs and equipment contracts for the year.

Kevin Renz, Solid Waste Division Manager, updated the Commissioners on waste volume for the Transfer Stations. Mr. Renz also informed the Commissioners of the status of equipment repairs at the Transfer Station.

- C. 9:00 a.m. - 10:00 a.m. Public Works Department - James E. Voetberg, P.E., Director/County Engineer

- 1. Signature - Resolution and Revised Interlocal Cooperative Agreement with Cities and Towns in Skagit County for Solid Waste Management

Mr. Renz gave a brief history of the revision of the 2004 Agreement between cities and towns in Skagit County for solid waste management. He stated the Agreement would give the county, cities and towns decision making authority on solid waste issues by establishing a Solid Waste Governance Board with voting authority over significant solid waste system decisions. He went on to say, the county and the eight cities and towns would each have a vote in proportion to its population.

The Commissioners stated they are pleased to see this Agreement move forward and are hopeful the cities and towns decide to approve the Agreement.

A motion was made by Commissioner Dahlstedt to approve the revised Interlocal Cooperative Agreement between Skagit County and the Cities and Towns in Skagit County for Solid Waste Management along with the accompanying Resolution authorizing execution of this Agreement. **(Resolution No. R20080077 and Contract No. C20080097)** Commissioner Dillon seconded the motion, which passed unanimously.

2. Discussion - Grant Agreement with Department of Ecology Regarding Phase 6 of the Skagit River Comprehensive Floodplain Hazard Management Plan

Lorna Ellestad, Project Manager, discussed the Grant Agreement between the Department of Ecology and Skagit County for Phase 6 of the Skagit River Comprehensive Floodplain Hazard Management Plan (CFHMP). She stated this Grant Agreement will fund the development of an updated Skagit River CFHMP, and continued partnership efforts between the U.S. Army Corps of Engineers and Skagit County regarding General Investigation of the Skagit River Flood Study.

Ms. Ellestad went on to say, the Grant Agreement will be presented to the Board of Skagit County Commissioners for signature at a later date.

The Board thanked Ms. Ellestad for the update.

3. Discussion - Cascade River Road Ownership and Maintenance Responsibility

Jeffrey Miller, Assistant Public Works Director, presented a map of Cascade River Road. Mr. Miller summarized the history of the road and stated at this time, it is not clear who owns the road. He indicated the State purchased the road but the County signed a resolution in the 1950's establishing road as a County road, but ownership documents were lost or were not completed.

Mr. Miller stated they are currently in discussions with the federal government regarding ownership and maintenance responsibility of the Cascade River Road.

Mr. Miller informed the Commissioners he would follow-up at a later date as they continue to investigate the ownership of the road.

4. Miscellaneous

There were no miscellaneous items for Public Works.

D. 10:00 a.m. - 11: 00 a.m. Planning and Development Services - Gary Christensen, Director

1. Review and Discussion - Department Organization and Functions

Gary Christensen, Director of Planning and Development Services, presented a PowerPoint presentation showing the Department's organization and functions. Mr. Christensen discussed the Department's long-term work program for 2008 and beyond.

Kirk Johnson, Senior Planner, Team Supervisor for the Long Range Planning Team, stated his team works with comprehensive planning, intergovernmental relations, hearings board appeals, urban growth area expansion, SEPA review of non-project action, and oversees consultants hired by the Department.

Brandon Black, Senior Planner, Team Supervisor of the Current Planning Team, explained his team works on development review, administrative,

hearing examiner, land divisions/adjustments, code compliance, and all types of special use permit.

Betsy Stevenson, Senior Planner, Team Supervisor, explained her team critical areas review, shoreline master plan, forest practices, water review, and plan development, implementation and involvement.

Tim DeVries, Building Official, stated his team is involved in building inspections, plan examinations, and development review.

Patti Chambers, Administrative Coordinator for Administration and Support Services, stated her team consists of client/customer service, front counter reception, records management, invoices, and payroll.

2. Review and Discussion - Department Long-Term Work Program

Mr. Christensen discussed the long-term work program. He addressed the current planning and administrative projects as well as the sizable list of trailing issues(new projects).

Mr. Christensen provided the Commissioners with the following documents; an updated project list titled "Planning and Development Services Long-Term Work Program, 2008 and Beyond"; a new matrix titled "Major Project Assignments - 2008 (Underway or Committed) Plans, Policies, and Code Development and Compliance"; and a "List of Trailing Issues".

