

**RECORD OF THE PROCEEDINGS
SKAGIT COUNTY BOARD OF COMMISSIONERS
TUESDAY, MARCH 25, 2008**

The Skagit County Board of Commissioners met in regular session on Tuesday, March 25, 2008, with Commissioners Don Munks, Kenneth A. Dahlstedt, and Sharon D. Dillon present.

I. TUESDAY, MARCH 25, 2008:

- A. 8:00 a.m. - 8:30 a.m. Consent Agenda and Miscellaneous Items
- B. 8:30 a.m. - 9:30 a.m. Public Works Department - James Voetberg, Director
 - 1. Discussion - Public Works Project Construction Crew

Jeff Miller, Assistant Public Works Director, stated Public Works has taken a proactive approach to maintenance and construction projects. He said they have reorganized their staff and are able to dedicate a small crew to execute minor construction projects. Many of the projects impact fish so there is a small window of opportunity to complete the work. This crew will allow Public Works to not impact maintenance and chip seal work that takes place during this critical fish window and will allow completion of the projects in a timely manner. This will also allow the Department to respond to high visibility and critical projects immediately, which will ensure positive public support of the County's efforts.

Mr. Miller went on to say this crew will not require additional staffing, as the staff will come from existing positions. The equipment will come from existing County equipment pools or if needed, will be rented. All costs will be expended and tracked by project.

Mr. Miller outlined the proposed 2008 projects to be completed by the Project Construction Crew:

Big Lake - Lake Terrace Lane drainage collection;
Grady Creek tributary sedimentation (Lake Tyee);
Ferry Holding Lane on Guemes Island;
Mitigation at Government Bridge;
Fish Creek culvert replacement;
Coal Creek sediment basin;
Coal Creek repairs at Cascade Trail;
Hope Island drainage;
Mill Creek project;
Park Ridge Lane;
Salmon Creek project;
Ferry Building enhancements;
Little Jones Creek project;
Stevens Creek project;
Bryson Road mitigation;
Bow drainage improvements;
South Shore road repairs.

Jim Voetberg, Public Works Director, said the success of the crew will partially be

dependant on streamlining the procurement system within the County. He went on to say Public Works will bring recommendations to streamline the procurement system before the Board at a later date.

The Commissioners said they appreciated the Department's proactive approach to improve efficiency.

2. Discussion - Sinclair Island Dock Project Update

Mr. Miller gave a brief history of damage of Sinclair Dock. He said the damage occurred during a State declaration of emergency; therefore we are eligible for funding from the Federal Emergency Management Agency (FEMA).

Mr. Miller went on to say staff has continued to work towards the development of a project to replace the existing dock. He said staff met with residents of Sinclair Island in late January to discuss project options. He indicated staff developed different options for review with the residents in regards to layout and position of the breakwater. The option the residents suggested involved replacing the dock and moving the breakwater to the south in order to free up both sides of the dock for mooring.

In working with FEMA, Mr. Miller said the agency has agreed to replace half of the dock and install one of the pilings. The County would be responsible for the other half of the dock and the breakwater.

The initial cost to the County will be approximately \$50,000, the cost for half the dock. FEMA will reimburse the County for the costs associated with the other half of the dock and the piling. Costs to install new breakwater paneling and is estimated to cost around \$300,000.

Mr. Miller presented a drawing of the dock replacement plan and said the recommendation of the Public Works Department would be to leave the existing breakwater in place and install the dock and doubled-up piling. This option is preferred because it is cost-effective, the County would save approximately \$1 million and it meets the current needs of the residents. He indicated the Department will bring a project package to the Commissioners in the next few weeks for their consideration.

3. Signature - a) Resolution Authorizing Execution of Interlocal Agreements with the City of Burlington and Dike Districts 1, 3, 12, and 17, and b) Interlocal Agreements with the City of Burlington and Dike Districts 1, 3, 12, and 17, for Cost Sharing of Annual Maintenance of Several USGS Gauges

Ric Boge, Surface Water Manager, brought forward a resolution authorizing execution of Interlocal Agreements between Skagit County and Dike Districts 1, 3, 12, and 17 and the City of Burlington. He said these agreements allow for cost-sharing with the County for maintenance of several United States Geological Survey (USGS) gauges.

