

**RECORD OF THE PROCEEDINGS
SKAGIT COUNTY BOARD OF COMMISSIONERS
MONDAY, DECEMBER 12, 2011**

The Skagit County Board of Commissioners met in regular session on Monday, December 12, 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. - 4:00 p.m. Executive Session (None Scheduled as of the Date of this Notice)

IV. CONSENT AGENDA (items 1 through 26):

A motion was made by Commissioner Dillon to approve the Consent Agenda Items 1 through 26, Ratification Items 27 through 30, vouchers and warrants for Monday, December 12, 2011. Commissioner Dahlstedt seconded the motion.

The vote passed unanimously.

a) COMMISSIONERS' OFFICE:

- 1. Record of the Proceedings for Monday, December 5, 2011. **(Approved)**
- 2. Record of the Proceedings for Tuesday, December 6, 2011. **(Approved)**

b) ADMINISTRATIVE SERVICES:

- 3. Interlocal Cooperative Agreement with the City of Mount Vernon to award Economic Development Public Facility grant funds for the Downtown and Waterfront Flood Control Project. The Agreement commenced on September 20, 2011, per Resolution No. R20110298, and continues until September 19, 2014. Compensation shall not exceed \$500,000. **(Contract No. C20110549)**
- 4. Amendment No. C to Skagit County Contract No. C20100345 with the Washington State Department of Commerce, Energy Office (Formerly Energy

Policy Division) contract no. F10-52110-065 which funds the Skagit Council of Governments Resource Conservation Manager (RCM) program's electrician. This Amendment extends the end date of the contract by two months, ending June 30, 2012 in order to allow for completion of the Scope of Work. All other terms and conditions of the original Agreement shall remain in effect. **(Amendment No. A20110178)**

c) ASSIGNED COUNSEL:

5. Personal Services Agreement with Corbin Volluz, Attorney at Law, to provide indigent defense representation for indigent defendants referred by the Office of Assigned Counsel who have been deemed conflict of interest for the Skagit County Public Defender's Office. The Agreement shall commence on January 1, 2012, and continue until December 31, 2013. Compensation shall not exceed \$100,000. **(Contract No. C20110550)**

d) BUDGET AND FINANCE:

6. Funding Agreement with North Cascades Institute, which awards \$2,500 of Lodging Tax funds to support promoting the North Cascades project, as authorized by Resolution No. R20110350. The Agreement shall commence on January 1, 2012, and shall continue until December 31, 2012. **(Contract No. C20110551)**
7. Funding Agreement with Northwest Agriculture Business Center, which awards \$5,000 of Lodging Tax funds for the 2012 Kneading Conference West, as authorized by Resolution No. R20110350. The Agreement shall commence on January 1, 2012, and shall continue until December 31, 2012. **(Contract No. C20110552)**
8. Funding Agreement with Lincoln Theatre, which awards \$3,000 of Lodging Tax funds for the marketing/outreach program, as authorized by Resolution No. R20110350. The Agreement shall commence on January 1, 2012, and shall continue until December 31, 2012. **(Contract No. C20110553)**
9. Funding Agreement with Skagit County Historical Society, which awards \$20,000 of Lodging Tax funds for the Heritage Tourism Marketing Project, as authorized by Resolution No. R20110350. The Agreement shall commence on January 1, 2012, and shall continue until December 31, 2012. **(Contract No. C20110554)**
10. Funding Agreement with Economic Development Association of Skagit County, which awards \$60,000 of Lodging Tax funds to support the Skagit Valley Conventions and Visitors Bureau Formation Project, as authorized by Resolution numbers R20100417 and R20110350. The Agreement commenced on January 1, 2011, and shall continue until December 31, 2012. **(Contract No. C20110555)**

e) COMMUNITY SERVICES:

11. Interlocal Cooperative Agreement with the Town of Concrete for the provision of administrative and professional care services to senior citizens.