Mr. Christensen indicated the Department and the County Administrator propose the Board of County Commissioners adopt a resolution identifying the Department's 2008 work program and beyond that reaffirms a commitment to the current projects and those identified as new projects that the Board decides are top priority planning issues.

Commissioner Dillon asked Mr. Christensen to clarify the Department is working on the Guemes Island ferry schedule. Mr. Christensen confirmed the Department is currently working on the schedule.

Mr. Christensen stated he would follow-up with the Board on Tuesday, February 12, 2008.

E. 11:00 a.m. - 11:30 a.m. Discussion/Possible Action - Sewer District #2 Comprehensive Sewer Plan

Carly Ruacho, Senior Planner, gave the Board a brief overview of the Skagit County District #2 Comprehensive Sewer Plan. Ms. Ruacho indicated staff are currently in discussions with the Sewer District. Ms. Ruacho stated the Sewer District have requested the Commissioners postpone any official action on the matter until after the revised document has been adopted by the Sewer District Board.

A motion was made by Commissioner Dahlstedt to approve postponing discussion and possible action until March, at a time to be set, after the review by Sewer District #2 and county staff. Commissioner Dillon

seconded the motion, which passed unanimously.

F. 11:30 a.m. - 11:45 a.m. Public Comment Period

Ed Staffor, of Chuckanut Foothills, commented on his concerns with the Metropolitan Parks District and on the onsite sewage disposal systems.

Chair Munks announced the Executive Session commencing at 2:00 p.m. to discuss potential litigation, and stated Will Honea would be the attorney of record.

II. CONSENT AGENDA:

A motion was made by Commissioner Dahlstedt to approve the Consent Agenda for Tuesday, February 5, 2008, items 1 through 39. Commissioner Dillon seconded the motion, which passed unanimously.

a) COMMISSIONERS' OFFICE:

1. Record of the Proceedings for Tuesday, January 29, 2008. **(Approved)**
2. Resolution appointing Jeff Knutzen to a four-year term on the Skagit County Noxious Weed Control Board, effective February 1, 2008, through January 31, 2012. **(Resolution No. R20080059)**
3. Resolution appointing Virginia Oliverez to fill a vacant position on the Skagit County Northwest Senior Services Board, with a term expiring on June 30, 2008. **(Resolution No. R20080060)**
4. Resolution appointing Anna Ankrum to fill a vacant position on the Skagit County Northwest Senior Services Board, with a term expiring on June 30, 2008. **(Resolution No. R20080061)**
5. Resolution appointing Shelley L. Nevitt to the Housing Authority of Skagit County, replacing Rene Morris who resigned in 2005 due to relocation. The term shall become effective on February 1, 2008, and expire on October 31, 2008. **(Resolution No. R20080062)**

b) ADMINISTRATIVE SERVICES:

6. Ratification Resolution authorizing the execution of an Interlocal Cooperative Agreement between Skagit County and the City of Mount Vernon. **(Resolution No. R20080063)**
7. Resolution authorizing the execution of an Interlocal Cooperative Agreement between Skagit County and the City of Mount Vernon. **(Resolution No. R20080064)**
8. Interlocal Cooperative Agreement between Skagit County and the City of Mount Vernon for the purpose of sharing monetary, administrative, and

technical support to perform a feasibility study for a multipurpose parking garage in downtown Mount Vernon. **(Contract No. C20080078)**

c) AUDITOR'S OFFICE:

9. Interlocal Agreement between the Skagit County Auditor and the State of Washington, Office of the Secretary of State - Archives & Records Management Division to provide document preparation, scanning, and microfilming services. The agreement shall commence upon the date of execution and continue through December 31, 2008. The customer may extend this agreement for up to two additional years. Compensation is not to exceed a total of \$50,000. **(Contract No. C20080079)**

d) ASSIGNED COUNSEL:

10. Personal Services Agreement with Shauna Byers, Attorney at Law, to provide indigent defense services for defendants referred by the Office of Assigned Counsel deemed conflict of interest cases for the Skagit County Public Defender's Office. The agreement commenced on February 1, 2008, and shall continue through December 31, 2009. Compensation is not to exceed a total of \$150,000. **(Contract No. C20080080)**

e) BUDGET & FINANCE:

