

Skagit Council of Governments

204 W Montgomery - Mount Vernon, WA 98273 - (360) 416-7876 - Fax (360) 416-7831 - jamesm@scog.net

SKAGIT COUNCIL OF GOVERNMENTS

Meeting Minutes

May 18th, 2011

Port of Skagit
Burlington, WA

Members Present: Mayor Ramon Hayes, Town of LaConner, (Chair); Commissioner Jim Cook, Skagit County PUD, (Vice-Chair); Mayor Mike Anderson, City of Sedro-Woolley; Mayor Ed Brunz, City of Burlington; Skagit County Commissioner Sharon Dillon; Councilman Eddie Hills, Town of Lyman; Mayor Dean Maxwell, City of Anacortes; Commissioner Ray Niver, Port of Anacortes; Mayor Bud Norris, City of Mount Vernon; Nancy Scott, alternate for Skagit County Commissioner Ken Dahlstedt; Councilwoman Joanne Valentine, City of Burlington, SKAT Representative; Jeanne Youngquist, alternate for Skagit County Commissioner Ron Wesen.

Staff Present: James Mastin, Transportation Director; Pam Carlson, Financial Administrator; Ric Boge, RCM Manager; Gabe Phillips, Transportation Planner.

The monthly meeting of the Skagit Council of Governments was called to order by Chair Ramon Hayes. Roll was taken with a quorum present.

1. Approval of April 20th, 2011 SCOG Board minutes: On motion by Mayor Dean Maxwell, City of Anacortes, seconded by Commissioner Ray Niver, Port of Anacortes, the April 20th, 2011 SCOG Board minutes were approved.
2. Public Comment: No public comments
3. Vouchers and Payroll Timesheets: On motion Commissioner Jim Cook, Skagit County PUD, seconded by Mayor Mike Anderson, City of Sedro-Woolley, the vouchers and payroll timesheets for May 2011 were approved.
4. RCM Program Update: Ric Boge gave an update on the progress of the RCM program including being featured in the national Flake HVAC Newsletter.
5. Revolving Loan Update: On motion by Mayor Dean Maxwell, City of Anacortes, seconded by Mayor Mike Anderson, City of Sedro-Woolley, a resolution to amend loan payment terms and adjustment on loan balance 05-11 was approved.

Pam Carlson requested the approval of Pat Mooney as a member of the RLF committee from district 1. A motion to approve him to the committee as a business professional up until the Port of Anacortes is assigned to have a position on the RLF committee was made by Skagit County Commissioner Sharon Dillon and seconded by Commissioner Ray Niver, Port of Anacortes. Motion passed.
6. SCOG Reorganization Update: A motion to approve the SCOG Intergovernmental Agreement was made by Skagit County Commissioner Sharon Dillon and Seconded by Mayor Dean Maxwell, City of Anacortes. Motion passed.

It was decided that the SCOG Personnel Manual will be contracted out to a private HR professional for updating.

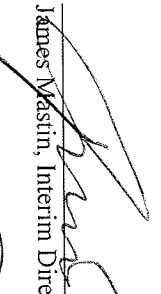
There was discussion regarding revising the SCOG bylaws. It was decided that James Mastin will compile the edits and create a new version of the bylaws and distribute to the board for review.

A motion to have James Mastin remain as the Interim Executive Director and Transportation Director as well as hire a full-time Financial Director with an initial salary of \$70,000 per year plus benefits was

made by Mayor Dean Maxwell and seconded by Skagit County Commissioner Sharon Dillon. Motion Passed.

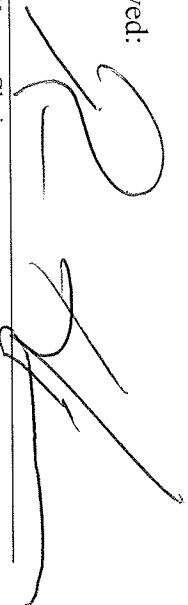
7. Next Meeting: June 15th, 2011.

8. Meeting Adjourned: On motion by Mayor Bud Norris, City of Mount Vernon, seconded by Mayor Ed Brunz, City of Burlington, the May 2011 SCOG Board meeting was adjourned.



James Mastin, Interim Director

Approved:



Ramon Hayes, Chair