

**RECORD OF THE PROCEEDINGS
SKAGIT COUNTY BOARD OF COMMISSIONERS
MONDAY, DECEMBER 10, 2007**

I. AGENDA:

- A. *8:00 a.m. - 10:00 a.m. Briefing - County Commissioners/Administrator/Deputy Administrator

- B. 10:00 a.m. - 11:00 a.m. Adoption of 2008 Skagit County Budget

Trisha Logue, Budget & Finance Director, reviewed the 2008 budget process, which began in July of 2007. She indicated the County has an expense budget of \$163,585,645 and a revenue budget of \$148,443,293.

According to Ms. Logue, a Public Hearing is scheduled for Tuesday, December 11, 2007, to set the 2008 budget and levy rates.

The Commissioners each provided comments and thanked the County's Finance Department for their hard work in putting the 2008 budget together.

A motion was made by Commissioner Don Munks to approve the 2008 Skagit County budget as presented. Commissioner Kenneth A. Dahlstedt seconded the motion, which passed unanimously.

- C. 11:00 a.m. - 11:15 a.m. Consent Agenda

A motion was made by Commissioner Don Munks to approve the Consent Agenda for Monday, December 10, 2007, items 1 through 48 and items 50 through 51. item 49 was removed pending further information. Commissioner Kenneth A. Dahlstedt seconded the motion, which passed unanimously.

- D. 11:15 a.m. - 11:30 a.m. Miscellaneous Items

- 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 \$122,374.79 (Transmittal No. C-185-07).
- b) Warrants numbered 262347 through 262767 from Clearing Fund 696 in the total dollar amount of \$561,957.39 (Transmittal No. C-186-07)
- c) Payroll warrants 216692 through 217501 in the total dollar amount of \$1,172,703.97 (Transmittal No. P-45-07); and

- d) Payroll transmittal, Junior District Payroll, warrants 977162 through 977430 in the total dollar amount of \$279,276.21 (Transmittal No. P-46-07).

A motion was made by Commissioner Don Munks to approve a Labor Agreement between the Skagit County Board of Commissioners and Skagit County Employees represented by the International Federation of Professional and Technical Engineers, Local #17. **(Contract No. C20070687)** Commissioner Kenneth A. Dahlstedt seconded the motion, which passed unanimously.

A motion was made by Commissioner Don Munks to approve a resolution showing support for locating a University of Washington campus in north Marysville. **(Resolution No. R20070600)** Commissioner Kenneth A. Dahlstedt seconded the motion, which passed unanimously.

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

No one was present for the public comment period.

- F. 1:30 p.m. - 2:00 p.m. Update - McIntyre Hall

McIntyre Hall Architect Marc Estvold introduced officials representing McIntyre Hall, including Public Facilities District (PFD) member Mike Crawford and Skagit Valley College President Gary Tollefson. Mr. Estvold reviewed plans for a \$3.5 million expansion, which includes building a full kitchen, expanding the conference hall on the west end of the building, and adding storage space on the north end. The ticketing area at the east end of the building also would be changed to improve security.

McIntyre Hall is funded by a 0.033 percent sales tax, which is a small fraction of the tax that's already collected within the PFD.

Mr. Estvold said Susan Musselman, Financial Advisor for the County, is currently looking at financing options that include selling bonds.

Commissioner Dahlstedt stated it is imperative to obtain approval from the cities prior to the expansion moving forward.

Mr. Crawford added that members of the PFD have looked at the upgrades closely and agree they are necessary. The McIntyre family also supports the project. The PFD would also be contacting the cities as well to make sure they are on board with the proposal.

Mr. Tollefson read a resolution signed by the Skagit Valley College Board of Trustees on November 12, 2007, stating their support of the project.

The Commissioners agreed they were in favor of any enhancements proposed for McIntyre Hall.

- G. 2:00 p.m. - 4:00 p.m. Executive Session - Litigation

Executive Session commenced at 2:00 p.m. and finished at 4:00 p.m.

