

**RECORD OF THE PROCEEDINGS
SKAGIT COUNTY BOARD OF COMMISSIONERS
MONDAY, MARCH 14, 2005**

8:00 a.m. – 8:45 a.m.	Work Session – County Commissioners
8:45 a.m. – 9:30 a.m.	Work Session – County Administrator
10:00 a.m. – 10:15 a.m.	Bid Opening – Custer Field Lighting
10:15 a.m. – 10:30 a.m.	Bid Opening – Equipment Rental Contracts Over \$25,000
10:30 a.m. – 10:45 a.m.	2004 Fixed Asset Inventory Certification
11:00 a.m. – 11:30 a.m.	Consent Agenda and Miscellaneous Items
11:30 a.m. – 11:45 a.m.	Public Comment Period
1:30 p.m. – 3:30 p.m.	Executive Session – Personnel, Litigation and Land Acquisition

The Skagit County Commissioners met in regular session on Monday, March 14, 2005, with Commissioners Don Munks, Kenneth A. Dahlstedt and Ted W. Anderson present.

BID OPENING – CUSTER FIELD LIGHTING.

Patrik Dylan and Tawni Helms of the Parks and Recreation Department opened the following bid for lighting at Custer Field:

Sail Electric
911 Slater Road
Bellingham, WA 98226
Base Bid Price: \$158,407.99
Additive: \$14,091.74
Total Base Bid and Additive: \$172,499.73

Mr. Dylan said this bid is significantly higher than the engineer's estimate of \$128,000; however, a recommendation will be forthcoming.

BID OPENING – EQUIPMENT RENTAL CONTRACTS OVER \$25,000.

Cliff Butler and Margo Frydenlund of Public Works opened the following bids for equipment rental equipment that would exceed \$25,000:

Terex Utilities West
9426 8th Avenue South
Seattle, WA 98108
Various Equipment

Hertz Equipment Rental
225 Brae Boulevard
Park Ridge, NJ 07656
Various Equipment

United Rentals
1868 Walton Drive
Burlington, WA 98233
Various Equipment

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Van's Equipment Co.
212 County Shop Lane
Burlington, WA 98233
Various Equipment

Birch Equipment Rental
2609 Old 99 South
Mount Vernon, WA 98274
Various Equipment

Mr. Butler indicated that he would review the bids and recommendations would be forthcoming.

2004 FIXED ASSET INVENTORY CERTIFICATION.

Chris Stamey, Information Services, presented the Board with the 2004 Fixed Asset Inventory, explaining the listings of equipment, and the process of obtaining the inventory data.

Commissioner Dahlstedt moved to certify the 2004 Fixed Asset Inventory as presented by Mr. Stamey. Commissioner Anderson seconded the motion, which passed unanimously. The Board signed the Certification Form.

CONSENT AGENDA.

Commissioner Dahlstedt motioned to approve the Consent Agenda for Monday, March 14, 2005, items 1 through 34. Commissioner Anderson seconded the motion, which passed unanimously.

COMMISSIONERS' OFFICE:

1. Record of the Proceedings for Monday, February 28, 2005.

ADMINISTRATIVE SERVICES:

2. Amendment No. 3 to Interlocal Cooperative Agreement **No. C20030483** between Skagit County and the City of Anacortes, which will extend the contract for ambulance services through December 31, 2005. Additional compensation shall total \$482,134. The amendment also addresses response times, which may be reopened for negotiation after formal approval by the EMS Commission. All other terms and conditions of the original contract and subsequent amendments shall remain in effect. **(Amendment No. A20050048)**
3. Resolution authorizing reimbursement for the use of personal vehicles as follows: Assessor, Auditor, County Clerk and Treasurer - \$200 each per month; Skagit County Commissioners - \$750 each per month. **(Resolution No. R20050080)**
4. Resolution appointing Valerie Harris-Faddis to the Skagit County Emergency Medical Services (EMS) Commission to fill the position of ALS Field Care Personnel. Ms. Harris-Faddis will complete the remainder of retiring member Dave Faddis' term, which will expire on December 31, 2007. **(Resolution No. R20050081)**

AUDITOR:

5. Resolution AND Interlocal Cooperative Agreement between Skagit County and Yakima County, which authorizes the purchase of Help America Vote Act (HAVA) compliant ballot tabulation equipment. The agreement shall commence upon the date of execution and continue through December 31, 2005. **(Resolution No. R20050082 AND Contract No. C20050121)**

