

**RECORD OF THE PROCEEDINGS
SKAGIT COUNTY BOARD OF COMMISSIONERS
MONDAY, DECEMBER 3, 2012**

The Skagit County Board of Commissioners met in regular session on Monday, December 3, 2012, with Commissioners Kenneth A. Dahlstedt, Sharon D. Dillon, and Ron Wesen present.

I. CALL TO ORDER:

Chairman Dahlstedt called the proceedings to order at 10:30 a.m.

II. PLEDGE OF ALLEGIANCE:

Chairman Dahlstedt led the gallery in the salute to the flag.

III. AGENDA:

- a) *8:30 a.m. - 10:30 a.m. Briefing - County Commissioners/County Administrator
- b) 10:30 a.m. - 11:30 p.m. Budget and Finance - Trisha Logue, Director:

Chairman Dahlstedt introduced Budget and Finance Director Trisha Logue.

1. Public Hearing to Consider Testimony Regarding the 2013 Skagit County Budget

Ms. Logue explained the budget process and proposed budget amounts. The preliminary 2013 budget had been available to review since November 19, 2012. She said the proposed budget would maintain approximately two months of fund balance reserves. Ms. Logue briefed the Board on Central Valley Ambulance Authority's budget and Emergency Medical Services budget.

The proposed 2013 budget included known reductions in state funding and a 1% increase in property taxes. Ms. Logue said that the increase was dedicated to hiring 2.5 full-time employees in the Law and Justice system. New construction revenue was also included in the proposed 2013 budget as well as a levy shift from the road fund to the general fund in the amount of \$1,000,000. Ms. Logue shared the known and unknown impacts on the budget from the reduction of liquor tax revenue.

Chairman Dahlstedt asked about the 2.5 full-time employees in the Law and Justice system. Ms. Logue confirmed that two of the employees were for the Jail and .5 employee was a mandated position for the Public Defender's Office.

Also included in the proposed 2013 budget were 9 non-service closure days, a 2% cost of living adjustment, the policy to continue freezing positions for 90 days, 6 position reductions, 11 positions to fill, and \$400,000 to house prisoners outside Skagit County in order to alleviate some of the stress on the Skagit County Jail.

Ms. Logue pointed out that there were two changes made since publishing the proposed budget on November 19th. The first change was to the County Road Fund 117 and included decreased revenue from the Department of natural Resources related to the harvest of timber in the amount of \$1,076,000. The second change was to the Convention Center Fund 119 and included an increase of \$50,000 to match the proposed resolution to award Hotel/Motel funds for 2013.

Trisha Logue said that the Commissioners would make the final budget and levy adoptions on Tuesday, December 11, 2012, at 10:30 a.m.

Chairman Dahlstedt opened the public hearing at 10:41 a.m. Seeing no one present to give public testimony, Commissioner Dillon made a motion to close the public hearing, which was seconded by Commissioner Wesen. The motion passed unanimously.

Chairman Dahlstedt invited Skagit County EMS Commission Manager Earl Klinefelter to the podium to discuss their budget, the system evaluation of Central Valley Ambulance Authority, their coverage area, and the services they provide.

Chairman Dahlstedt invited Director of Community Services Jennifer Kingsley to the podium to discuss funding impacts on their recidivism services. Ms. Kingsley informed the Board that one of Community Services three priorities was reducing recidivism in community and that they strived to provide a continuum of care for individuals released from prison with drug and mental health treatment needs. Due to the change with the liquor tax revenue and other local revenue sources, they were now uncertain funding amounts. She said that the crisis center currently turned away 5 to 10 individuals a day.

County Administrator Tim Holloran thanked Trisha Logue and Chris Stamey for their work on the proposed 2013 budget. He also thanked the elected officials and department heads of Skagit County for turning in responsible budgets.

The Commissioners echoed Tim Holloran and they also thanked the employees of Skagit County for their hard work. Chairman Dahlstedt recessed the proceedings at 11:03 a.m.

- c) 1:30 p.m. - 2:00 p.m. Consent Agenda, Vouchers, Warrants, and Miscellaneous Items

Chairman Dahlstedt reconvened the proceedings at 1:30 p.m.