The Agreement shall commence on January 1, 2012 and continue through December 31, 2012. Compensation shall not exceed \$7,639. **(Contract No. C20110556)**

12. Interlocal Cooperative Agreement with the City of Sedro-Woolley for the provision of administrative and professional care services to senior citizens. The Agreement shall commence on January 1, 2012 and continue through December 31, 2012. Compensation shall not exceed \$20,441. **(Contract No. C20110557)**
13. Funding Agreement with Skagit Domestic Violence and Sexual Assault Services to distribute low-income housing funds for shelter services pursuant to Substitute House Bill 2060 and House Bill 2331. The Agreement shall commence on January 1, 2012, and continue until December 31, 2012. Compensation shall not exceed \$45,000. **(Contract No. C20110558)**
14. Funding Agreement with Skagit County Community Action Agency to distribute low-income housing funds pursuant to Substitute House Bill 2331. The Agreement shall commence on January 1, 2012, and continue until December 31, 2012. Compensation shall not exceed \$5,000. **(Contract No. C20110559)**
15. Personal Services Agreement with Eugene Aisenberg, PhD to create a comprehensive report and an executive summary regarding contractor's conclusions and recommendations regarding most effective practices for mental health and substance services for Skagit County. The Agreement shall commence on the date of execution, and continue until January 31, 2012. Compensation shall not exceed \$2,100. **(Contract No. C20110560)**

f) CORONER:

16. Personal Services Agreement with Daniel Selove MD to provide autopsy services and on-scene investigations as needed. The Agreement shall commence on January 1, 2012 and shall continue through December 31, 2012. Compensation shall not exceed a total of \$79,473 which is based on a fee structure that consists of set charges for each routine and homicide autopsy performed, on-scene investigation, examination, laboratory testing, and case and/or toxicology consult. **(Contract No. C20110561)**
17. Vendor Services Agreement with Mount Vernon Cemetery Inc. dba Kern Funeral Home to provide a person available twenty-four hours a day, seven days a week to receive the deceased at the funeral facility or provide the Coroner's Office with access to the funeral facility. The Agreement shall commence on the date of execution, and shall continue for one year. Compensation shall not exceed a total of \$5,000 which is based on a fee structure that consists of set charges for the type of work performed including each transfer, transport, indigent, and autopsy performed. **(Contract No. C20110562)**

g) HEALTH DEPARTMENT:

18. Coordinated Prevention Grant Agreement No. G1200222 with the State of

Washington Department of Ecology which provides partial funding to continue the CPG Coordinated Prevention Grant contract. The Agreement shall commence on January 1, 2012, and continue until June 30, 2013. Compensation is 75% funded by the Washington State Department of Ecology in the amount of \$104,164, and 25% funded by Skagit County in the amount of \$34,721.33. **(Contract No. C20110563)**

h) PARKS, RECREATION AND FAIR:

19. Personal Services Agreement with Eccos Design LLC for services regarding the Howard Miller Creek Re-Alignment Boardwalk project. The Agreement shall commence on the date of execution and continue until December 31, 2012. Compensation shall not exceed \$9,750. **(Contract No. C20110564)**

i) PLANNING AND DEVELOPMENT SERVICES:

20. Amendment No. 2 to Personal Services Agreement No. C20100277 with ECONorthwest to amend the Scope of Work to include a possible trip to Skagit County for a final presentation of the study results, extend the contract period through June 30, 2012, and increase compensation by \$5,000, for a new total of \$45,000. Funding is provided by a grant from the United States Environmental Protection Agency. All other terms and conditions of the original Agreement shall remain in effect. **(Amendment No. A20110179)**

21. Resolution establishing the 2011 Docket of Comprehensive Plan Land Use/Zoning Map and Policy Amendments. **(Resolution No. R20110388)**

j) PROSECUTING ATTORNEY:

22. Amendment No. 1 to Personal Services Agreement No. C20110080 with GordonDerr, LLP to provide legal counsel, representation, and services relating to the review and/or possible litigation matter related to the Growth Management Act and Other Land Use matters. This Amendment increases compensation by \$10,000, for a new compensation amount not to exceed \$50,000. All other terms and conditions of the original Agreement shall remain in effect. **(Amendment No. A20110180)**

k) PUBLIC DEFENDER:

23. Personal Services Agreement with Gary T. Way, dba Way Investigations to provide investigation services. The Agreement shall commence on January 1, 2012, and shall continue until December 31, 2012. Compensation shall not exceed \$70,000. **(Contract No. C20110565)**

