

**RECORD OF THE PROCEEDINGS
SKAGIT COUNTY BOARD OF COMMISSIONERS
MONDAY, AUGUST 27, 2012**

The Skagit County Board of Commissioners met in regular session on Monday, August 27, 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 1:32 p.m.

II. PLEDGE OF ALLEGIANCE:

Chairman Dahlstedt 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 remove Consent Agenda Item number 6 so that it could be voted on separately. Commissioner Wesen seconded the motion.
The vote passed unanimously.

A motion was made by Commissioner Dillon to approve Consent Agenda Items 1 through 5, 7 and 8, Ratification Items 9 and 10, vouchers and warrants for Monday, August 27, 2012. Commissioner Wesen seconded the motion.
The vote passed unanimously.

c) *2:00 p.m. - 3:00 p.m. Executive Session (Litigation - RCW 42.30.110(1)(i))

d) *3:00 p.m. - 4:00 p.m. Executive Session (None Scheduled as of the Date of this Notice)

e) *6:00 p.m. Mount Vernon School District's Annual New Staff Barbecue (Hillcrest Park Lodge, 1717 South 13 Street, Mount Vernon)

IV. CONSENT AGENDA (items 1 through 8):

a) COMMISSIONERS:

1. Record of the Proceedings for Monday, August 20, 2012. **(Approved)**

b) FACILITIES MANAGEMENT:

2. Personal Services Agreement with HKP Architects to update the April 17, 2006 Skagit County Facilities Needs Analysis which will focus on the Needs Assessment for the Law and Justice Campus and how it affects other departments. The Agreement shall commence on the date of execution and continue until December 31, 2013. Compensation shall not exceed \$38,370. **(Contract No. C20120362)**

c) PLANNING AND DEVELOPMENT SERVICES:

3. Resolution establishing an advisory committee to assist Skagit County in considering development of a Transfer of Development Rights (TDR) Program. **(Resolution No.**

R20120276)

4. Personal Services Agreement with Ravenhead Municipal Services to provide water and wastewater services, review expenditures, provide reports and submittals as requested to the Skagit County Clean Water District Edison Sub-Area and Planning and Development Services, facilitate Sub-Area Board meetings, coordinate services, and manage projects, as described in Exhibit "A". This Agreement shall commence on the date of execution, and continue until August 31, 2014. Compensation for two years shall not exceed \$21,600. **(Contract No. C20120363)**

d) PUBLIC WORKS:

5. Resolution calling for bids and specifications for the purchase of Approximately 100 Pieces of Large Woody Debris for use in stormwater and restoration projects. The bid opening is scheduled to take place Monday, September, 17, 2012, at 2:00 p.m. or as soon as possible thereafter. **(Resolution No. R20120277)**
6. Resolution regarding the Final Order to Vacate a portion of County right-of-way known as Similk Bay Road, No. 16010. **(Item removed by Commissioner Dillon to be voted on separately).**
7. Vendor Services Agreement with Industrial Mowing & Spraying to provide field mowing services at closed Gibraltar, Inman, and Sauk Landfills for one year. The Agreement shall commence on the date of execution and continue for one year. Compensation shall not exceed \$8,000. **(Contract No. C20120364)**
8. Resolution closing the bid process for the engine maintenance and repair service for the vehicle and passenger ferry M/V Guemes. No bids were received for the bid opening which took place on Monday, August 13, 2012. Public Works will consider other procurement options for this service, or rebid the project in the future. **(Resolution No. R20120278)**

V. RATIFICATION AGENDA (items 9 and 10):

e) HUMAN RESOURCES:

9. Resolution authorizing the ratification of Personal Services Agreement with Billie Kadrmas to provide assistance to Human Resources and Risk on an as needed basis. On August 1, 2012, an investigation being performed by another government entity required Billie Kadrmas' first-hand knowledge of current and on-going issues. A signed Agreement was not in place prior to the need to consult with her. **(Resolution No. R20120279)**
10. Personal Services Agreement with Billie Kadrmas to provide assistance to Human Resources and Risk on an as needed basis. The Agreement commenced on August 1, 2012, and shall continue until December 31, 2013. Compensation shall not exceed a total of \$25,000. **(Contract No. C20120365)**

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 367336 through 367751 from Clearing Fund 696 in the total dollar amount of \$4,893,088.48 (Transmittal No. C-100-12); and
 - b) ACH Transfer Request Form and Certification to Trusteed Plans Service Corporation from

Clearing Fund 696 in the total dollar amount of \$106,380.70 (Transmittal No. C-101-12); and

- c) ACH Transfer Request Form and Certification to Trusteed Plans Service Corporation from Clearing Fund 696 in the total dollar amount of \$62,672.05 (Transmittal No. C-102-12); and
- d) Warrants numbered 367752 through 367752 from Clearing Fund 696 in the total dollar amount of \$3,000.00 (Transmittal No. C-103-12); and
- e) Payroll warrants numbered 302820 through 303568 in the total dollar amount of \$1,186,195.38 (Transmittal No. P-31-12); and
- f) Junior District Payroll warrants numbered 998028 through 998197 in the total dollar amount of \$248,510.73 (Transmittal No. P-32-12).

VII. MISCELLANEOUS:

- 1. Resolution regarding the Final Order to Vacate a portion of County right-of-way known as Similk Bay Road, No. 16010.

A motion was made by Commissioner Wesen to approve the Resolution regarding the Final Order to Vacate a portion of County right-of-way known as Similk Bay Road, No. 16010. (**Resolution No. R20120280, which had been item no. 6 on Consent Agenda**). Chairman Dahlstedt seconded the motion. The vote passed on a 2 - 1 vote with Commissioner Dillon dissenting.

VIII. ADJOURNMENT:

Chairman Dahlstedt adjourned the proceedings at 1:34 p.m. and announced an executive session on Monday, August 27, 2012. The Commissioners attended the executive session from 2:06 p.m. – 3:00 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 attorney was present at the executive session and gave legal advice to the Board of County Commissioners: Will Honea.

**BOARD OF COMMISSIONERS
SKAGIT COUNTY, WASHINGTON**

Kenneth A. Dahlstedt, Chairman

Sharon D. Dillon, Commissioner

Ron Wesen, Commissioner

ATTEST:

Linda Hammons, Clerk of the Board