

**RECORD OF THE PROCEEDINGS  
SKAGIT COUNTY BOARD OF COMMISSIONERS  
TUESDAY, FEBRUARY 17, 2009**

The Skagit County Board of Commissioners met in regular session on Tuesday, February 17, 2009, with Commissioners Kenneth A. Dahlstedt, and Sharon D. Dillon present.

I. CALL TO ORDER:

Chairman Dahlstedt called the proceedings to order at 9:33 a.m.

Commissioner Ron Wesen's absence was excused because he was attending a Farm Bureau Meeting in Maryland.

II. PLEDGE OF ALLEGIANCE:

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

III. AGENDA:

A. 8:00 a.m. - 9:30 a.m. Briefing - County Commissioners/Administrator

B. 9:30 a.m. - 10:30 a.m. Public Works Department - Jeff Miller, Interim Director

1. Update - Drainage Utility Accomplishments and Goals

Assistant Surface Water Manager Jan Flagan reviewed Skagit County Drainage Utility rates. Ms. Flagan indicated Skagit County rates are modest when they are compared to other municipalities. She stated the Drainage Utility generates approximately \$1.7 million per year in revenue. She went on to say the management of the Drainage Utility has changed its focus from fixing drainage problems when they occur to preventing problems before they occur.

Ms. Flagan reported the projects completed in 2008 as follows: Stevens Creek Culvert Replacement; Maupin Road Conveyance Improvement; Cockreham Levee Toe Repair Mitigation; Jackman Creek Mitigation; Sunset Lane Drainage Conveyance; O'Brian Creek Culvert Replacement; McLean Road Culvert Installation; Collins Road at Hospital Drive; and Fish Creek Conveyance Improvement.

Ms. Flagan advised the Commissioners of the upcoming projects for the Utility District, which include: Big Lake; Bay View Plan; and the National Pollution Discharge Elimination Systems (NPDES) Phase II Permit Compliance;

The Commissioners thanked the Drainage Utility for the update.

2. Miscellaneous

There were no miscellaneous items for Public Works to discuss.

Chairman Dahlstedt recessed the proceedings at 10:00 a.m.

- C. 11:00 a.m. - 11:30 a.m. Consent Agenda and Miscellaneous Items
- D. 11:30 a.m. - 11:45 a.m. Public Comment Period

There was no one present for public comment period.

Chairman Dahlstedt adjourned the proceedings at 11:30 a.m.

IV. CONSENT AGENDA:

Chairman Dahlstedt reconvened the proceedings at 11:01 a.m.

A motion was made by Commissioner Dillon to approve the Consent Agenda items 1 through 9, and items 11 through 24, Ratification Agenda items 25 through 38, vouchers and miscellaneous items as presented for Tuesday, February 17, 2009.

**(Item No. 10 was removed from the Consent Agenda pending further discussion)** Chairman Dahlstedt seconded the motion, which passed unanimously. Commissioner Ron Wesen's absence was excused

a) COMMISSIONERS' OFFICE:

- 1. Record of the Proceedings for Monday, February 9, 2009. **(Approved)**
- 2. Record of the Proceedings for Tuesday, February 10, 2009. **(Approved)**

b) ADMINISTRATIVE SERVICES:

- 3. Resolution authorizing the closure of the petty cash account at the Upriver Services Office originally authorized via Resolution No. 12626. **(Resolution No. R20090068)**

c) BUDGET & FINANCE:

- 4. Resolution modifying Skagit County's Cost Assessment Policy. **(Resolution No. R20090069)**
- 5. Resolution establishing 2008 Cost Allocations to County funds. **(Resolution No. R20090070)**
- 6. Personal Services Agreement with Debt Recovery Specialists to provide collection services for the County's non Law & Justice departments. The agreement commenced on February 1, 2009, and shall continue through January 31, 2012. Cost and fees shall vary depending on the services being provided. **(Contract No. C20090102)**

d) FACILITIES:

7. Resolution awarding the Mount Vernon Senior Center Exterior Door Protection Project to Simon Home Services for the low bid amount of \$4,335, plus applicable sales tax. **(Resolution No. R20090071)**
  8. Resolution awarding the Skagit County Miscellaneous Casework and Minor Remodeling Project at four locations at the downtown Skagit County campus to Dimock Construction, LLC for the low bid of \$15,859.47, plus applicable sales tax. **(Resolution No. R20090072)**
  9. Personal Services Agreement with Gustafson & Associates to prepare appraisal reports based on inspection and market investigation of real properties as requested by the Capital Facilities Manager. The agreement shall commence upon the date of execution and continue through December 31, 2010. Compensation is not to exceed a total of \$12,000. **(Contract No. C20090103)**
- e) HEALTH DEPARTMENT:
10. Personal Services Agreement with Skagit Business & Staffing to provide temporary clerical support on an emergency basis. The agreement shall commence upon the date of execution and continue through December 31, 2009. Compensation is not to exceed \$10,000. **(This item was removed from the Consent Agenda pending further discussion)**
- f) HUMAN RESOURCES:
11. Amendment No. 1 Personal Services Agreement No. C20080631 with Daphne R. Schneider & Associates, which adds an additional \$4,500 in compensation for a new contract total amount of \$14,500. All other terms and conditions of the original contract shall remain in effect. **(Amendment No. A20090009)**
- g) HUMAN SERVICES:
12. Amendment No. 2 to Interlocal Cooperative Agreement No. C20080033 with the Stillaguamish Tribe of Indians, which decreases Group Care Enhancement services and funding. The new maximum contract amount shall not exceed \$101,834.56. All other terms and conditions of the original contract, including Amendment No. 1, shall remain in effect. **(Amendment No. A20090010)**
- h) PARKS & RECREATION:
13. Rafting Contract with Chinook Expeditions, which allows the contractor to launch from and/or exit onto County property commonly known as the Howard Miller Steelhead Park. The agreement shall commence upon the date of execution and continue through November 30, 2009. The contractor agrees to pay the County a non-refundable permit fee of \$150. **(Contract No. C20090104)**

14. Rafting Contract with North Cascades River Expeditions, which allows the contractor to launch from and/or exit onto County property commonly known as the Howard Miller Steelhead Park. The agreement shall commence upon the date of execution and continue through November 30, 2009. The contractor agrees to pay the County a non-refundable permit fee of \$150. **(Contract No. C20090105)**
15. Vendor Services Agreement with Skagit Fisheries Enhancement Group to provide tree and shrub planting at Northern State Recreation Area in Sedro-Woolley and follow-up with invasive control according to the CREP plan. The agreement shall commence on February 24, 2009, and continue through February 23, 2010. Compensation is not to exceed a total of \$9,707. **(Contract No. C20090106)**

i) PLANNING & DEVELOPMENT SERVICES:

16. Resolution appointing Matthew Mahaffie to the Skagit County Planning Commission for a four year term effective February 1, 2009, through January 31, 2013. **(Resolution No. R20090073)**
17. Resolution appointing Mary J. McGoffin to the Skagit County Planning Commission for a four year term effective February 1, 2009, through January 31, 2013. **(Resolution No. R20090074)**

j) PUBLIC WORKS:

18. Resolution authorizing a call for bids for one (1) new or used 50 ton, folding gooseneck low boy trailer. The bid opening will be held on Monday, March 9, 2009, at 2:00 p.m. **(Resolution No. R20090075)**
19. Resolution awarding the bid for the haul out and maintenance of the vehicle and passenger ferry M/V Guemes to Puglia Engineering, inc. in the amount of \$176,075.20. **(Resolution No. R20090076)**
20. On-Call Emergency Vendor Services Agreement with Scimitar Construction to provide services/products related to debris removal, erosion control, heavy equipment, pipeline repair, resurfacing/street repair/construction and sand and gravel in the event of an emergency. The agreement shall commence upon the date of official declaration of an emergency by the Board of County Commissioners and continue for one year. Compensation is not to exceed a total of \$100,000. **(Contract No. C20090107)**
21. On-Call Emergency Event Vendor Services Agreement with Powell Trucking and Excavation to provide services/products related to chain saws, debris removal, heavy equipment, rock/screenings/riprap and sand and gravel in the event of an emergency. The agreement shall commence upon the date of official declaration of an emergency by the Board of Skagit County Commissioners and continue for one year. Compensation is not to exceed a total of \$100,000. **(Contract No. C20090108)**
22. On-Call Emergency Event Vendor Services Agreement with Haner Road Construction, dba Haner Logging Company, Inc. to provide

services/products related to bridge construction, chain saws, culvert pipe, debris removal, heavy equipment and tree removal/trimming services in the event of an emergency. The agreement shall commence upon the date of official declaration of an emergency by the Board of Skagit County Commissioners and continue for one year. Compensation is not to exceed a total of \$100,000. **(Contract No. C20090109)**