II. CONSENT AGENDA:

a) COMMISSIONERS' OFFICE:

1. Record of the Proceedings for Monday, December 3, 2007. **(Approved)**
2. Record of the Proceedings for Tuesday, December 4, 2007. **(Approved)**

b) ADMINISTRATIVE SERVICES:

3. Amendment No. 1 to Personal Services Agreement No. C20070198 between Skagit County and Don Slack, M.D. who provides services as the Medical Director for Skagit County. The amendment extends the expiration date to December 31, 2008, and adds 4% to the compensation amount, for a new contract total of \$176,132.10. All other terms and conditions of the original contract shall remain in effect. **(Amendment No. A20070172)**

c) AUDITOR'S OFFICE:

4. Resolution to authorize closing the Best Place Fund 126 in the amount of \$65 and transferring it to General Fund 001. **(Resolution No. R20070584)**

d) BUDGET AND FINANCE:

5. Amendment No. 2 to Funding Agreement No. C20070137 with the Skagit County Community Action Agency, which amends the original submitted budget for the Channel Cove Project. The HUD 1% monitoring fee of \$15,179 and \$12,000 for HUD technical assistance shall be shifted to \$18,000 for a staff position to oversee the project and the remaining \$9,179 shall be used for maintenance. The expiration date of the contract is also being extended from December 31, 2007, to December 31, 2008. All other terms and conditions of the original contract shall remain in effect. **(Amendment No. A20070173)**

e) CORONER'S OFFICE:

6. Personal Services Agreement with Daniel Selove, M.D. to provide various services as requested by the Skagit County Coroner. The agreement shall commence on January 1, 2008, and continue through December 31, 2008. Compensation is not to exceed a total of \$150,000. **(Contract No. C20070666)**
7. Personal Services Agreement with Sigmund Menchel, M.D. to provide various services as requested by the Skagit County Coroner. The agreement shall commence on January 1, 2008, and continue through December 31, 2008. Compensation is not to exceed a total of \$150,000. **(Contract No. C20070667)**

f) HEALTH DEPARTMENT:

8. Medical Service Agreement with Group Health Cooperative, which provides

the mechanism for GHC to pay for influenza immunizations their clients receive at the Public Health Department. The agreement shall commence on January 1, 2008, and continue through December 31, 2009. **(Contract No. C20070668)**

g) HUMAN RESOURCES:

9. Amendment No. 1 to Personal Services Contract No. C20050023, which changes the original name of the contractor from Acordia, Inc. to their new name, Wells Fargo Insurance Services of Washington, LLC. All other terms and conditions of the original contract shall remain in effect. **(A20070174)**
10. Resolution establishing salary levels for certain Skagit County Elected Officials for 2008. **(Resolution No. R20070585)**
11. Resolution establishing 2008 salary increases for regular full-time and regular part-time non-represented employees. **(Resolution No. R20070586)**
12. Resolution authorizing the Skagit County Voluntary Medical Incentive Program for non-represented employees. **(Resolution No. R20070587)**

h) HUMAN SERVICES:

13. Personal Services Agreement with Washington Vocational Services for providing assistance on a monthly basis to adult and transition aged youth job seekers with developmental disabilities living in Skagit County through a "Job Club" format. The agreement shall commence on January 1, 2008, and continue through December 31, 2008. Compensation is not to exceed a total of \$6,000. **(Contract No. C20070669)**
14. Amendment No. 1 to Personal Services Agreement No. C20070504, which increases the amount of 2008 Millage Funds allocated to the Skagit Preschool And Resource Center (SPARC), Parent to Parent Program by \$10,000, for a new contract total of \$40,375. All other terms and conditions of the original contract shall remain in effect. **(Amendment No. A20070175)**
15. Personal Services Agreement with SPARC to provide evaluations for children age birth to three who have been referred for developmental assessments due to concerns in cognitive, physical, social, emotional, communication, or adaptive skills through the Connections to Services Program. The agreement shall commence on January 1, 2008, and continue through December 31, 2008. Compensation is not to exceed \$15,000. **(Contract No. C20070670)**
16. Resolution ratifying a Personal Services Agreement with Phoenix Recovery Services. **(Resolution No. R20070588)**
17. Personal Services Agreement with Phoenix Recovery Services to provide mental health and substance abuse treatment for persons with methamphetamine addiction. The contract commenced on November 1, 2007, and shall continue through August 31, 2008. Compensation shall not

exceed a total of \$88,996. **(Contract No. C20070671)**

18. Amendment No. 1 to Program Agreement No. C20070395 with the Department of Social and Health Services - Division of Developmental Disabilities for the 2007-2009 biennium to provide additional funding in the amount of \$565,957 for developmental disability services to clients in the community. The Contract period is July 1, 2007, through June 30, 2009. Maximum compensation shall not exceed a total of \$2,046,699. All other terms and conditions of the original contract shall remain in effect. **(Amendment No. A20070176)**
19. Resolution appointing Timm Forthun to serve a three-year term on the Skagit County Substance Abuse Board, beginning December 1, 2007, through November 30, 2010. **(Resolution No. R20070589)**
20. Resolution appointing Rebecca Peck to serve a three-year term on the Skagit County Substance Abuse Board, beginning December 1, 2007, through November 30, 2010. **(Resolution No. R20070590)**

i) INFORMATION SERVICES:

21. Amendment No. 1 to Contract Agreement No. C20050253 between Skagit County and Handel Information Technologies, which adds a new section titled "Management of County Supplied Juvenile Information" to the agreement. The purpose of this is data conversion of the existing case management system to the Rite Track Case Management System. All other terms and conditions of the original contract shall remain in effect. **(Amendment No. A20070177)**
22. Dark Fiber Optic Lease Agreement between Skagit County and Black Rock Cable to install and manage a fiber optic line from the Skagit County Courthouse to 2021 College Way, Mount Vernon. The agreement shall commence upon the date of execution and continue for one year. The agreement shall automatically renew for a one year extension term unless either party gives notice. Compensation shall not exceed a total of \$3,995. **(Contract No. C20070672)**
23. Personal Services Agreement with Mental Velocity, Inc. to provide maintenance and support services for the Septic Manager application. The agreement commenced on December 1, 2007, and shall continue through December 31, 2008. Compensation is not to exceed a total of \$35,000. **(Contract No. C20070673)**
24. Personal Services Agreement with Mental Velocity, Inc. to provide software development services for County projects. The agreement commenced on December 1, 2007, and shall continue through December 31, 2008. Compensation is not to exceed a total of \$35,000. **(Contract No. C20070674)**

j) PLANNING & DEVELOPMENT SERVICES:

25. Personal Services Agreement with Kelly Services, Inc. to provide front desk reception and/or professional clerical services for calendar year 2008 at a

rate of \$16.35 per hour, for a not-to-exceed total of \$25,000. **(Contract No. C20070675)**

26. Amendment No. 2 to Centennial Clean Water Fund Grant Agreement No. C20070200 (Grant No. G0700153) with the State of Washington Department of Ecology, which modifies the scope of work and amends the grant agreement to begin on January 1, 2007, and remain effective through October 16, 2011. All other terms and conditions of the original agreement shall remain in effect. **(Amendment No. A20070178)**
27. Amendment No. 1 to Washington State Water Pollution Control Revolving Fund Loan Agreement No. C20070201 (Grant No. L0700010) with the State of Washington Department of Ecology, which modifies the scope of work and amends the grant agreement to begin on January 1, 2007, and remain effective through October 16, 2011. All other terms and conditions of the original agreement shall remain in effect. **(Amendment No. A20070179)**
28. Amendment No. 1 to Personal Services Agreement No. C20070287 with Miller Consulting, which revises the Scope of Work for the Hamilton Relocation/Floodway Open Space Planning. All other terms and conditions of the original contract shall remain in effect. **(Amendment No. A2007018)**

k) PROSECUTING ATTORNEY'S OFFICE:

29. Resolution ratifying a Personal Services Agreement with Lisa A. Rolston, dba Likkel & Associates, Inc. for court reporting services. **(Resolution No. R20070591)**
30. Personal Services Agreement with Lisa A. Rolston, dba Likkel & Associates, Inc. to provide court reporting and transcription services for victim, and/or witness interviews and depositions. The agreement commenced on March 15, 2007, and shall continue through December 31, 2007. Compensation is not to exceed a total of \$5,000. **(Contract No. C20070676)**
31. Resolution authorizing the execution of Interlocal Cooperative Agreements between Skagit County and other public agencies pursuant to terms in the Interlocal Cooperation Act. All executed Interlocal Agreements shall be listed by subject on the County's public internet site. **(Resolution No. R20070592)**

l) SHERIFF:

32. Resolution declaring a sole source purchase for a new Eagle Tactical Headset from Atlantic Signal, LLC. **(Resolution No. R20070593)**
33. Resolution ratifying a Personal Services Agreement with Public Safety Selection, PC. **(Resolution No. R20070594)**
34. Personal Services Agreement with Public Safety Selection, PC to provide psychological examinations for potential and existing employees of the Skagit County Sheriff's Office. The agreement commenced on September 1, 2007, and shall continue through December 31, 2008. Compensation is not to

exceed \$350 plus mailing costs per exam. **(Contract No. C20070677)**

35. Interlocal Cooperative Agreement, per Resolution No. 16389, between Skagit County and Whatcom County's Northwest Minichain to provide transportation services for prisoners. The agreement shall commence on January 1, 2008, and continue through December 31, 2008. Compensation is not to exceed a total of \$23,174. **(Contract No. C20070678)**
36. Resolution declaring Remington Arms Company the sole source provider for Eye Ball R1 Camera System at the Skagit County Sheriff's Office. **(Resolution No. R20070595)**

m) YOUTH & FAMILY SERVICES:

