

**RECORD OF THE PROCEEDINGS  
SKAGIT COUNTY BOARD OF COMMISSIONERS  
MONDAY, NOVEMBER 28, 2011**

The Skagit County Board of Commissioners met in regular session on Monday, November 28, 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

A motion was made by Commissioner Dillon to approve the Consent Agenda Items 1 through 14, vouchers and warrants for Monday, November 28, 2011, and a miscellaneous item from Budget and Finance: a Resolution to Call for a Public Hearing to consider the 2012 Emergency Medical Services (EMS) and Central Valley Ambulance Authority (CVA) Budgets. The Public Hearing is scheduled to take place on Tuesday, December 13, 2011 at 10:30 a.m. in the Commissioners' Hearing Room. **(Resolution No. R20110383)** Commissioner Dahlstedt seconded the motion.

The vote passed unanimously.

Chairman Wesen stated that Consent Agenda item No. 6 was a 2012 retirement/severance incentive package for non-represented employees of Skagit County and that represented employees could negotiate through their unions for a similar benefit.

- c) \*2:00 p.m. - 4:00 p.m. Executive Session (None Scheduled at this Time)

IV. CONSENT AGENDA FOR MONDAY, NOVEMBER 28, 2011 (items 1 through 14):

a) COMMISSIONERS' OFFICE:

- 1. Record of the Proceedings for Monday, November 21, 2011. **(Approved)**

b) AUDITOR:

- 2. Resolution establishing Skagit County Capital Asset Policy. **(Resolution No. R20110379)**

c) COMMUNITY SERVICES:

3. Vendor Services Agreement with Rick's Refrigeration to provide repair and replacement of defective parts on the central and satellite kitchens for the Senior Nutrition Program. The Agreement shall commence on January 1, 2012, and continue until December 31, 2012. Compensation shall not exceed \$11,000 and is funded by Northwest Regional Council funds. **(Contract No. C20110526)**
  4. Funding Agreement with Northwest Youth Services to distribute low-income housing funds pursuant to Substitute House Bill 2060. The Agreement shall commence on January 1, 2012, and continue until December 31, 2012. Compensation shall not exceed \$30,000. **(Contract No. C20110527)**
  5. Personal Services Agreement with Paul Douhan to provide mental health services through the Community Wellness Program. The Agreement shall commence on the date of execution and continue until December 31, 2012. Compensation shall not exceed \$20,000 and is funded by the 0.1% sales tax. **(Contract No. C20110528)**
- d) HUMAN RESOURCES:
6. Resolution authorizing retirement/severance incentive program. **(Resolution No. R20110380)**
- e) PUBLIC DEFENDER:
7. Personal Services Agreement with D. Marianne Ledgerwood to provide transcriptionist services. The Agreement shall commence on January 1, 2012, and continue until December 31, 2012. Compensation shall not exceed \$15,000. **(Contract No. C20110529)**
  8. Personal Services Agreement with Kimberley A. Perrine to provide transcriptionist services. The Agreement shall commence on January 1, 2012, and continue until December 31, 2012. Compensation shall not exceed \$15,000. **(Contract No. C20110530)**
  9. Personal Services Agreement with C. Warness Professional Services, LLC to provide investigation services. The Agreement shall commence on January 1, 2012, and continue until December 31, 2012. Compensation shall not exceed \$70,000. **(Contract No. C20110531)**
  10. Personal Services Agreement with Joseph Kelly dba Strategic Solutions, LLC to provide investigation services. The Agreement shall commence on January 1, 2012, and continue until December 31, 2012. Compensation shall not exceed \$70,000. **(Contract No. C20110532)**
- f) PUBLIC WORKS:
11. Resolution for approval of contract specifications and call for bids for haul out and maintenance for the vehicle and passenger ferry M/V Guemes. The bid opening is scheduled to take place on Monday, December 19, 2011, at

2:00 p.m. **(Resolution No. R20110381)**

12. Resolution amending Resolution No. R20100050 (Attachment "A" and Attachment "B") and also establishing the administration and Public Works calendar of events for the public forum, and the reporting requirements for the Guemes Island Ferry Fare Revenue Target Report. **(Resolution No. R20110382)**
13. Vendor Services Agreement with Reisner Distributor, Inc. for the Mobile Marine Refueling Service for the vehicle and passenger ferry, M/V Guemes. The Agreement shall commence on the date of execution, and continue for two years. Compensation shall not exceed \$385,000. **(Contract No. C20110533)**
14. Interlocal Cooperative Agreement with the City of Sedro-Woolley for Skagit County to perform work, provide materials and equipment rental upon request for roadway maintenance activities on a reimbursable basis for the City of Sedro-Woolley. The Agreement shall commence on the date of execution, and continue until December 31, 2015. **(Contract No. C20110534)**

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 \$2,775.75 (Transmittal No. C-126-11); and
  - b) ACH Transfer Request Form and Certification to Trusteed Plans Service Corporation from Clearing Fund 696 in the total dollar amount of \$59,188.15 (Transmittal No. C-128-11); and
  - c) Warrants numbered 352161 through 352161 from Clearing Fund 696 in the total dollar amount of \$65,000.00 (Transmittal No. C-129-11); and
  - d) Payroll warrants numbered 290211 through 290927 in the total dollar amount of \$1,109,204.49 (Transmittal No. P-43-11).

VI. ADJOURNMENT:

Chairman Wesen recessed the proceedings at 1:33 p.m.

**BOARD OF COMMISSIONERS  
SKAGIT COUNTY, WASHINGTON**

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**Ron Wesen, Chairman**

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**Kenneth A. Dahlstedt, Commissioner**

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**Sharon D. Dillon, Commissioner**

**ATTEST:**

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**Linda Hammons, Clerk of the Board**