

**RECORD OF THE PROCEEDINGS
SKAGIT COUNTY BOARD OF COMMISSIONERS
MONDAY, FEBRUARY 23, 2009**

I. CALL TO ORDER:

Chairman Dahlstedt called the proceedings to order at 1:35 p.m.

II. PLEDGE OF ALLEGIANCE:

Chairman Dahlstedt led the assembly in the flag salute.

III. AGENDA:

*8:00 a.m. - 11:00 a.m. Briefing - County Commissioners/Administrator

1:30 p.m. - 2:00 p.m. Consent Agenda and Miscellaneous Items

*2:00 p.m. - 4:00 p.m. Executive Session - Potential Litigation

IV. CONSENT AGENDA FOR MONDAY, FEBRUARY 23, 2009, ITEMS 1 THROUGH 20:

Commissioner Dillon motioned to approve the Consent Agenda, items 1 through 7, 9 through 12, 14 through 20; Ratification Agenda items 21 through 24; Vouchers; Warrants; and miscellaneous items as presented for Monday, February 23, 2009. Items numbered 8, 13, 25, and 26 were removed pending further discussion.

a) COMMISSIONERS' OFFICE:

1. Record of the Proceedings for Monday, February 17, 2009. **(Approved)**

b) ADMINISTRATIVE SERVICES:

2. Amendment No. 2 to Personal Services Agreement No. C20070198 with Don Slack, M.D. to provide services as the Medical Program Director for Skagit County. The amendment extends the contract through December 31, 2009, and adds additional compensation in the amount of \$89,792.28 for a new contract total not to exceed \$265,924.68. All other terms and conditions of the original contract shall remain in effect. **(Amendment No. A20090012)**

c) BUDGET & FINANCE:

3. Resolution creating Skagit County's Insurance Cost Assessment Policy for Fiscal Year 2008. **(Resolution No. R20090083)**

d) FACILITY MANAGEMENT:

4. Personal Services Agreement with GeoTest Services, Inc. to provide geotechnical services, including material testing, inspection and an

infiltration study for the Regional Food Distribution Center located at 250 West Moore Street in Sedro-Woolley; at 100 East Kincaid Street and 101 East Section Street in Mount Vernon, and any other additional locations requiring geotechnical services as requested by the Capital Facility Manager. The agreement shall commence upon the date of execution and continue through December 31, 2011. Compensation is not to exceed a total of \$30,000. **(Contract No. C20090121)**

e) GEOGRAPHIC INFORMATION SERVICE:

5. Amendment No. 1 to Contract No. C20070069 with Pictometry International Corp. to provide Pictometry aerial imagery products. The amendment renews a two year contract, with a yearly licensing fee of \$50,402.50, using funding from the Clean Water budget. Partnerships with eleven other agencies to share the product licensing and distribution costs have been informally established and formal Interlocal Cooperative Agreements with these partners will follow. All other terms and conditions of the original contract shall remain in effect. **(Amendment No. A20090013)**

f) HUMAN RESOURCES:

6. Personal Services Agreement with Dumas & Associates to provide mediation and facilitation services as needed. The agreement commenced on February 15, 2009, and shall continue through December 31, 2009. Compensation is not to exceed a total of \$10,000. **(Contract No. C20090122)**
7. Personal Services Agreement with Skagit Business & Staffing LLC to provide on-call assistance as requested. The agreement commenced on February 15, 2009, and shall continue through December 31, 2009. Compensation is not to exceed a total of \$5,000. **(Contract No. C20090123)**

g) HUMAN SERVICES:

8. Amendment No. 4 to County Program Agreement No. C20070464 between Skagit County and the State of Washington Department of Social and Health Services, which decreases the contract amount by \$525,608 due to budget cuts. The new contract total shall not exceed \$5,850,045. All other terms and conditions of the original contract, including amendments, shall remain in effect. **(This item was removed pending further discussion)**
9. Amendment No. 1 to County Program Agreement No. C20080259 between Skagit County and the State of Washington Department of Social and Health Services, Division of Financial Services, which provides a working cash advance for Substance Abuse Fund 115 and Developmental Disabilities Fund 116-02. The amendment extends the contract through June 30, 2010, and changes the contact information. All other terms and conditions of the original contract shall remain in effect. **(Amendment No. A20090014)**
10. Personal Services Agreement with Andrea Groberg, dba Coelio, to provide employment planning services to Skagit County residents with developmental disabilities, who have a fully executed County Service Authorization or Skagit County Human Services Authorization for Services

form submitted prior to performing services. The agreement shall commence upon the date of execution and continue through June 30, 2009. Compensation is not to exceed a total of \$7,000. **(Contract No. C20090124)**

h) INFORMATION SERVICES:

11. Purchase Reimbursement Agreement with the Washington State Administrative Office of the Courts (AOC) and Skagit County Superior Court Clerk for the purchase of four desktop computers and monitors. The agreement shall commence upon the date of signature and continue through December 31, 2009. The AOC will reimburse the County up to \$1,025 for each computer system. **(Contract No. C20090125)**

i) PARKS & RECREATION DEPARTMENT:

12. Amendment No. 1 to Vendor Services Agreement No. C20080198 with The Wizard of Ooze, which extends the term of the contract through March 19, 2010, and adds additional compensation in the amount of \$16,920 for a new contract total of \$33,840. All other terms and conditions of the original contract shall remain in effect. **(Amendment No. A20090015)**
13. Personal Services Agreement with Eccos Design LLC for on-call services related to planning and development of park facilities, including other tasks as assigned such as master planning, site planning and design, park planning, landscape design and preparation of working drawings. The agreement shall commence upon the date of signature and continue through December 31, 2009. Compensation is not to exceed a total of \$23,000. **(This item was removed pending further discussion)**

j) PUBLIC WORKS DEPARTMENT:

14. Resolution calling for bids for one (1) new or used tandem roller with oscillation and vibration. The bid opening will be held on Monday, March 16, 2009, at 2:00 p.m. **(Resolution No. R20090084)**
15. Resolution awarding the bid for rental equipment with expected annual expenditures to exceed \$25,000 to eight vendors. The vendors were chosen based on price and availability of equipment. **(Resolution No. R20090085)**
16. Resolution awarding the bid for temporary passenger-only ferry service between Anacortes and Guemes Island to Arrow Launch Service, Inc. in the amount of \$105,000. **(Resolution No. R20090086)**
17. On-Call Emergency Event Vendor Services Agreement with By Design Rockeries & Excavation LLC to provide services/products related to debris removal, heavy equipment, rock/screenings, riprap, sand and gravel and waste handling 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. C20090126)**

18. On-Call Emergency Event Vendor Services Agreement with Heritage Excavating to provide services/products related to debris removal, heavy equipment, culvert pipe, and resurfacing/street repair/construction 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. C20090127)**

k) SHERIFF'S OFFICE:

19. Interlocal Jail Services Agreement between Skagit County and Snohomish County for the housing of inmates in the Snohomish County Jail. The agreement shall commence upon the date of signature and continue through December 31, 2010. Compensation will be based on housing rates of \$50.00 per day, per jail bed. **(Contract No. C20090128)**

l) YOUTH & FAMILY SERVICES:

20. Personal Services Agreement with Suzy Martinez to prepare and lead Proyecto Empower programming for young Latinas. The agreement shall commence on February 28, 2009, and continue through December 31, 2009. Compensation is not to exceed a total of \$5,600. **(Contract No. C20090129)**

V. CONTRACT RATIFICATIONS, ITEMS 21 THROUGH 24:

m) MEDIATION SERVICES:

21. Resolution ratifying a Vendor Services Agreement with Kathy Reim to provide training for a six-hour Conflict Management Training series. Training commenced prior to the contract being signed as it was not received in a timely manner. **(Resolution No. R20090087)**

22. Vendor Services Agreement with Kathy Reim to conduct a six-hour Conflict Management Training series scheduled for February 13, 20, 27 and March 6, 2009. Compensation is not to exceed a total of \$240. **(Contract No. C20090130)**

n) PARKS & RECREATION:

23. Resolution ratifying a Vendor Services Agreement with NW Playground Equipment, Inc. In September, 2008, a Skagit County Parks and Recreation project specialist purchased playground equipment and soon after, realizing her playground safety credentials had expired, opted for an installation visit by the consultant. The project specialist was not aware of a vendor service contract requirement for field consultation. However, the Department still maintains it was a sound business decision based on sound management of risk. **(Resolution No. R20090088)**

24. Vendor Services Agreement with NW Playground Equipment, Inc. to allow a

supervisor to be present on County property during the installation of playground equipment by County staff. The agreement commenced on September 18, 2008, and shall continue through September 17, 2009. Compensation is not to exceed a total of \$1,080. **(Contract No. C20090131)**

o) SHERIFF'S OFFICE:

25. Resolution ratifying a contract with the Humane Society of Skagit Valley. The contract was not able to be signed prior to the commencement of services. **(This item was removed pending further discussion)**
26. Contract between Skagit County and the Humane Society of Skagit Valley for boarding of impounded animals, including animals dropped off by County residents. The agreement commenced on January 1, 2009, and shall continue through December 31, 2009. Compensation shall vary depending on the services being rendered. **(This item was removed pending further discussion)**

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) Warrant number 291953 from Clearing Fund 696 in the total dollar amount of \$3,000 (Transmittal No. C-26-09), and
 - b) ACH Transfer Request Form and Certification to Trusteed Plans Service Corporation from Clearing Fund 696 in the total dollar amount of \$59,801.31 (C-27-09); and
 - c) ACH Transfer Request Form and Certification to Trusteed Plans Service Corporation from Clearing Fund 696 in the total dollar amount of \$8,959.56 (Transmittal No. C-28-09); and
 - d) Warrants numbered 291954 through 292438 from Clearing Fund 696 in the total dollar amount of \$1,471,420.27 (Transmittal No. C-29-09).

VII. ADJOURNMENT:

Chairman Dahlstedt adjourned the proceedings at 1:45 p.m. and announced that Executive Session would be held from 2:00 p.m. to 4:00 p.m. to discuss potential litigation.

**BOARD OF COMMISSIONERS
SKAGIT COUNTY, WASHINGTON**

Kenneth A. Dahlstedt, Chairman

Sharon D. Dillon, Commissioner

Ron Wesen, Commissioner

ATTEST:

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