

**RECORD OF THE PROCEEDINGS
SKAGIT COUNTY BOARD OF COMMISSIONERS
MONDAY, OCTOBER 3, 2011**

The Skagit County Board of Commissioners met in regular session on Monday, October 3, 2011, with Commissioners Ron Wesen, Kenneth A. Dahlstedt, and Sharon D. Dillon present.

I. CALL TO ORDER:

Chairman Wesen called the proceedings to order at 1:30 p.m.

II. PLEDGE OF ALLEGIANCE:

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

III. AGENDA:

- a) *8:30 a.m. - 10:30 a.m. Briefing - County Commissioners/County Administrator
- b) 1:30 p.m. - 2:00 p.m. Consent Agenda, Vouchers, Warrants, and Miscellaneous Items
- c) *2:00 p.m. - 3:00 p.m. Executive Session - Potential Litigation:
The Commissioners attended executive session from 2:10 p.m. to 3:15 p.m. The purpose of the executive session was litigation - RCW 42.30.110(1)(i). (Matters relating to County enforcement actions, actual litigation or potential litigation) Attendees were County Administrator Tim Holloran; Prosecuting Attorney Rich Weyrich; Chief Deputy Prosecuting Attorney Will Honea; Deputy Prosecuting Attorney Ryan Walters; Public Works Director Henry Hash; Natural Resource Manager Dan Berentson; Hydrogeologist/Water Resource Project Manager Gary Stoyka; Planning and Development Services Director Gary Christensen; Health Department Director Peter Browning; Environmental Health Manager Corinne Story; and Environmental Health Specialist Alison Mohns.
- d) *3:00 p.m. - 4:00 p.m. Executive Session (None Scheduled as of the Date of this Notice)
- e) 4:00 p.m. - 4:15 p.m. Proclamation: Recognizing October 2 through October 8, 2011, as 4-H Week in Skagit County

Chairman Wesen reconvened the proceedings at 4:04 p.m.

William Frietas, Washington State University (WSU) 4-H Extension Educator introduced Tanya Greenforce who led the gallery in the 4-H Pledge.

The Commissioners presented the following leaders and volunteers with five-year leadership pins and certificates: Tracy Zitkovich, recognition of five years with Trails Up; Kimberly Blumenhagen, recognition of ten years with Alger Rough Riders; Kristen Hinton, recognition of fifteen years with Livestock; Don Jonasson, recognition of twenty-five years with Skagit Achievers; Jean Swift, recognition of thirty-five years with Serendipity; and Bonita Elfstrom, recognition of 40 years with

Tails Up.

Chris Lyon presented the Commissioners with a plaque and certificates recognizing their support of 4-H.

Jean Swift, a volunteer 4-H Coordinator, presented Skagit County Parks, Recreation and Fair management Brian Adams, Pauli Mickelson, Margaret Olson, and Aric Gaither with a plaque and certificate of meritorious service to 4-H.

Commissioner Dahlstedt read the proclamation declaring October 2, through October 8, 2011, as 4-H Week in Skagit County.

IV. CONSENT AGENDA FOR MONDAY, OCTOBER 3, 2011 (items 1 through 13):

A motion was made by Commissioner Dillon to approve the Consent Agenda items 4 through 13, Ratification agenda items 14 through 17, vouchers and warrants for Monday, October 3, 2011. (Items 1 through 3, will be considered for approval on Monday, October 10, 2011.) Commissioner Dahlstedt seconded the motion.

a) COMMISSIONERS' OFFICE:

1. Record of the Proceedings for Tuesday, September 20, 2011. **(This item will be considered for approval on Monday, October 10, 2011.)**
2. Record of the Proceedings for Monday, September 26, 2011. **(This item will be considered for approval on Monday, October 10, 2011.)**
3. Record of the Proceedings for Tuesday, September 27, 2011. **(This item will be considered for approval on Monday, October 10, 2011.)**

b) BUDGET AND FINANCE:

4. Interlocal Cooperative Agreement with the City of Anacortes to assist in providing library services to citizens of unincorporated Skagit County during 2011. The Agreement shall commence on the date of execution and continue until December 31, 2011. Compensation shall not exceed \$14,467. **(Contract No. C20110430)**
5. Agreement with the Economic Development Association of Skagit County to award \$47,000 in Economic Development funds to provide administrative and marketing services for Skagit County. The Agreement shall commence on January 1, 2012, and continue through December 31, 2012. Funds were authorized pursuant to Resolution No. R20110298. **(Contract No. C20110431)**

c) COMMUNITY SERVICES:

6. Resolution to approve mental health millage funding for 2012, as recommended by the Allocation Committee. **(Resolution No. R20110308)**

d) FACILITY MANAGEMENT:

7. Vendor Services Agreement with Great Floors Commercial Sales to provide services related to the removal, disposal of carpet, supply and installation of Connection Coron Sheet Vinyl "Nougatine", including floor preparation and other work in District Court as described in Exhibit "A". The Agreement shall commence upon the date of execution and continue for one year. Compensation shall not exceed \$904.62. **(Contract No. C20110432)**

e) INFORMATION SERVICES:

8. Software Support & Maintenance Agreement with Creative Information Services, Inc. for support and maintenance services related to the SMS Turbo software used at Skagit County transfer stations. The Agreement shall commence upon the date of execution and renew automatically on a yearly basis. The initial compensation for support and maintenance is \$3,900. **(Contract No. C20110433)**

f) PUBLIC WORKS:

9. Resolution authorizing the approval of maps, plans, and specifications and a call for bids for the Parson Creek Road Stabilization Project #ES52000-1 and Friday Creek Road Stabilization Project #ES50210-1. The bid opening is scheduled to take place on Monday, October 24, 2011, at 2:00 p.m. **(Resolution No. R20110309)**
10. Amendment No. 1 to Local Agency Standard Consultant Agreement No. C20100028 with Aziz Engineering Company for on-call geotechnical and geotechnical engineering services for various Skagit County projects. The purpose of this Amendment is to extend the term of the Agreement from December 31, 2011, to December 31, 2012. This Amendment increases compensation from \$25,000 to an amount not to exceed \$50,000. All other terms and conditions of the original Agreement shall remain in effect. **(Amendment No. A20110134)**

g) TREASURER:

11. Addendum #10 to License Agreement No. 004743 with Balanced Action, Inc. to add the daily electronic import of Zero Account Balance data from Bank of America to Cash Receipts in the Cashtax module. Payment of \$4,000 will be due at the completion of this module and installation in production environment. The module will add to the annual maintenance fees at the standard rate of 15% of costs, effective on January 1, 2012. This amendment increases compensation by \$4,000, for a new compensation amount not to exceed \$232,700. **(Amendment No. A20110135)**
12. Addendum #11 to License Agreement No. 004743 with Balanced Action, Inc. to add the electronic export of Real Estate Excise Tax data (DORREETA) from Cashtax module merged with Excise Affidavit data from PACS in the Department of Revenue (DOR) mandated format. Payment of \$10,000 will be due at the completion of this module and installation in production environment. The module will add to the annual maintenance fees at the standard rate of 15% of costs, effective on January 1, 2012. This amendment

increases compensation by \$10,000, for a new compensation amount not to exceed \$242,700. **(Amendment No. A20110136)**

13. Addendum #12 to License Agreement No. 004743 with Balanced Action, Inc. to add the electronic import of Superior and District Courts Remittance data into Cashtax Transfer Receipt and to import Remittance Summary Reports data generated by Superior Court Clerk Office and District Court Office computer systems. Payment of \$1,000 will be due at the completion of this module and installation in production environment. The module will add to the annual maintenance fees at the standard rate of 15% of costs, effective on January 1, 2012. This amendment increases compensation by \$1,000, for a new compensation amount not to exceed \$243,700. **(Amendment No. A20110137)**

V. RATIFICATION AGENDA (Items 14 through 17):

h) AUDITOR:

14. Resolution authorizing the ratification of Amendment No. 6 to Help America Vote Act (HAVA) Grant Agreement No. G-2855, Skagit County Agreement No. C20050162 with the Office of the Secretary of State, Elections Division. The Secretary of State has made available additional funding for the purpose of making enhancements to the combined state and local voter's pamphlet. **(Resolution No. R20110310)**
15. Amendment No. 6 to Help America Vote Act (HAVA) Grant Agreement No. G-2855, Skagit County Agreement No. C20050162 with the Office of the Secretary of State, Elections Division. This Amendment awards funding to Skagit to enhance the printer voter's pamphlet by including candidate biographies and to change the font style and formatting for easier reading. This Amendment provides funding to Skagit County in an amount not to exceed \$11,550. All other terms and conditions of the original Agreement shall remain in effect. **(Amendment No. A20110138)**

i) COMMUNITY SERVICES:

16. Resolution authorizing the ratification of a Personal Services Agreement with United General Hospital to coordinate and implement prevention programs designed to prevent or delay the misuse and abuse of alcohol, tobacco, and other drugs. Review of contract terms and scope of work delayed the finalization of the Personal Services Agreement. **(Resolution No. R20110311)**
17. Personal Services Agreement with United General Hospital to coordinate and implement prevention programs designed to prevent or delay the misuse and abuse of alcohol, tobacco, and other drugs. The Agreement commenced on October 1, 2011, and shall continue until June 30, 2012. Compensation shall not exceed \$52,251. **(Contract No. C20110434)**

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 Trusteed Plans Service Corporation from Clearing Fund 696 in the total dollar amount of \$60,154.26 (Transmittal No. C-101-11); and
- b) ACH Transfer Request Form and Certification to Trusteed Plans Service Corporation from Clearing Fund 696 in the total dollar amount of \$71,760.52 (Transmittal No. C-102-11); and
- c) Warrants numbered 348665 through 349126 from Clearing Fund 696 in the total dollar amount of \$4,869,742.53 (Transmittal No. C-103-11).

VII. ADJOURNMENT:

Chairman Wesen adjourned the proceedings at 4:30 p.m.

**BOARD OF COMMISSIONERS
SKAGIT COUNTY, WASHINGTON**

Ron Wesen, Chairman

Kenneth A. Dahlstedt, Commissioner

Sharon D. Dillon, Commissioner

ATTEST:

Linda Hammons, Clerk of the Board