23. Amendment No. 2 to Local Agency Standard Consultant Agreement No. C20070189 with Leonard, Boudinot & Skodje, Inc. to provide engineering services for the Fruitdale Road and McGarigle Road Improvement Project. Additional compensation in the amount of \$27,540 is added to the contract for a new total of \$278,740. All other terms and conditions of the original contract shall remain in effect. **(Amendment No. A20090011)**

k) YOUTH & FAMILY SERVICES:

24. Personal Services Agreement with G. Andrew H. Benjamin, J.D., PhD to provide training and consultation to the Parenting Evaluation and Treatment Program. The agreement commenced on February 14, 2009, and shall continue through December 31, 2009. Compensation is not to exceed a total of \$16,120. **(Contract No. C20090110)**

V. CONTRACT RATIFICATIONS:

l) BUDGET & FINANCE:

25. Resolution ratifying the execution of funding agreements, pursuant to Substitute House Bill 2163 for low-income housing. **(Resolution No. R20090077)**
26. Funding Agreement between Skagit County and Compass Health, which allows for the distribution of low-income housing funds in the amount of \$45,000, pursuant to Substitute House Bill 2163. The agreement commenced on January 1, 2009, and shall continue through December 31, 2010. This agreement is for the construction completion of the Milwaukee Park Apartments Project. Funds were authorized per Resolution No. R20080559. **(Contract No. C20090111)**
27. Funding Agreement between Skagit County and the Skagit Valley YMCA, which allows for the distribution of low-income housing funds in the amount of \$25,000, pursuant to Substitute House Bill 2163. The agreement commenced on January 1, 2009, and shall continue through December 31, 2010. This agreement is for the operational support of the Oasis Teen Shelter. Funds were authorized per Resolution No. R20080559. **(Contract No. C20090112)**
28. Funding Agreement between Skagit County and the Anacortes Community Shelter, which allows for the distribution of low-income housing funds in the amount of \$45,000, of which \$30,000 is for capital and \$15,000 is for operations, pursuant to Substitute House Bill 2163. The agreement commenced on January 1, 2009, and shall continue through December 31, 2010. The agreement is for the continued construction of a 9-unit shelter for

women, children and families. Funds were authorized per Resolution No. R20080559. **(Contract No. C20090113)**

29. Funding Agreement between Skagit County and Skagit County Community Action, which allows for the distribution of low-income housing funds in the amount of \$37,000, pursuant to Substitute House Bill 2163. The agreement commenced on January 1, 2009, and shall continue through December 31, 2010. The agreement is for planning and development funding for the Community Land Trust, Channel Cove Project. Funds were authorized per Resolution No. R20080559. **(Contract No. C20090114)**
30. Funding Agreement between Skagit County and Skagit County Community Action Agency, which allows for the distribution of low-income housing funds in the amount of \$52,000, to provide direct services to help individuals and families attain sustainability, pursuant to Substitute House Bill 2163. The agreement commenced on January 1, 2009, and shall continue through December 31, 2010. Funds were authorized per Resolution No. R20080559. **(Contract No. C20090115)**
31. Funding Agreement between Skagit County and Skagit County Community Action Agency, which allows for the distribution of low-income housing funds in the amount of \$28,000, pursuant to Substitute House Bill 2163. \$10,000 is for Family Development Center capital and \$18,000 is for the operations of the Family Development Center. The agreement commenced on January 1, 2009, and shall continue through December 31, 2010. Funds were authorized per Resolution No. R20080559. **(Contract No. C20090116)**
32. Funding Agreement between Skagit County and Northwest Youth Services, which allows for the distribution of low-income housing funds in the amount of \$36,000, pursuant to Substitute House Bill 2163. The agreement commenced on January 1, 2009, and shall continue through December 31, 2010. The agreement is for the operation of a 17-bed transitional housing program. Funds were authorized per Resolution No. R20080559. **(Contract No. C20090117)**
33. Resolution ratifying the execution of 2009 funding agreements, pursuant to Substitute House Bill 2060 for low-income housing. **(Resolution No. R20090078)**
34. Funding Agreement between Skagit County and Skagit Habitat for Humanity, which allows for the distribution of low-income housing funds in the amount of \$50,000, pursuant to Substitute House Bill 2060. The agreement commenced on January 1, 2009, and shall continue through December 31 2010. The agreement is for continued funding to help complete two existing Habitat projects and provide partial funding for two more projects. Funds were authorized per Resolution No. R20080557. **(Contract No. C20090118)**

