

**RECORD OF THE PROCEEDINGS  
SKAGIT COUNTY BOARD OF COMMISSIONERS  
MONDAY, DECEMBER 14, 2009**

The Skagit County Board of Commissioners met in regular session on Monday, December 14, 2009, with Commissioners Kenneth A. Dahlstedt, Sharon D. Dillon, and Ron Wesen present.

I. CALL TO ORDER:

Chairman Dahlstedt called the proceedings to order at 10:00 a.m.

II. PLEDGE OF ALLEGIANCE:

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

III. AGENDA:

- a) \*8:00 a.m. - 10:00 a.m. Briefing - County Commissioners/Administrator
- b) 10:00 a.m. - 10:30 a.m. Presentation of Draft Climate Action Plan

Ryan Walters, Sustainability Administrator, was present to brief the Board on the Draft Climate Action Plan. Mr. Walters thanked everyone involved in putting this plan together. Skagit County partnered with multiple agencies to help accomplish the goals of the Climate Action Plan. Mr. Walters reported that countywide recycling has increased, two gas-electric vehicles have been purchased, and the Guemes Island Ferry partially runs on biodiesel. Mr. Walters informed the Commissioners that our neighboring Counties are also participating in Climate Action Initiatives and that Skagit County will be participating in energy efficient updates to buildings. Currently, the County pays approximately \$600,000 a year on electricity. The updates to the buildings will be paid for by the savings from the energy efficiencies. A large part of the Climate Action Plan includes outreach and education to Skagit County staff and to the community. The Green Purchasing Committee found many ways for Skagit County to save money. Various suggestions were made in the Plan including: streamlining permitting of energy conservation projects, appointing an ombudsman in the Planning Department, and reducing permit fees for energy efficiency in new construction. Regarding purchasing: making centralized purchasing, purchasing green, using efficient vehicles, and following integrated pest management practices on county land. Regarding solid waste: eliminating polystyrene countywide, expanding the event recycling program, requiring county events to be zero-waste, improving recycling at county facilities, improving recycling in East Skagit County, providing garbage vouchers to low income residents, and hiring a recycling coordinator. Educating the public and businesses, supporting the Cool Communities Campaign, and creating an internal sustainability committee were also recommended. Regarding Skagit County staff: space heaters would be eliminated in offices, the HVAC system temperatures would be set, air cleaners would be phased out, mini fridges would be eliminated, incandescent bulbs would be eliminated, computers, computer monitors, lights, and certain appliances and equipment would be turned off when not in use. Mr. Walters informed the Board that a public meeting will be held tonight, December 14, 2009, in the Continental Building at 6:00 p.m. to take comments on the Climate

Action Plan. Written comments will be accepted until December 21, 2009. Mr. Walters is estimated that the plan will be completed by the end of this year. For more information, he suggested that people visit the website: [www.skagitcounty.net/sustainability](http://www.skagitcounty.net/sustainability).

The Commissioners thanked the Committee and the others involved for working on this project. They stated that this is a wonderful program and are looking forward to implementing it, saving money, and helping our environment. Commissioner Dillon was pleased that the deadline will be met for this project. Chairman Dahlstedt wanted to take a closer look at the plan's proposal regarding the suggestions for the Planning Department and streamlining energy conservation projects. Chairman Dahlstedt would be hesitant to change the current permitting process. The Commissioners thanked Mr. Walters for his work on the project and for his presentation.

Chairman Dahlstedt recessed the proceedings at 10:39 a.m.

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

A motion was made by Commissioner Wesen to approve the Consent Agenda Items 1, items 3 through 10, Ratification Agenda Items 11 through 14, vouchers and warrants for Monday, December 14, 2009. Item 2 was pulled due to incompleteness. Commissioner Dillon seconded the motion, which passed unanimously.

- d) \*2:00 p.m. - 4:00 p.m. Executive Session (none scheduled as of the date of this notice)

IV. CONSENT AGENDA (Items 1 through 10):

a) COMMISSIONERS' OFFICE:

1. Record of the Proceedings for Monday, December 7, 2009. **(Approved)**
2. Record of the Proceedings for Tuesday, December 8, 2009. **(Pulled due to incompleteness)**

b) BUDGET & FINANCE:

3. Resolution authorizing the call for a public hearing for the general, road, and conservations futures property taxes for the 2010 budget year. The public hearing will be held on Tuesday, December 29, 2009, at 11:30 a.m. in the Commissioner's Hearing Room. **(Resolution No. R20090501)**
4. Resolution authorizing the call for a public hearing for the emergency medical services property taxes for the 2010 budget year. The public hearing will be held on Tuesday, December 29, 2009, at 11:30 a.m. in the Commissioner's Hearing Room. **(Resolution No. R20090502)**

c) HUMAN SERVICES:

5. Resolution to re-appoint Steve Hayes to the Skagit County Mental Health Advisory Board. His term will expire on November 30, 2012. **(Resolution No. R20090503)**
6. Resolution to re-appoint Charles Wend to the Skagit County Mental Health Advisory Board. His term will expire on November 30, 2012. **(Resolution No. R20090504)**
7. Amendment No. 1 to Personal Services Agreement No. C20080470 with Sandra J. Higman to extend the termination date of the contract to December 31, 2010. All other terms and conditions of the original Contract shall remain in effect. **(Amendment No. A20090209)**
8. Interagency Agreement between Skagit County and North Sound Mental Health Administration. Funding is provided from North Sound Mental Health Administration for the County Mental Health Coordinator to participate in regional NSMHA related administrative functions in Skagit County. The term of this Agreement shall commence on January 1, 2010, and shall continue through December 31, 2010. Compensation shall not exceed a total of \$55,164. **(Contract No. C20090687)**

d) PUBLIC WORKS:

9. Resolution to call for bids for the procurement of maintenance materials with expected annual expenditures to exceed \$25,000, such as: liquid asphalt, gravel products, rock products, specialty and mixed asphalt products, and concrete products. The bid opening will be held on Monday, January 4, 2010, at 2:00 p.m. **(Resolution No. R20090505)**

e) SHERIFF:

10. Resolution to Amend Resolution No. 16192 to increase the monetary amount of change fund for cash transactions in the Skagit County Sheriff's Office. The amount will be increased from \$300 to \$400. The custodian of this fund shall remain the Skagit County Sheriff's Office. **(Resolution No. R20090506)**

V. CONTRACT RATIFICATIONS (Items 11 through 14):

f) ASSESSOR:

11. Resolution authorizing the ratification of a Personal Services Agreement with The Master's Touch. The Agreement was not fully signed and approved prior to the start date, the Master's Touch began the process necessary, in good faith, of proofing the notices so that they could be sent out as soon as possible without further delay. **(Resolution No. R20090507)**
12. Personal Services Agreement with The Master's Touch, LLC for printing and preparation of re-assessment notices as required by law. The term of this

Agreement shall commence on November 1, 2009, and shall continue until November 1, 2010. Compensation shall not exceed a total of \$25,000. **(Contract No. C20090688)**

g) PLANNING & DEVELOPMENT SERVICES:

13. Resolution authorizing the ratification of a Personal Services Agreement with Globalwise, Inc. Washington State University began the initial study of Skagit County's agricultural economy for the Skagit Alternative Futures Project (C20090148) on March 2, 2009. Due to severe budget cuts by Washington State University, the economist contracted with to perform the analysis was laid off. In order to stay with the Environmental Protection Agency grant timeline, it was necessary to continue work in August with Globalwise, Inc. This Agreement will cover work performed from August 1, 2009, through September 3, 2009. A long-term new contract will be executed to complete the study with a separate consultant chosen from the Planning & Development Services consultant roster in accordance with Skagit County's purchasing guidelines. **(Resolution No. R20090508)**
14. Personal Services Agreement with Globalwise, Inc. for the development of an analysis of Skagit County's agricultural economy for the Skagit Alternative Futures Project. This contract is funded through an Environmental Protection Agency grant. The term of this Agreement shall commence on August 1, 2009, and shall continue until September 3, 2009. Compensation shall not exceed a total of \$16,810. **(Contract No. C20090689)**

VI. VOUCHERS AND WARRANTS:

- 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 Washington State Department of Revenue from Clearing Fund 696 in the total dollar amount of \$547.08 (Transmittal No. C-154-09); and
  - b) ACH Transfer Request Form and Certification to Trusteed Plans Service Corporation from Clearing Fund 696 in the total dollar amount of \$11,532.63 (Transmittal No. C-155-09); and
  - c) Warrants numbered 310134 through 310455 from Clearing Fund 696 in the total dollar amount of \$646,854.29 (Transmittal No. C-156-09); and
  - d) ACH Transfer Request Form and Certification to Trusteed Plans Service Corporation from Clearing Fund 696 in the total dollar amount of \$165,054.85 (Transmittal No. C-158-09); and
  - e) Warrants numbered 310456 through 310678 from Clearing Fund 696 in the total dollar amount of \$4,494,285.35 (Transmittal No. C-159-09); and

- f) Junior Payroll warrants numbered 986196 through 986386 in the total dollar amount of \$284,322.71 (Transmittal No. P-48-09); and
- g) Payroll warrants numbered 256014 through 256762 in the total dollar amount of \$1,200,528.87 (Transmittal No. P-49-09).

VII. ADJOURNMENT:

Chairman Dahlstedt adjourned the proceedings for the day.

**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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Linda Hammons, Clerk of the Board  
Skagit County Board of Commissioners