

**RECORD OF THE PROCEEDINGS
SKAGIT COUNTY BOARD OF COMMISSIONERS
MONDAY, MARCH 26, 2012**

The Skagit County Board of Commissioners met in regular session on Monday, March 26, 2012, with Commissioners Kenneth A. Dahlstedt, Sharon D. Dillon, and Ron Wesen present.

I. CALL TO ORDER:

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

II. PLEDGE OF ALLEGIANCE:

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

III. AGENDA:

- a) *8:30 a.m. - 9:30 a.m. Briefing - County Commissioners/County Administrator
- b) *9:30 a.m. - 12:00 p.m. Executive Session (Personnel)
- c) 1:30 p.m. - 2:00 p.m. Consent Agenda, Vouchers, Warrants, and Miscellaneous Items
- d) *2:00 p.m. - 2:45 p.m. Executive Session (Litigation)
- e) *3:00 p.m. - 4:15 p.m. Executive Session (Personnel)
- f) *6:00 p.m. Soroptimist International of Burlington's Annual Area Awards Banquet (Skagit Golf & Country Club, 16701 Country Club Drive, Burlington)

IV. CONSENT AGENDA (items 1 through 24):

The Commissioners asked Brian Adams, Director of Parks, Recreation, and Fairgrounds, to give them more information on item no. 10. Brian Adams said that the Personal Services Agreement with Patrik Dylan of Eccos Design LLC was for the design of mile markers, signs, and interpretive signs on some of the trailheads in the county and at Howard Miller Steelhead Park.

A motion was made by Commissioner Dillon to approve the Consent Agenda Items 1 through 24, Ratification Items 25 through 34, vouchers and warrants for Monday, March 26, 2012. Commissioner Wesen seconded the motion.
The vote passed unanimously.

a) COMMISSIONERS:

- 1. Record of the Proceedings for Monday, March 19, 2012. **(Approved)**

b) ADMINISTRATIVE SERVICES:

2. Interlocal Cooperative Agreement with the Port of Skagit for Resource Conservation Manager Services (RCM program to reduce energy and utility use and encourage waste reduction). The Agreement shall commence on the date of execution, and shall continue until December 31, 2014. Compensation from the Port of Skagit shall not exceed \$15,000 (\$5,000 per year). **(Contract No. C20120112)**
- c) AUDITOR'S OFFICE:
3. Resolution calling for a public hearing to amend Skagit County Code Chapters 1.20 and 6.12 adjusting voter precinct boundary lines and Commissioner District boundary lines. The public hearing is scheduled to take place on Tuesday, April 10, 2012, at 2:00 p.m. **(Resolution No. R20120089)**
- d) COMMUNITY SERVICES:
4. Resolution appointing Jeannette Anderson to serve a three year term on the Skagit County Mental Health Advisory Board. Her term expires on March 31, 2015. **(Resolution No. R20120090)**
 5. Resolution authorizing the allocation of 2331 Homeless Housing and Assistance Funds for 2012. **(Resolution No. R20120091)**
- e) FACILITIES:
6. Resolution to call for a public hearing regarding the close out of Community Development Block Grant (CDBG) No. 08-64008-027, Skagit County Contract No. C20080396. The purpose of the public hearing is to review project performance and receive public comment on the Skagit County Regional Food Distribution Center remodel and site improvements located at 220 Michael Street (250 West Moore Street) in Sedro-Woolley. **(Resolution No. R20120092)**
 7. Vendor Services Agreement with R & H Mechanical, Inc. to furnish labor and materials to replace the existing Lennox 5 ton gas pack with a new Lennox 5 ton packaged rooftop unit 208/230 volt 3-phase Model #LGHO60H4ES, and other work as described in Exhibit A. Work shall be performed at 1800 Continental Place, Mount Vernon. The Agreement shall commence on the date of execution, and continue for one year. Compensation shall not exceed \$8,028 plus applicable sales tax. **(Contract No. C20120113)**
- f) INFORMATION SERVICES:
8. Amendment No. 4 to Contract No. C20050253 with Handel Information Technologies to amend Attachment A, Scope of Work, to include conducting training onsite and providing training materials for the Rite Track system. Compensation shall be increased by \$8,000. All other terms and conditions in the original Contract and subsequent Amendments shall remain in effect. **(Amendment No. A20120031)**

9. Amendment No. 4 to Agreement No. 05325 with Constellation Justice Systems, a CourtView Justice Solutions Inc. company, to re-host and upgrade the existing Damion and Oracle systems to new hardware for Prosecuting Attorney's Office and the Public Defender's Office. All other terms and conditions of the original contract shall remain in effect. **(Amendment No. A20120032)**

g) PARKS, RECREATION AND FAIRGROUNDS:

10. Personal Services Agreement with Eccos Design LLC to provide services related to trail planning for Cascade Trail and loop trails. The Agreement shall commence on the date of execution and continue until March 31, 2013. Compensation shall not exceed \$4,900. **(Contract No. C20120114)**
11. Amendment No. 3 to AIA Standard Form of Agreement (AIA Document B104) No. C20100466 HKP Architects to provide services as described in the Agreement for the design, preparation of construction documents and construction administration for the Skagit County Recreation Event Center Phase II improvements to the Joan Armstrong Tennis Facility, Skagit Valley College, Mount Vernon. The purpose of this Amendment increases compensation by \$3,847.50 for a new compensation total not to exceed \$91,842.50. Circumstances beyond the Contractor's control regarding the design/construction details of the bi-fold doors with the door manufacturer required more of HKP Architects' staff time than anticipated. All other terms and conditions of the original Agreement and subsequent Amendments shall remain in effect. **(Amendment No. A20120033)**
12. Vendor Services Agreement with Skagit Roofing, LLC to provide services at Howard Miller Steelhead Park in Rockport for a roofing project on the lower restroom. The Agreement shall commence on the date of execution, and continue for one year. Compensation shall not exceed \$6,454.13, which includes all applicable taxes. **(Contract No. C20120115)**
13. Vendor Services Agreement with Rivercity Screenprinting, Inc. to provide apparel, screening, printing and delivery services as directed by Skagit County Parks, Recreation and Fair. The Agreement shall commence on the date of execution and continue for one year. Compensation shall not exceed \$17,000. **(Contract No. C20120116)**
14. Resolution to authorize the close out of Swinomish Boat Launch Pay Station Change Fund 114 in the amount of \$1,000 which was established by Resolution No. R20060320 and revised by Resolution No. R20080419. **(Resolution No. R20120093)**

h) PLANNING AND DEVELOPMENT:

15. Interim Ordinance Amending Skagit County Code 14.34.150(8)(c) to update a floodplain development standard regarding duct work construction necessary to maintain Skagit County's Community Rating System Level 4 rating under the National Flood Insurance Program. **(Ordinance No. O20120001)**

16. Resolution authorizing the adoption of the 2012 Work Plan for legislative land use plans, policies, and regulation proposals. **(Resolution No. R20120094)**

i) PUBLIC DEFENDER:

17. Personal Services Agreement with Felix Moran, dba Camano-Stanwood Investigations to provide investigator services. The Agreement shall commence on April 1, 2012, and continue until December 31, 2012. Compensation shall not exceed \$525 per case unless Contractor receives pre-approval in writing by the Public Defender. Total compensation shall not exceed \$70,000. **(Contract No. C20120117)**

j) PUBLIC WORKS:

18. Resolution awarding the bid for processing recyclable rubber products collected at various Skagit County solid waste sites to Larry's Auto and Truck Parts, Inc. **(Resolution No. R20120095)**

19. Resolution regarding the declaration of a sole source provider for the purchase of parts and service for an Oxygen Analyzer at Inman Landfill by Siemens c/o Branom Instrument Co. **(Resolution No. R20120096)**

20. Resolution calling for bids for one (1) new or used mini excavator. The bid opening is scheduled to take place on Monday, April 16, 2012, at 2:00 p.m. **(Resolution No. R20120097)**

21. Construction Contract Agreement with Colacurcio Brothers, Inc. for the 9 to 5 Corridor Safety Project (Alger Intersection), Project #ESTS09-1, Federal Aid #POMVIP-000S(232). The Agreement shall commence upon the date of execution and continue until completion of the project. Compensation shall not exceed \$204,781.20. **(Contract No. C20120118)**

22. Vendor Services Agreement with Skagit Readymix/Smokey Point Concrete to provide gravel and concrete products as listed in Attachment "A" of the 2012 spring/summer maintenance material eligibility list. The Agreement shall commence on the date of execution and continue for one year. Compensation shall not exceed \$100,000. **(Contract No. C20120119)**

k) SHERIFF:

23. Resolution authorizing the transfer of radio equipment to the Upper Skagit Tribal Police Department according to Exhibit A, Section 21-a of a sub-grant which Skagit County has executed with the Department of Homeland Security (Agreement No. 2007 GE T7-0017). **(Resolution No. R20120098)**

24. Resolution authorizing the transfer of an obsolete surplus Antenna radar to the Swinomish Indian Tribe pursuant to R.C.W. 36.34.130. **(Resolution No. R20120099)**

V. RATIFICATION AGENDA (items 25 through 34):

l) COMMUNITY SERVICES:

25. Resolution authorizing the ratification of an Interlocal Cooperative Agreement with the Anacortes School District to provide At Risk Intervention Specialist services. Delays were experienced in drafting the agreement due to unknown impacts on local service delivery systems and due to the protracted state supplemental budget process. **(Resolution No. R20120100)**
26. Interlocal Cooperative Agreement with the Anacortes School District to provide At Risk Intervention Specialist services. The Agreement commenced on September 1, 2011, and shall continue through August 31, 2012. Compensation from the Anacortes School District shall not exceed \$8,100. **(Contract No. C20120120)**

m) HEALTH:

27. Resolution authorizing the ratification of an Interlocal Agreement with Skagit Valley College for the continuation of a Public Health Nurse to provide consultation services to staff and families of the Skagit/Islands Head Start Program in Skagit County. Language negotiations delayed the execution of the Agreement before its commencement. **(Resolution No. R20120101)**
28. Interlocal Agreement with Skagit Valley College for the continuation of a Public Health Nurse to provide consultation services to staff and families of the Skagit/Islands Head Start Program in Skagit County. The Agreement commenced on September 1, 2011, and shall be completed on August 31, 2012. Compensation from Skagit Valley College is on a fee for service basis, with total compensation amount not to exceed \$1,000. **(Contract No. C20120121)**

n) SHERIFF:

29. Resolution authorizing the ratification of Amendment No. 1 to Interlocal Jail Services Agreement No. C20110291 with Snohomish County for the housing of inmates in the Snohomish County Jail. The Amendment was misplaced and it was not received by Skagit County for execution until after its commencement. **(Resolution No. R20120102)**
30. Amendment No. 1 to Interlocal Jail Services Agreement No. C20110291 with Snohomish County for the housing of inmates in the Snohomish County Jail. This Amendment commenced on January 1, 2012. This Amendment increases the compensation rate for housing Skagit County inmates from \$62.50 to \$64.38 per day. All other terms and conditions of the original Agreement shall remain in effect. **(Amendment No. A20120034)**
31. Resolution authorizing the ratification of an Interlocal Cooperative Agreement with Skagit Transit System to provide work crew services under the County's Offender Work Crew Program. Contract negotiations delayed the execution of the Agreement before its commencement. **(Resolution No. R20120103)**

32. Interlocal Cooperative Agreement with Skagit Transit System to provide work crew services under the County's Offender Work Crew Program. The Agreement commenced on January 1, 2012, and shall continue until December 31, 2016. Compensation from Skagit Transit shall not exceed \$20,000. **(Contract No. C20120122)**
33. Resolution authorizing the ratification of a Contract with the Humane Society of Skagit Valley to provide kennels for animals brought in by County representatives. Contract negotiations regarding automatic renewals of the contract, verses negotiating the contract annually, delayed the finalization before its commencement. **(Resolution No. R20120104)**
34. Contract with the Humane Society of Skagit Valley to provide kennels for animals brought in by County representatives. The Contract commenced on January 1, 2012, and shall continue until December 31, 2012. Compensation shall not exceed \$60,000. **(Contract No. C20120123)**

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) Warrants numbered 358585 through 359050 from Clearing Fund 696 in the total dollar amount of \$2,032,550.55 (Transmittal No. C-37-12); and
 - b) Payroll warrants numbered 295806 through 296484 in the total dollar amount of \$1,098,759.12 (Transmittal No. P-11-12); and
 - c) Junior District Payroll warrants number 996317 through 996486 in the total dollar amount of \$256,321.92 (Transmittal No. P-12-12).

VII. **ADJOURNMENT:**

Chairman Dahlstedt adjourned the proceedings at 1:34 p.m. and announced the executive sessions scheduled for Monday, March 26, 2012.

The Commissioners attended a executive session from 9:30 a.m. to 12:00 p.m. The purpose of the executive session was Personnel - To evaluate the qualifications of an applicant for public employment or to review the performance of a public employee. Commissioners Ron Wesen, Ken Dahlstedt, and Sharon Dillon, and County Administrator Tim Holloran, Human Resources Director Billie Kadmas, and Budget and Finance Director Trisha Logue also attended the executive session.

The Commissioners attended an executive session from 2:00 p.m. to 2:45 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.) The following attorneys were present at the executive session and gave legal advice to the Board of

County Commissioners: Will Honea and Arne Denny. Commissioners Ron Wesen, Ken Dahlstedt, and Sharon Dillon, and County Administrator Tim Holloran, Planning and Development Services Director Gary Christensen, Environmental Health Manager Corinne Story, Technical Resource Coordinator Clyde Williams, Environmental Health Specialist Alison Mohns, and Environmental Health Specialist David English also attended the executive session.

**BOARD OF COMMISSIONERS
SKAGIT COUNTY, WASHINGTON**

Kenneth A. Dahlstedt, Chairman

Sharon D. Dillon, Commissioner

Ron Wesen, Commissioner

ATTEST:

Linda Hammons, Clerk of the Board