m) CORONER'S OFFICE:

35. Resolution ratifying a Personal Services Agreement with Carl Wigren, M.D. A signed contract was not received prior to the commencement date of

January 1, 2009. **(Resolution No. R20090079)**

36. Personal Services Agreement with Carl Wigren, M.D. to provide autopsy services and on-scene investigations as needed. The agreement commenced on January 1, 2009, and shall continue through December 31, 2009. Compensation is not to exceed a total of \$100,000. **(Contract No. C20090119)**

n) PARKS & RECREATION:

37. Resolution ratifying a Vendor Services Agreement with Ronk Brothers, Inc. **(Resolution No. R20090080)**
38. Vendor Services Agreement with Ronk Brothers, Inc. to provide services in connection with troubleshooting and repairing a propane heater. The agreement commenced on December 15, 2008, and shall continue through December 14, 2009. Compensation is not to exceed a total of \$205.20. **(Contract No. C20090120)**

VI. 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, the Board by majority vote, did approve for payment those vouchers included in the above-mentioned list and further described as follows:
  - a) Purchase Card Electronic Payment to JP MORGAN CHASE from Clearing Fund 696 in the total dollar amount of \$32,406.24 (Transmittal No. C-22-09); and
  - b) ACH Transfer Request Form and Certification to Trusteed Plans Service Corporation from Clearing Fund 696 in the total dollar amount of \$213,946.97 (Transmittal No. C-24-09); and
  - c) Warrants numbered 291576 through 291952 from Clearing Fund 696 in the total dollar amount of \$3,598,345.41 (Transmittal No. C-25-09).
- 2) Staff brought forth a resolution appointing Carol Ehlers to serve a four-year term on the Skagit County Planning Commission. Said appointment shall become effective February 1, 2009, and expire on January 31, 2013.

A motion was made by Commissioner Dillon to approve a resolution appointing Carol Ehlers to serve a four-year term on the Skagit County Planning Commission. Said appointment shall become effective February 1, 2009, and expire on January 31, 2013. **(Resolution No. R20090081)** Chairman Dahlstedt seconded the motion, which passed unanimously.

- 3) Staff brought forth a resolution appointing Annie Lohman to serve a four-year term

on the Skagit County Planning Commission. Said appointment shall become effective February 1, 2009, and expire on January 31, 2013.

A motion was made by Commissioner Dillon to approve a resolution appointing Annie Lohman to serve a four-year term on the Skagit County Planning Commission. Said appointment shall become effective February 1, 2009, and expire on January 31, 2013. **(Resolution No. R20090082)** Chairman Dahlstedt seconded the motion, which passed unanimously.

Chairman Dahlstedt recessed the proceedings at 11:04 a.m.

VII. ADJOURNMENT:

Chairman Dahlstedt adjourned the proceedings at 11:30 a.m.

VIII. BID OPENING:

E. Temporary Passenger-Only Ferry Service Between Anacortes and Guemes Island

Following adjournment by the Board of Commissioners, Public Works staff conducted the following bid opening:

Guemes Ferry Manager Ron Panzero opened the following bid:

Arrow Launch Services, Inc. at P. O. Box 2376, Port Angeles, WA 98363 in the amount of \$105,000.

Mr. Panzero indicated the bid would be reviewed and a recommendation forthcoming.

**BOARD OF COMMISSIONERS  
SKAGIT COUNTY, WASHINGTON**

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Kenneth A. Dahlstedt, Chairman

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Sharon D. Dillon, Commissioner

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Ron Wesen, Commissioner

ATTEST:

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