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BUDGET AND FINANCE:

6. Resolution authorizing the creation of Skagit County's Insurance Cost Assessment Policy for fiscal year 2004. **(Resolution No. R20050083)**
7. Interlocal Cooperative Agreement, per Resolution Nos. R20040180 and R20040192, between Skagit County and the City of Anacortes for the Reservation/Stevenson Road Sewer Extension Project. The agreement shall commence upon the date of execution with project completion expected to be within 24 months. Recommended funding shall total \$170,000, which is to be paid from public facilities funds. **(Contract No. C20050122)**
8. Interlocal Cooperative Agreement, per Resolution Nos. R20040180 and R20040192, between Skagit County and the City of Anacortes for the Jerry Smith Industrial Park Project. The agreement shall commence upon the date of execution with project completion expected to be within 24 months. Recommended funding shall total \$77,500, which will be paid from public facilities funds. **(Contract No. C20050123)**
9. Interlocal Cooperative Agreement, per Resolution Nos. R20040180 and R20040192, between Skagit County and the City of Anacortes for the 2005/2006 Downtown Improvement Project. The agreement shall commence upon the date of execution with project completion expected to be within 24 months. Recommended funding shall total \$90,000, which will be paid from public facilities funds. **(Contract No. C20050124)**
10. Personal Services Agreement with Phase West LLC to complete an economic impact feasibility analysis to evaluate the creation of a value-added agricultural product and business development facility. The Agreement shall commence on March 1, 2005, and continue until December 31, 2005. Total compensation will not exceed \$30,000. **(Contract No. C20050125)**

FACILITY MANAGEMENT:

11. Amendment A to Standard Form of Agreement **No. C20030272** with Tom Theisen, Architect, to provide services on additional projects as follows: roof replacement on the Continental Building; alterations to the Public Safety Building for the Skagit County Coroner; alterations to Hearing Rooms A, B, & C for Superior Courtrooms; upgrade of HVAC system in the Courthouse Annex; study of alterations to the Human Resources office; building and property analysis of 2221 Riverside Drive for the Family Resource Center; and a new shop/office/storage building at the Guemes Ferry Terminal. The amendment also extends the contract date through December 31, 2006, and increases the compensation amount by \$100,500 for a new contract total of \$240,500. All other terms and conditions of the original contract shall remain in effect. **(Amendment No. A20050049)**
12. Resolution calling for bids for improvements to licensing stations in the Auditor's Office. The bid opening will be held on Monday, April 11, 2005, at 9:45 a.m. **(Resolution No. R20050084)**

FARMLAND LEGACY PROGRAM:

13. Personal Services Agreement with Timmers Appraisal Services to conduct and prepare property evaluations, appraisal reviews, and/or appraisals, as directed, in order to determine the fair market value of perpetual conservation easements on agricultural lands and their associated fish and wildlife habitat. The agreement shall commence on March 1, 2005, and continue through December 31, 2006. Compensation is not to exceed a total of \$50,000. **(Contract No. C20050126)**

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HEALTH DEPARTMENT:

14. Amendment No. 1 to Intergovernmental Agreement **No. C20040163** between the Skagit County Health Department and the State of Washington Puget Sound Action Team, which extends the duration of the contract to June 30, 2005. All other terms and conditions of the original contract shall remain in effect. **(Amendment No. A20050050)**
15. 2005 Contract for the Region 3 Aids Service Network between Skagit County and the Snohomish Health District, per Resolution No. R20040083, which provides for continuation of services in the Department's HIV/AIDS clinic. The agreement shall commence on January 1, 2005, and continue through December 31, 2005. Compensation is expected to total \$51,415. **(Contract No. C20050127)**
16. Amendment No. 1 to the 2005-2006 Consolidated Contract **No. C20050048** between Skagit County and the State of Washington Department of Health, which provides \$298,285 in additional funding for the continuation of a variety of Health Department services. The amendment shall become effective upon the date of execution. All other terms and conditions of the original agreement shall remain in effect. **(Amendment No. A20050051)**

INFORMATION SERVICES:

17. Retainer Agreement with Diversint, Inc. to maintain and operate Skagit County's Regional Intergovernmental Network, which is used for public safety and other government-to-government services. The agreement shall commence upon the date of signing and continue until the contract total of \$10,000 is spent. **(Contract No. C20050128)**
18. Supplement No. 3 to Interlocal Cooperative Customer Service Agreement **No. 04685** between Skagit County and the City of Sedro-Woolley, which allows Skagit County Information Services to act as the technology support group for the City. In that capacity, they will manage the City's technology resources including repair, installation, configuration assistance, design, networking and many other services. The supplement shall commence upon the date of signing and remain in effect until January 1, 2008. All other terms and conditions of the original contract shall remain in effect. **(Amendment No. A20050052)**
19. Amendment No. 5 to Personal Services Agreement **No. C20020325** with ImageSource, Inc., which adds additional compensation in the amount of \$37,372.31 for software and hardware maintenance and support from January 31, 2005 through January 30, 2006. All other terms and conditions of the original contract shall remain in effect. **(Amendment No. A20050053)**

RECORDS MANAGEMENT:

20. Vendor Services Agreement with B & B Shredding, LLC to provide on-site shredding services and disposal of paper material monthly. The agreement shall commence on February 28, 2003 and continue through March 1, 2006. Compensation is not to exceed a total of \$10,000. **(Contract No. C20050129)**

PLANNING & DEVELOPMENT SERVICES:

21. Resolution establishing a commitment to initiate and complete a subarea plan for Alger. **(Resolution No. R20050085)**

SENIOR SERVICES:

22. Amendment No. 1 to the Corporation for National and Community Service Grant Award **No. C20050009** for the Senior Services Retired and Senior Volunteer Program. The amendment increases funding in the amount of \$526 for a new contract total of \$63,959 for 2005. All other

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terms and conditions of the original contract shall remain in effect. **(Amendment No. A20050054)**

YOUTH & FAMILY SERVICES:

23. Personal Services Agreement with Julian Byrd, LMHC to act as Project Coordinator for the Fetal Alcohol Spectrum Disorders Juvenile Court Project. The agreement shall commence on January 1, 2005, and continue through December 31, 2005. Compensation is not to exceed a total of \$40,160. **(Contract No. C20050130)**

PUBLIC WORKS:

24. Resolution calling for an update of vendor lists for maintenance materials and rental equipment. **(Resolution No. R2005086)**
25. Resolution authorizing a notice of road closure on Bow Hill Road at MP 3.00 and Ershig Road at MP 1.44 for the purpose of railroad grade crossing maintenance by Burlington Northern Santa Fe Railroad. **(Resolution No. R2005087)**
26. Certification of Road Fund Expenditures for Fish Passage Barrier Removal. This form is required by the County Road Administration Board and is designated to show the amount of Road Fund money is used for fish passage projects outside of the County road right-of-way in 2004, of which there were none. **(Approved)**
27. Resolution establishing County Road Project ES72000-6 for work needed at MP 3.5 on Little Mountain Road. Drainage improvements will be made to deal with excessive surface water runoff that freezes on the road during cold weather. Local funds in the amount of \$21,000 will be used for this project. **(Resolution No. R20050088)**
28. Cost/Share Agreement between the Skagit County Public Works Department and Paul and Virginia Eldridge to cover costs related to the bank stabilization project at 47782 Moen Road, Concrete. The agreement shall commence on January 17, 2005, and continue until March 30, 2005. Compensation is expected to total \$8,394.38. **(Contract No. C20050131)**
29. Amendment No. 1 to Personal Services Agreement **No. C20040173** with Montgomery Water Group, Inc., which revises the Scope of Work and increases compensation by \$266,000 for a new contract total of \$323,000 to cover Phase 2 of the Big Lake Drainage Master Plan. The purpose of this study is to compile all of the information needed to evaluate current conditions, and to develop short-, mid-, and long-term strategies to improve conveyance, water quality and reduce flooding in the Big Lake drainage basin. All other terms and conditions of the original contract shall remain in effect. **(Amendment No. A20050055)**
30. Amendment No. 2 to Personal Services Agreement **No. C20030242** with Semrau Engineering & Surveying, PLLC, which extends the expiration date to December 31, 2005, and updates the Compensation Fee Schedule for surveying services. All other terms and conditions of the original contract shall remain in effect. **(Amendment No. A20050056)**
31. Amendment No. 1 to Personal Services Agreement **No. C20020416** with Geo Engineers, which extends the expiration date of the contract to March 31, 2004. This amendment is being processed in order to compensate for an outstanding invoice. All other terms and conditions of the original contract shall remain in effect. **(Amendment No. A20050057)**
32. Amendment No. 1 to Personal Services Agreement **No. C20040108** with Lisser and Associates, PLLC, which extends the expiration date to December 31, 2005, and updates the Compensation Fee Schedule for surveying services. All other terms and conditions of the original contract shall remain in effect. **(Amendment No. A20050058)**