11. Ratification Resolution authorizing Hotel/Motel Tax Funding allocations for 2008. **(Resolution No. R20080065)**
12. Ratification Resolution authorizing the execution of a Personal Services Agreement with Skagit County Community Action Agency. **(Resolution No. R20080066)**
13. Personal Services Agreement with Skagit County Community Action Agency to provide services to low-income residents, administration of the Veteran's Relief Program, case management for family services and support services for the Ted W. Anderson Resource Center. The agreement commenced on January 1, 2008, and shall continue through December 31, 2008. Compensation is not to exceed a total of \$166,341.60. **(Contract No. C20080081)**
14. Personal Services Agreement with Skagit County Community Action Agency (SCCAA) to provide a cash flow advance of up to \$100,000. In order to access the advance, a written request must be signed by the President of SCCAA's Board of Directors to the County's Budget and Finance Director. The agreement commenced on January 1, 2008, and shall continue through December 31, 2008. **(Contract No. C20080082)**
15. Ratification Resolution authorizing the execution of 2008 funding agreements for low-income housing, pursuant to Substitute House Bill 2060 for various agencies. **(Resolution No. R20080067)**
16. Funding Agreement, per Resolution No. R20080001, between Skagit County

and Skagit County Community Action Agency, which allows for the distribution of low-income housing funds in the amount of \$25,000 for the Community Land Trust (Channel Cove), pursuant to Substitute House Bill 2060. The agreement commenced on January 1, 2008, and shall continue through December 31, 2009. **(Contract No. C20080083)**

17. Ratification Resolution authorizing the execution of 2008 funding agreements for low-income housing, pursuant to Substitute House Bill 2163. **(Resolution No. R20080068)**
18. Funding Agreement, per Resolution No. R20080002, between Skagit County and Skagit County Community Action Agency, which allows for the distribution of low-income housing funds in the amount of \$50,000 for a 10-unit emergency family shelter, pursuant to Substitute House Bill 2163. The agreement commenced on January 1, 2008, and shall continue through December 31, 2009. **(Contract No. C20080084)**
19. Funding Agreement, per Resolution No. R20080002, between Skagit County and Skagit Valley YMCA, which allows for the distribution of low-income housing funds in the amount of \$21,535 for operational expenses at the Oasis Teen Center in Mount Vernon, pursuant to Substitute House Bill 2163. The agreement commenced on January 1, 2008, and shall continue through December 31, 2008. **(Contract No. C20080085)**
20. Funding Agreement, per Resolution No. R20080002, between Skagit County and Skagit County Community Action Agency, which allows for the distribution of low-income housing funds in the amount of \$23,000 for operational expenses for the emergency family shelter, pursuant to Substitute House Bill 2163. **(Contract No. C20080086)**

f) FACILITY MANAGEMENT:

21. Resolution authorizing a public hearing for a notice of intent to lease 1567.5 square feet of a County owned building located at 45770 Main Street, Concrete, Washington, by the Upper Skagit Library District. The hearing will be held on Tuesday, February 26, 2008, at 10:00 a.m. **(Resolution No. R20080069)**
22. Vendor Services Agreement with Northwest Moving Services, Inc., which will provide labor and materials necessary to relocate County offices as directed by Facility Management. The agreement shall commence upon the date of execution and continue through December 31, 2009. Compensation is not to exceed a total of \$20,000. **(Contract No. C20080087)**
23. Lease Agreement between Skagit County and the Housing Authority of Skagit County for the lease of certain premises located at 602 South 1st Street, Mount Vernon, Washington. The lease commenced on January 1, 2008, and shall terminate on December 31, 2008. Compensation is not to exceed a total of \$800 per month. **(Contract No. C20080088)**

g) HEALTH DEPARTMENT:

24. Amendment No. 6 to 2007-2011 Washington State Department of Health Consolidated Contract No. C20070142, which increases the consideration by an additional \$233,510 for a new contract total of \$1,175,417 to provide for continuation of the Public Health Emergency Preparedness and Response, Local Capacity Development, and On-Site Management Plan Projects. All other terms and conditions of the original contract shall remain in effect. **(Amendment No. A20080016)**

h) HUMAN RESOURCES:

25. Labor Agreement between Skagit County and Teamsters Union Local 231 representing employees of the Skagit County Courthouse, District Court and the Parks Department. The Agreement commenced on January 1, 2008, and shall continue through December 31, 2011. **(Contract No. C20080089)**

i) HUMAN SERVICES:

26. County Program Agreement between Skagit County and the State of Washington Department of Social and Health Services - Mental Health Division, to provide Mental Health Block Grant funds for the Designated Crisis Responder Training to be held in February and March. The agreement commenced on February 1, 2008, and shall continue through March 31, 2008. Total compensation from State funds shall not exceed \$2,563. **(Contract No. C20080090)**

27. Resolution authorizing an Interlocal Cooperative Agreement between Skagit County and Sedro-Woolley High School. **(Resolution No. R20080070)**

28. Interlocal Cooperative Agreement between Skagit County and Sedro-Woolley High School covering implementation and facilitation of Challenge Day, which meets the substance abuse prevention risk and protective factor paradigm adopted by DSHS/DASA. The agreement shall commence upon the date of execution and continue through June 30, 2008. Compensation is not to exceed a total of \$2,000. **(Contract No. C20080091)**

29. Resolution ratifying an Interlocal Agreement between Skagit County and the Burlington-Edison School District. **(Resolution No. R20080071)**

30. Resolution authorizing an Interlocal Agreement between Skagit County and the Burlington-Edison School District. **(Resolution No. R20080072)**

31. Interlocal Cooperative Agreement between Skagit County and the Burlington-Edison School District to provide mental health intervention and treatment services for children or youth and their families, grades K through 8, who are identified with mental health issues. The agreement commenced on January 1, 2008, and shall continue through August 31, 2009. **(Contract No. C20080092)**

j) PROSECUTING ATTORNEY:

32. Personal Services Agreement with Skagit Business & Staffing LLC to provide

testing services and on-call general office and clerical assistance. The agreement commenced on January 1, 2008, and shall continue through December 31, 2009. Compensation is not to exceed a total of \$5,000. **(Contract No. C20080093)**

k) YOUTH & FAMILY SERVICES:

33. Resolution ratifying a Personal Services Agreement with Dr. Jorge Partida. **(Resolution No. R20080073)**
34. Personal Services Agreement with Dr. Jorge Partida to provide consultation to stakeholder groups regarding youth and family resource development, community engagement, and gang crime prevention and intervention efforts. He will also lead community meetings regarding the above stated issues; provide group and individual meetings with youth and families affected by gang crime and socio-economic barriers and lead trainings and forums. The agreement commenced January 21, 2008, and shall continue through December 31, 2008. Compensation is not to exceed a total of \$19,200. **(Contract No. C20080094)**
35. Resolution authorizing an Interlocal Cooperative Agreement between Skagit County and Sedro Woolley High School. **(Resolution No. R20080074)**
36. Interlocal Cooperative Agreement between Skagit County and Sedro-Woolley High School to provide a two-day Challenge Day Program. The agreement commenced on February 1, 2008, and shall continue through February 29, 2008. Compensation is not to exceed a total of \$2,500. **(Contract No. C20080095)**
37. Resolution ratifying a Personal Services Agreement with Northwest Youth Services. **(Resolution No. R20080075)**
38. Personal Services Agreement with Northwest Youth Services to develop and provide oversight of the Coordination of Services Program serving youth and families referred by the County and accepted for services by the Contractor. The agreement commenced on January 1, 2008, and shall continue through December 31, 2009. Compensation is not to exceed a total of \$12,000. **(Contract No. C20080096)**

l) PUBLIC WORKS DEPARTMENT:

39. Resolution calling for bids for the overhaul of 2 (two) Ulstein outdrives for the Ferry M/V Guemes. The bids will be opened on Wednesday, February 27, 2008, at 8:30 a.m. **(Resolution No. R20080076)**

III. 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, the Board by majority vote, did approve for payment those vouchers included in the above-



mentioned list and further described as follows:

- a) ACH Transfer Request Form and Certification to Trusteed Plans Service Corporation from Clearing Fund 696 in the total dollar amount of \$143,512.37 (Transmittal No. C-14-08); and
- b) ACH Transfer Request Form and Certification to Trusteed Plans Services Corporation from Clearing Fund 696 in the total dollar amount of \$184,556.51 (Transmittal No. C-15-08); and
- c) Warrants numbered 266321 through 266629 from Clearing Fund 696 in the total dollar amount of \$3,435,674.89 (Transmittal No. C-16-08).

**ADJOURNMENT:**

Chair Munks adjourned the proceedings.

**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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Sharon D. Dillon, Commissioner

ATTEST:

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