A motion was made by Commissioner Dahlstedt to approve executing

the Resolution authorizing the execution of the Interlocal Agreements with Dike Districts 1, 3, 12, 17, and the City of Burlington providing for cost-sharing of the USGS gauge maintenance fees. (**Resolution No. R20080166**) Commissioner Dillon seconded the motion, which passed unanimously.

A motion was made by Commissioner Dahlstedt to approve and sign the Interlocal Agreements to provide cost-sharing of the USGS gauge maintenance fees. (**Contract Nos. C20080220, C20080221, C20080222, C20080223, and C20080224**) Commissioner Dillon seconded the motion, which passed unanimously.

4. Miscellaneous

Chairman Don Munks stated that after many years of service with Skagit County Public Works, Steve Cox will be retiring at the end of March. Commissioner Munks asked Mr. Cox to step up to the podium and thanked him on behalf of the Commissioners for his years of service to the County.

Mr. Cox said he has enjoyed the of challenges of working on the Guemes Island ferry, the diversity of the people, and working with the professional people in Skagit County Public Works. He also complimented the new Guemes Island Ferry Manager, Ron Panzero.

C. 9:30 a.m. - 10:00 a.m. Update - Northwest Agriculture Business Center

David Bauermeister, Executive Director of Northwest Agriculture Business Center (NABC), informed the Commissioners the NABC began in April of 2006 to support farmers and agriculture related business in Northwest Washington. He said NABC's mission is to improve the economic vitality of the agriculture industry within Island, San Juan, Skagit, Snohomish and Whatcom counties. The services NABC offers local agriculture include; business planning, marketing, quality control, promotions, funding, locating facilities, product development and market access.

He went on to say NABC is directed by a 16 member Board of Directors. Mr. Bauermeister also updated the Commissioners on NABC's current projects.

The Commissioners stated they supported the Northwest Agriculture Business Center.

D. 10:00 a.m. - 10:15 a.m. Introduction of New Skagit County Employees

Deputy Administrator Tim Holloran introduced Mario Mendez, Facilities Operations Manager. Mr. Holloran stated Mr. Mendez' responsibilities include day-to-day of operations of County facilities and overseeing the facilities crew.

E. 11:00 a.m. - 11:30 a.m. Final Action on the 2007 Comprehensive Plan Amendment Docket

Carly Ruacho, Senior Planner, stated all the written public comments have been forwarded to the Commissioners prior to today's meeting.

Ms. Ruacho said based on the public comment that has been received, the Department has amended its original recommendations. She stated the Department is recommending the Windward Group, LLC's proposal to amend zoning on the northern parcel abutting Guemes Island Resort now owned in common with the Resort; and Bouslog Investments, LLC's proposal to change the designation of approximately 45 acres of land within the Bayview Ridge Urban Growth Area both be docketed. The Department also recommends the Guemes Island Sub Area Plan and the Alger Sub Area Plan be on the 2007 docket cycle for further analysis.

Ms. Ruacho provided the Commissioners with the Department's recommendations for the 2007 Comprehensive Plan Amendment Docket, items 1 through 20.

The Commissioners said the list was very aggressive and stated they were supportive of moving forward with the projects on the list but they had reservations the list was too extensive.

A motion was made by Commissioner Dahlstedt to approve adopting the 2007 Comprehensive Plan Amendment Docket as proposed consisting of items 1 through 20 Commissioner Dillon seconded the motion, which passed unanimously.

Gary Christensen, Director, mentioned the Department will be pursuing means to accomplish code amendments in order to address the Bayview Burlington-Edison School site.

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

During public comment period, Tom Johnson of 16837 Peterson in Burlington, said he was opposed to a grade school being located at Bayview Ridge. He stated the reason for his opposition was one of safety. He said because of the current proposed site, he did not think it would be safe to have a school so close to an airport.

II. CONSENT AGENDA FOR TUESDAY, MARCH 25, 2008 (29 Items):

A motion was made by Commissioner Dahlstedt to approve the Consent Agenda for Tuesday, March 25, 2008, items 1 through 29. Commissioner Dillon seconded the motion, which passed unanimously.

a) COMMISSIONERS' OFFICE:

1. Record of the Proceedings for Tuesday, March 18, 2008. **(Approved)**
2. Resolution setting office hours for County offices and departments. **(Resolution No. R20080155)**

b) BUDGET & FINANCE:

3. Resolution modifying Skagit County's Cost Assessment Policy. **(Resolution No. R20080156)**
4. Resolution establishing the 2007 cost allocation to County funds. **(Resolution No. R20080157)**

c) FACILITY MANAGEMENT:

5. Lease Agreement with Herbert and Theresa Goldston for 609-613 South Second Street, Mount Vernon, WA, for use by the Skagit County Juvenile Probation Department and the Department of Youth and Family Services for the sum of \$5,400 per month for a term of three years. The Agreement shall commence on April 1, 2008, and continue through March 31, 2011. **(Contract No. C20080206)**

d) HEALTH DEPARTMENT:

6. Ratification resolution between Skagit County and Cascades Job Corps Center. **(Resolution No. R20080158)**
7. Interlocal Agreement between Skagit County and Cascade Job Corp Center which authorizes the County to provide quarterly environmental public health inspections of food service operation, residential halls, vocational trade classrooms, and other facilities accessed by students. The Agreement commenced on January 1, 2008, and shall continue through January 31, 2010. Compensation shall not exceed \$1,000 per calendar year. **(Contract No. C20080207)**
8. Washington Dental Service Foundation ABCD Grant Agreement. Washington Dental Service Foundation has awarded the Health Department a \$14,925 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, 2008, through December 31, 2008. **(Contract No. C20080208)**
9. Amendment No. 8 to 2007-2011 Consolidated Contract No. C20070142 with the Washington State Department of Health, for the continuation of local capacity development, drinking water group A, and PHEPR Programs, additional funding is added for the Community Prevention PHHS Block Grant for a new contract total of \$1,608,814. The contract duration remains January 1, 2007, through December 31, 2011. All other terms and conditions of the original contract shall remain in effect. **(Amendment No. A20080050)**

e) HUMAN RESOURCES:

10. Resolution ratifying a Personal Services Agreement with Summit Law Group. **(Resolution No. R20080159)**

11. Personal Services Agreement with Summit Law Group to provide legal representation and assistance in matters related to labor relations and litigation. The Agreement commenced on January 1, 2008, and shall continue until December 31, 2008. Compensation shall not exceed a total of \$25,000. **(Contract No. C20080209)**
- f) HUMAN SERVICES:
12. Amendment No. 1 to Personal Services Agreement No. C20070214 with Chuck Britt to extend the length of the Agreement to continue to provide counseling services to clients participating in the Community Wellness Program. The Agreement commenced on April 2, 2007, and will continue through December 31, 2008. All other terms and conditions of the original contract shall remain in effect. **(Amendment No. A20080051)**
- g) PARKS AND RECREATION:
13. Personal Services Agreement between Leonard, Boudinot & Skodje, Inc., to provide engineering design services for the installation of sanitary sewer service to the Skagit Valley Playfields. The Agreement shall commence on March 26, 2008, and continue until June 30, 2008. Compensation shall not exceed \$6,885. **(Contract No. C20080210)**
- h) PLANNING AND DEVELOPMENT SERVICES:
14. Resolution approving the revisions to Skagit County Sewer District #2's Comprehensive Sewer Plan. **(Resolution No. R20080160)**
- i) PROSECUTING ATTORNEY:
15. Release & Settlement Agreement, Quit Claim Deed and Real Estate Excise Tax Affidavit between Skagit County and Cheryl Bell and Randy Bruce for property in the Montborne area. **(Contract No. C20080211)**
- j) YOUTH & FAMILY SERVICES:
16. Resolution ratifying a Personal Services Agreement with Amanda Light, M.A. **(Resolution No. R20080161)**
 17. Personal Services Agreement between Amanda Light and Skagit County to provide specialized child, adolescent, adult and family assessment, evaluation and treatment (group and/or individual and/or families), consultation, education classes, monitoring with written reports as required, court testimony, and training as required. The Agreement commenced on January 1, 2008, and shall continue until December 31, 2010. Compensation shall not exceed \$10,000 annually. **(Contract No. C20080212)**
- k) PUBLIC WORKS:
18. Resolution to call for a public hearing regarding the appeal of recent speed limit revision on the entire length of Havekost Road, No. 10910. The hearing