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33. Vendor Services Agreement with Arrow Launch Service, Inc. to provide an emergency passenger-only ferry service to and from Guemes Island during January 2005. The agreement shall commence on January 1, 2005, and continue through January 31, 2005. Compensation is not to exceed a maximum of \$17,300. **(Contract No. C20050132)**
34. Amendment No. 1 to Personal Services Agreement **No. C20040246** with Bayview Surveying, Inc., which extends the expiration date to December 31, 2005, and updates the Compensation Fee Schedule for surveying services. All other terms and conditions of the original contract shall remain in effect. **(Amendment No. A20050059)**

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, March 14, 2005, the Board by majority vote, did approve for payment those vouchers included in the above-mentioned list and further described as follows:

ACH Transfer Request Form and Certification to Premera Blue Cross from Clearing Fund 696 in the total dollar amount of \$52,089.95 (Transmittal No. C-28-05); and

ACH Transfer Request Form and Certification to Premera Blue Cross from Clearing Fund 696 in the total dollar amount of \$74,407.81 (Transmittal No. C-29-05); and

Warrants numbered 192225 through 192512 from Clearing Fund 696 in the total dollar amount of \$3,648,842.26 (Transmittal No. C-30-05); and

ACH Transfer Request Form and Certification to Premera Blue Cross from Clearing Fund 696 in the total dollar amount of \$100,086.00 (Transmittal No. C-31-05); and

Warrant number 192513 from Clearing Fund 696 in the total dollar amount of \$160,751.03 (Transmittal No. C-32-05); and

Warrants numbered 192514 through 192634 from Clearing Fund 696 in the total dollar amount of \$164,996.02 (Transmittal No. C-33-05); and

Warrants numbered 192635 through 192925 from Clearing Fund 696 in the total dollar amount of \$471,800.77 (Transmittal No. C-34-04); and

Payroll warrants numbered 162306 through 163073 in the total dollar amount of \$876,281.92 (Transmittal No. P-09-05); and

Payroll warrants numbered 965821 through 965966 from Clearing Fund 696 in the total dollar amount of \$158,754.52 (Transmittal No. P-10-05).

2. Staff presented an Interlocal Cooperative Purchasing Agreement between Skagit County and Lewis County for the purchasing of supplies, material, equipment, or services that may be required from time to time.

Commissioner Dahlstedt motioned to approve the agreement as outlined. The motion was seconded by Commissioner Anderson and passed unanimously. **(Contract No. C20050133)**

3. Carly Ruacho, Associate Planner, stated that the Board approved a public hearing on Tuesday, March 22, 2005, at 10:00 a.m. to consider the Planning Commission's Recorded Motion on the Parks Plan Amendment. However, the Board should have authorized a public meeting instead of

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a public hearing. Ms. Ruacho asked the Board to amend their previous motion and authorize a public meeting instead.

Commissioner Dahlstedt moved to hold a public meeting on Tuesday, March 22, 2005, at 10:00 a.m. to consider the Planning Commission's Recorded Motion on the proposed Parks Plan Amendment. The motion was seconded by Commissioner Anderson, and passed unanimously.

PUBLIC COMMENT PERIOD.

Dick Knight, George Jay and Debbie Cluff of Blanchard, encouraged the Commissioners to approve the McElroy Slough Project.

ADJOURNMENT.

Commissioner Dahlstedt made a motion to adjourn the proceedings. Commissioner Anderson seconded the motion, which passed unanimously.

**BOARD OF COMMISSIONERS
SKAGIT COUNTY, WASHINGTON**

Don Munks, Chairman

Kenneth A. Dahlstedt, Commissioner

Ted W. Anderson, Commissioner

ATTEST:

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