

SKAGIT COUNCIL OF GOVERNMENTS BOARD OF DIRECTORS MEETING MINUTES

Wednesday, October 15, 2014
Anacortes City Council Chambers
Anacortes, WA

MEMBERS PRESENT

Mayor Mike Anderson, City of Sedro-Woolley, Vice-Chair; Mayor Jill Boudreau, City of Mount Vernon; Commissioner Jim Cook, Skagit PUD; Mayor Joan Cromley, Town of Hamilton; Commissioner Ken Dahlstedt, Skagit County; Commissioner Sharon Dillon, Skagit County; Mayor Laurie Gere, City of Anacortes; Mayor Jason Miller, Town of Concrete (arrived 1:40 PM); Commissioner Ray Niver, Port of Anacortes; Commissioner Ron Wesen, Skagit County.

STAFF PRESENT

Kevin Murphy, Executive Director; Pam Carlson, Finance Manager; Mark Hamilton, Transportation Planner; Gabe Philips, Transportation Planner.

MINUTES

1. Mayor Anderson called the meeting to order at 1:30 PM.

Roll Call: Roll was taken with a quorum present.

2. Public Comments: There were no public comments.
3. Board of Directors Chair Report: Mayor Anderson said that there is a candidates forum tonight in Sedro-Woolley.
4. Executive Director's Report: Kevin Murphy said that the SCOG budget is currently being developed. He asked the Board members to let him know of anything they would like to see included in it.
5. Consent Agenda:
 - a. Approval of the September 17th, 2014 SCOG Board of Directors meeting minutes.
 - b. Approval of Accounts Payable Vouchers and Payroll Certification: AP voucher batches #107191 in the amount of \$5,541.95, and payroll certification for September 2014 in the amount of \$29,767.48.
 - c. Approval of Resolution 2014-11 to Appoint Auditing Officer for 2015.

Mayor Boudreau made a motion to approve the October 15th, 2014 consent agenda. The motion was seconded by Mayor Gere. The motion carried unanimously.

6. Action Items:
 - a. RLF Collection Decisions: Pam Carlson reported that the Revolving Loan Fund (RLF) Committee recommends that the three accounts presented be listed with a collection agency. However, after the RLF Committee meeting Mr. Williams, former owner of the Concrete Theater, made payments to bring his account current through October. Pam recommends allowing staff to list his account with collections if he should have another lapse in payments.

Commissioner Cook made a motion to have staff list the three accounts presented with a collection agency. Commissioner Dillon made a friendly amendment to Commissioner Cook's motion for staff to

list the former owner of the Concrete Theatre with a collection agency if any further payments are missed. Commissioner Cook accepted the friendly amendment. Mayor Boudreau seconded the motion. The motion carried unanimously.

- b. Resolution 2014-12 to Approve Revised Loan Documents: Pam Carlson explained that legal counsel has reviewed the proposed loan documents. Mayor Jill Boudreau made a motion to approve Resolution 2014-12 to Approve Revised Loan Documents. The motion was seconded by Commissioner Dahlstedt. The motion carried unanimously.
- c. Executive Director Annual Salary: Mayor Boudreau presented the Board of Directors with a data sheet comparing salaries of similar organizations in Washington State. Commissioner Dahlstedt made a motion to table the Executive Director's salary adjustment until the next meeting. The motion was seconded by Commissioner Cook. The motion carried unanimously.

7. Discussion Items:

- a. Puget Sound Energy – Infrastructure and Reliability: Kit Merrick gave a presentation on Puget Sound Energy's infrastructure. She highlighted several projects occurring in Skagit County to address reliability in outage prone areas and increase safety. Mayor Boudreau said that the City of Mount Vernon appreciates the opportunity to partner with Puget Sound Energy in the downtown's alleys.
- b. Council Round Table and Open Topic Discussion: No topics were discussed.

8. Information Items:

- a. The Board of Directors was presented with a monthly financial update. There were no questions. The Board of Directors was presented with information from the recent RLF meeting. There were no questions. The Board of Directors was presented with a record of payments. There were no questions. The Board of Directors was presented with a Washington Intergovernmental Review Form. There were no questions.

9. The next SCOG Board of Directors meeting will be November 19th, 2014 at the Burlington City Council Chambers at 2:30 PM.

The meeting adjourned at 2:06 PM.



Kevin Murphy, Executive Director
Skagit Council of Governments

Dated: 11-19-2014

Approved



Mayor Steve Sexton, City of Burlington
Board of Directors Chair
Skagit Council of Governments

Dated: 11-19-14