will be held on April 8, 2008, at 8:30 a.m. **(Resolution No. R20080162)**

19. Resolution awarding bid for purchase of one new latest model three-axle paint striper truck to EZ-Liner Industries dba Vogel Traffic Services, Incorporated. **(Resolution No. R20080163)**
20. Resolution calling for a public hearing to gather post adoption public comment and suggested changes to Resolution No. R20080145 which established a Moratorium on Solid Waste Handling Facility Permitting. The hearing will be held on April 29, 2008, at 1:30 p.m. **(Resolution No. R20080164)**
21. Vendor Services Agreement with Concrete Nor'West for gravel products for road maintenance, starting April 1, 2008 through March 31, 2009. Compensation shall not exceed \$100,000. **(Contract No. C20080213)**
22. Vendor Services Agreement with Western Refinery Services, Inc., for cleaning of road oil tanks and disposal of waste material produced. The Agreement shall commence upon date of execution and continue through March 24, 2009. Compensation shall not exceed \$24,950. **(Contract No. C20080214)**
23. Vendor Services Agreement with United Rentals, Inc., to provide equipment rental for various projects. The Agreement shall commence on April 1, 2008, and continue until March 31, 2009. Compensation shall not exceed \$100,000. **(Contract No. C20080215)**
24. Vendor Services Agreement with Torggy's Custom Installation for outfitting, installation and removal of electronic equipment in County vehicles. The Agreement shall commence on April 1, 2008, and continue until March 31, 2009. Compensation shall not exceed \$24,900. **(Contract No. C20080216)**
25. Vendor Services Agreement with N C Machinery to provide equipment rental. The Agreement shall commence on April 1, 2008, and continue through March 31, 2009. Compensation shall not exceed \$100,000. **(Contract No. C20080217)**
26. Resolution ratifying a Grant Agreement with the State of Washington Department of Ecology. **(Resolution No. R20080165)**
27. Grant Agreement between Skagit County and the Washington State Department of Ecology for the 2007 Puget Sound Watershed Protection and Restoration Grant - Skagit and Samish Watersheds. This Grant Agreement is in the amount of \$34,158.23 to assist the Partnership in development of an Action Agenda for the Whidbey Basin Action Area encompassing Skagit County. The Puget Sound Watershed Protection and Restoration Grant, G20080049, will be one hundred percent funded by this grant. **(Contract No. C20080218)**
28. Amendment No. 1 to Abbreviated Standard Form Agreement No. C20070686 with Theisen Architects to prepare design construction documents for

improvements and/or alterations to the Guemes Ferry Terminal Facility, resulting in Phase 1 of the original contract. Compensation is being increased by \$36,000 for a new total not to exceed \$56,000. All other terms and conditions of the original Agreement shall remain in effect. **(Amendment No. A20080052)**

29. Vendor Services Agreement with Birch Equipment Rental to provide equipment rental. The Agreement shall commence on April 1, 2008, and continue through March 31, 2009. Compensation shall not exceed \$100,000. **(Contract No. C20080219)**

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 \$36,727.76 (Transmittal No. C-34-08); and
 - b) Warrants numbered 269446 through 270139 from Clearing Fund 696 in the total dollar amount of \$1,962,096.60 (Transmittal No. C-35-08); and
 - c) Warrants numbered 270170 through 270210 from Clearing Fund 696 in the total dollar amount of \$101,918.67 (Transmittal No. C-36-08); and
 - d) Payroll Warrants numbered 222400 through 223216 from Clearing Fund 696 in the total dollar amount of \$2,140,296.37 (Transmittal No. P-11-08).
- 2) Marge Swint, Associate Planner, asked the Board to schedule Tuesday, April 8, 2008, at 9:30 a.m. for a closed record public meeting for final plat approval of the Plat of Windsong Ranch (PL05-0457).

A motion was made by Commissioner Dahlstedt to approve a closed record public meeting as outlined by Ms. Swint Commissioner Dillon seconded the motion, which passed unanimously.

- 3) Carly Ruacho, Senior Planner, asked the Board for approval to release kennel regulations and to set a public hearing to take public comment on the regulations for Tuesday, April 15, 2008, at 2:30 p.m.

A motion was made by Commissioner Dahlstedt to approve the release of kennel regulations and to set a public hearing to take public comment on the regulations for Tuesday, April 15, 2008, at 2:30 p.m. as outlined by Ms. Ruacho. Commissioner Dillon seconded the motion, which passed unanimously.

ADJOURNMENT:

Chairman Munks adjourned the proceedings.

**BOARD OF COMMISSIONERS
SKAGIT COUNTY, WASHINGTON**

Don Munks, Chairman

Kenneth A. Dahlstedt, Commissioner

Sharon D. Dillon, Commissioner

ATTEST:

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