A motion was made by Commissioner Wesen to approve the consent agenda items 1 through 7, ratification items 8 and 9, vouchers and warrants for Monday, December 3, 2012.

Commissioner Dillon seconded the motion.

The vote passed unanimously.

- d) *3:00 p.m. - 4:00 p.m. Executive Session (None Scheduled as of the Date of this Notice)

IV. CONSENT AGENDA (items 1 through 7):

a) COMMISSIONERS:

1. Record of the Proceedings for Monday, November 26, 2012. **(Approved)**
2. Record of the Proceedings for Tuesday, November 27, 2012. **(Approved)**
3. Resolution approving the re-appointment of Keith Alesse to the Upper Skagit Library District Board of Trustees. The appointment is for a five-year term, beginning January 1, 2013, and ending December 31, 2017. **(Resolution No. R20120370)**
4. Resolution appointing Dan Lefeber to the Agricultural Advisory Board to serve the remainder of Kim Mower's term, ending December 31, 2013. **(Resolution No. R20120371)**

b) FACILITY MANAGEMENT:

5. Standard AIA Contract with Axthelm Construction, Inc. for the Skagit County Administration Building Auditor's Office Remodel Project, located at 700 South Second Street, Mount Vernon. Axthelm Construction Inc. has been awarded the contract in the amount of \$47,720 plus applicable sales tax. **(Contract No. C20120490)**

c) PLANNING AND DEVELOPMENT SERVICES:

6. Interlocal Agreement with Washington State Department of Commerce, State Energy Office, to develop a land use ordinance to enable and regulate small and mid-sized wind power projects. The Agreement shall commence on the date of execution, and ends on August 31, 2013. Compensation shall not exceed \$12,500 and is funded by a grant awarded to Skagit County, Agreement No. F12-52205-004. **(Contract No. C20120491)**

d) SUPERIOR COURT:

7. Personal Services Agreement with Allen R. Emerson and Associates to provide pro tem court reporter services for Skagit County. The Agreement shall commence on January 1, 2013, and continue until December 31, 2013. Compensation shall be paid at \$190 for a full day and \$95 for a half day. **(Contract No. C20120492)**

V. RATIFICATION AGENDA (items 8 and 9):

e) ADMINISTRATIVE SERVICES:

8. Resolution authorizing the ratification of an Interlocal Agreement with the Town of Hamilton to award Economic Development Public Facility grant funds per Resolution No. R20110298 for the Railroad Street Water Line Project, an extension of Contract No. C20110571. Work was not completed by the original contract deadline due to a misunderstanding of the ending date. **(Resolution No. R20120372)**
9. Interlocal Cooperative Agreement with the Town of Hamilton to award Economic Development Public Facility grant funds per Resolution No. R20110298 for the Railroad Street Water Line Project. The Agreement is an extension of Contract No. C20110571, is effective on September 20, 2012, and shall expire on January 31, 2013, or on completion of the project. The amount of the current award shall not exceed \$82,966.74. **(Contract No. C20120493)**

VI. VOUCHERS AND WARRANTS:

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 \$77,869.45 (Transmittal No. C-139-12); and
 - b) ACH Transfer Request Form and Certification to Trusteed Plans Service Corporation from Clearing Fund 696 in the total dollar amount of \$61,813.19 (Transmittal No. C-140-12); and
 - c) ACH Transfer Request Form and Certification to Washington Dental Service from Clearing Fund 696 in the total dollar amount of \$56,095.65 (Transmittal No. C-141-12); and
 - d) ACH Transfer Request Form and Certification to Trusteed Plans Service Corporation from Clearing Fund 696 in the total dollar amount of \$140,557.49 (Transmittal No. C-142-12); and
 - e) Warrants numbered 372757 through 373129 from Clearing Fund 696 in the total dollar amount

of \$2,009,147.41 (Transmittal No. C-143-12).

VII. ADJOURNMENT:

Chairman Dahlstedt adjourned the proceedings at 1:31 p.m. There were no executive sessions scheduled for the week of December 3, 2012.

**BOARD OF COMMISSIONERS
SKAGIT COUNTY, WASHINGTON**

Kenneth A. Dahlstedt, Chairman

Sharon D. Dillon, Commissioner

Ron Wesen, Commissioner

ATTEST:

Linda Hammons, Clerk of the Board