24. Personal Services Agreement with Shauna Snyder, dba Skepton Investigations to provide investigation services. The Agreement shall commence on January 1, 2012, and shall continue until December 31, 2012. Compensation shall not exceed \$70,000. **(Contract No. C20110566)**

l) SHERIFF:

25. Vendor Services Agreement with Multi Services Inc. to provide industrial services related to the inspection and repair of the kitchen appliances in the Skagit County Jail. The Agreement shall commence on January 1, 2012, and shall continue until December 31, 2012. Compensation shall not exceed \$5,000. **(Contract No. C20110567)**

m) SUPERIOR COURT:

26. Personal Services Agreement with Allen R. Emerson and Associates to provide pro tem court reporter services for Skagit County. The Agreement shall commence on January 1, 2012, and continue until December 31, 2012. Compensation shall be paid at \$190 for a full day and \$95 for a half day. **(Contract No. C20110568)**

V. RATIFICATION AGENDA (items 27 through 30):

n) ADMINISTRATIVE SERVICES:

27. Resolution authorizing the ratification of a Personal Services Agreement with Emma C. Whitfield to perform various public information administrative services as requested. Contract negotiations delayed execution of the Agreement before its commencement on October 13, 2011. **(Resolution No. R20110389)**
28. Personal Services Agreement with Emma C. Whitfield to perform various public information administrative services as requested. The Agreement commenced on October 13, 2011, and continues until October 12, 2012. Compensation shall not exceed \$74,000. **(Contract No. C20110569)**

o) PUBLIC DEFENDER:

29. Resolution authorizing the ratification of a Personal Services Agreement with Eileen Sterns to prepare court transcripts as requested by the Public Defender. The Agreement was not fully processed prior to the commencement of the services on November 1, 2011. **(Resolution No. R20110390)**
30. Personal Services Agreement with Eileen Sterns to prepare court transcripts as requested by the Public Defender. The Agreement commenced on November 1, 2011, and shall continue until December 31, 2012. Compensation shall not exceed \$5,000. **(Contract No. C20110570)**

VI. MISCELLANEOUS:

1. Resolution Establishing Salary Levels for Certain Skagit County Elected Officials for 2012.

Commissioner Dahlstedt stated that the Salary Commission met on November 3, 2011, to discuss and set salary levels for Skagit County elected officials. The Salary Commission recommended that salaries for the other elected officials for the year 2012, excluding the Assessor and Coroner, be increased by 2%.

The Commissioners discussed the Salary Commission's recommendations. Commissioner Dahlstedt stated that in this economic climate, he did not think it was a good time to raise salaries for elected officials. Chairman Wesen said that he agreed with Commissioner Dahlstedt. Commissioner Dillon indicated that due to the salary compression between elected officials and staff, she thought that the elected officials did deserve a raise and she also acknowledged that the Salary Commission put a lot of thought into their recommendation and that the Commissioners should carefully consider their recommendation.

Each Commissioner thanked the Salary Commission for their dedicated work.

A motion was made by Commissioner Dahlstedt to approve the Resolution Establishing Salary Levels for Certain Skagit County Elected Officials for 2012 (**Resolution No. R20110391**) Chairman Wesen seconded the motion. The vote passed on a 2 - 1 vote with Commissioner Dillon dissenting.

VII. 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) Warrants numbered 352485 through 352851 from Clearing Fund 696 in the total dollar amount of \$1,393,327.27 (Transmittal No. C-135-11); and
 - b) ACH Transfer Request Form and Certification to Trusteed Plans Service Corporation from Clearing Fund 696 in the total dollar amount of \$20,642.63 (Transmittal No. C-136-11); and
 - c) Payroll warrants numbered 290928 through 291629 in the total dollar amount of \$1,161,949.18 (Transmittal No. P-45-11); and
 - d) Junior District Payroll warrants number 994984 through 995235 in the total dollar amount of \$306,423.19 (Transmittal No. P-46-11).

VII. ADJOURNMENT:

Chairman Wesen adjourned the proceedings at 1:36 p.m.

No executive sessions were scheduled for Monday, December 12, 2011.

**BOARD OF COMMISSIONERS
SKAGIT COUNTY, WASHINGTON**

Ron Wesen, Chairman

Kenneth A. Dahlstedt, Commissioner

Sharon D. Dillon, Commissioner

ATTEST:

Linda Hammons, Clerk of the Board