37. Interlocal Cooperative Agreement, per Resolution No. R20060282, between Skagit County and the Mount Vernon School District to provide resources for Youth and Family Services to contract with a vocational services provider to deliver vocational services for youth who have been held in detention facilities in Skagit, Island, or Whatcom Counties. The agreement commenced on November 1, 2007, and shall continue through August 31, 2008. Compensation is not to exceed a total of \$38,136. **(Contract No. C20070679)**
38. Resolution authorizing an Interlocal Cooperative Agreement with Whatcom County to formalize the coordination and delivery of vocational services for youth at Juvenile Justice Facilities in Whatcom County. **(Resolution No. R20070596)**
39. Resolution ratifying an Interlocal Cooperative Agreement with Whatcom County for the delivery of vocational services for youth at Juvenile Justice Facilities in Whatcom County. **(Resolution No. R20070597)**
40. Interlocal Cooperative Agreement between Skagit County and Whatcom County to provide delivery of vocational services for youth at Juvenile Justice Facilities in Whatcom County. This project is a cooperative effort of the Department of Youth & Family Services, Island and Whatcom Counties Juvenile Court, the Mount Vernon and Bellingham School Districts, and Northwest Educational Service District No. 189. The agreement commenced on November 1, 2007, and shall continue through August 31, 2008. **(Contract No. C20070680)**
41. Business Class Service Order Agreement between Skagit County and Comcast to provide television service for Skagit County Juvenile Detention. The agreement shall commence upon the date of signature and continue indefinitely at a cost of \$92.50 per month. **(Contract No. C20070681)**
42. Resolution ratifying an Interlocal Cooperative Agreement between Northwest Educational Service District No. 189 and Skagit County for services provided in the collaborative Safe Schools/Healthy Students Initiative. **(Resolution No. R20070598)**
43. Amendment No. 1 to Personal Services Agreement No. C20070164 with Carol R. Hundahl, dba Phoenix Recovery Services, which replaces and adds several

exhibits and provides an Alcohol Drug Information School class and two CDDA assessment/outpatient costs for Fiscal Years 2008 and 2009. All other terms and conditions of the original contract shall remain in effect. **(Amendment No. A20070181)**

44. Personal Services Agreement with the Northwest Services Council, dba Northwest Workforce Development Council to provide direct vocational counseling services to young people in Juvenile Detention facilities in Skagit, Island and Whatcom Counties. The agreement commenced on November 7, 2007, and shall continue until August 31, 2008. Compensation is not to exceed \$38,136. **(Contract No. C20070682)**

n) PUBLIC WORKS:

45. Vendor Services Agreement with Skagit City Turf to provide Hydro Seeding for various projects. The agreement commenced December 3, 2007, and shall continue through December 3, 2009. Compensation is not to exceed a total of \$23,000. **(Contract No. C20070683)**
46. Vendor Services Agreement with Industrial Mowing and Spraying to provide mowing services for various Skagit County locations. The agreement commenced on December 3, 2007, and shall continue through December 3, 2009. Compensation is not to exceed a total of \$23,000. **(Contract No. C20070684)**
47. Resolution ratifying Amendment No. 1 to Personal Services Agreement No. C20070113 with Skagit Fisheries Enhancement Group. **(Resolution No. R20070599)**
48. Amendment No. 1 to Personal Services Agreement No. C20070113 with Skagit Fisheries Enhancement Group, which expands the contract period to allow the Contractor to invoice the County for work conducted between January 1, 2007, and February 20, 2007. All other terms and conditions of the original contract shall remain in effect. **(Amendment No. A20070182)**
49. Amendment No. 3 to Personal Services Agreement No. C20060402 with W. Eugene Sampley, P.E, which extends the agreement through January 31, 2008, and adds an additional \$25,000 for a new contract total of \$182,000. **(This item was removed pending further information)**
50. Personal Services Agreement with Geomatrix Consultants, Inc. to provide environmental expertise to assist the County in evaluating remedial alternatives and quantify remedial costs for the former Sinnes Road Landfill. **(Contract No. C20070685)**
51. Abbreviated Standard Form of Agreement between Skagit County and Theisen Architects to provide services in connection with the Skagit County Guemes Ferry Terminal Improvement Project - Anacortes side. The agreement shall commence upon the date of execution and continue until the project is complete. Compensation is not to exceed a total of \$21,000. **(Contract No. C20070686)**

ADJOURNMENT:

Chair Dillon adjourned the proceedings.

**BOARD OF COMMISSIONERS
SKAGIT COUNTY, WASHINGTON**

Sharon D. Dillon, Chairman

Don Munks, Commissioner

Kenneth A. Dahlstedt, Commissioner

ATTEST:

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