

**RECORD OF THE PROCEEDINGS
SKAGIT COUNTY BOARD OF COMMISSIONERS
MONDAY, APRIL 15, 2013**

The Skagit County Board of Commissioners met in regular session on Monday, April 15, 2013, with Chair Sharon D. Dillon, Commissioner Ron Wesen, and Commissioner Kenneth A. Dahlstedt present.

I. CALL TO ORDER:

Chair Dillon called the proceedings to order at 1:30 p.m.

II. PLEDGE OF ALLEGIANCE:

Chair Dillon led the gallery in the salute to the flag.

III. AGENDA:

- a) * 8:30 a.m. - 10:00 a.m. Briefing - County Commissioners/County Administrator
- b) * 10:00 a.m. - 11:00 a.m. Study Session: East County Resource Center Office Remodel
- c) 1:30 p.m. - 2:00 p.m. Consent Agenda, Vouchers, Warrants, and Miscellaneous Items

A motion was made by Commissioner Dahlstedt to approve consent agenda items 1 through 19, ratification agenda items 20 through 27, vouchers and warrants for Monday, April 15, 2013. Commissioner Wesen seconded the motion.

The vote passed unanimously.

- d) * 2:00 p.m. - 2:45 p.m. Executive Session (Real Estate - RCW 42.30.110(1)(c))

Chair Dillon announced an executive session on Monday, April 15, 2013. Commissioner Dillon, Wesen and Dahlstedt attended the executive session from 2:01 p.m. – 2:45 p.m. The purpose of the executive session was Real Estate - RCW 42.30.110(1)(c). Parks, Recreation and Fair Director Brian Adams, Mary Alice Grobbin and Dr. Keegan of Skagit Valley College, and County Administrator Tim Holloran were also in attendance.

- e) * 2:45 p.m. - 3:45 p.m. Executive Session (Potential Litigation - RCW 42.30.110(1)(i))

Chair Dillon announced an executive session on Monday, April 15, 2013. Commissioner Dillon, Wesen and Dahlstedt attended the executive session from 2:51 p.m. – 4:06 p.m. The purpose of the executive session was Litigation - RCW 42.30.110(1)(i). The following attorney was invited to the executive session and gave legal advice to the Commissioners: Will Honea and Richard Weyrich. County Administrator Tim Holloran, Budget and Finance Director Trisha Logue, Sheriff Will Reichardt, Judge Michael Rickert, and Chief of Corrections Charlie Wend were also in attendance.

- f) * 6:00 p.m. Informational Public Meeting Regarding Pioneer Highway and Fir Island Road Intersection Project (Conway School Library, 19710 State Route 534, Mount Vernon)

IV. CONSENT AGENDA (items 1 through 19):

a) COMMISSIONERS:

- 1. Record of the Proceedings for Monday, April 8, 2013. **(Approved)**
- 2. Record of the Proceedings for Tuesday, April 9, 2013. **(Approved)**
- 3. Resolution to appoint Ralph Rowland to the Skagit County Parks and Recreation Advisory Board. His term shall commence on April 15, 2013, and continue until

December 31, 2015. **(Resolution No. R20130087)**

4. Resolution to appoint Jeff Kaptein to the position of Commissioner No. 3 of Dike District No. 17 in order to fill the vacancy left by the resignation of Commissioner Jackie Paul. Jeff Kaptein will serve until the next special district general election. The current term expires February 2018. **(Resolution No. R20130088)**
- b) AUDITOR:
5. Amendment No. 2 to Contract No. C20050250 with HART Intercivic. This Amendment provides extended hardware warranties on the DAU, JBC and VBO election equipment through June 13, 2014. Compensation is increased by \$567.00, for a new contract amount not to exceed \$253,871.86. All other terms and conditions of the original Agreement and subsequent Amendments shall remain in effect. **(Amendment No. A20130036)**
- c) FACILITIES MANAGEMENT:
6. Vendor Services Agreement with Great Floors Commercial Sales to install moisture barrier sealer and replace carpet in Skagit County Records Office, located at 1800 Continental Place in Mount Vernon. The Agreement shall commence on the date of execution and shall continue for one year. Compensation shall not exceed \$10,522.26, including applicable sales tax. **(Contract No. C20130154)**
- d) INFORMATION SERVICES:
7. Subscription Services Agreement with InTime Services Inc. to provide scheduling software for the Skagit County Sheriff and will replace the current Speedshift application currently installed which will no longer be supported in 2014. The Agreement with InTime Services Inc. will commence on the date of execution and continue for three years. Compensation shall not exceed \$35,040. **(Contract No. C20130155)**
 8. Personal Services Agreement with Handel Information Technologies, Inc. to assess the current sanctions process utilized by the Office of Juvenile Courts and determine the best methodology to improve workflow. The Agreement shall commence on the date of execution and continue until December 31, 2013. Compensation shall not exceed \$540. **(Contract No. C20130156)**
- e) PARKS AND RECREATION:
9. Vendor Services Agreement with Dahl Electric, Inc. to provide services and repairs to certain facilities listed in the Agreement. The Agreement shall commence on the date of execution and continue for one year. Compensation shall not exceed \$10,000. **(Contract No. C20130157)**
- f) PLANNING AND DEVELOPMENT SERVICES:
10. Amendment A to Contract No. F12-52205-004, Skagit County Interlocal Agreement No. C20120491, with Washington State Department of Commerce, State Energy Office, to develop a land use ordinance to enable and regulate small and mid-sized wind power projects. This Amendment revises the end date to June 30, 2013 to correspond to the US Department of Energy Windpowering America grant. Compensation remains the same and will not exceed \$12,500. **(Amendment No. A20130037)**
 11. Real Estate Purchase and Sale Agreement with Donald and Carmen Krieger for Parcel No. P69569 in the amount of \$122,000. This purchase is the second property which is part of the Mitigation Project Grant Agreement No. E11-133, Skagit County Contract No. C20110071, with the Washington State Military Department and the Federal Emergency Management Agency (FEMA) to provide funds to acquire and demolish two flood-prone structures located in the floodplain of the Skagit River and its tributaries. **(Contract No. C20130158)**
 12. Easement with Skagitwilde Corporation for Parcel Numbers P119533 and P69569. This Easement is part of the Mitigation Project Grant Agreement No. E11-133, Skagit County Contract No. C20110071, with the Washington State Military Department and the

Federal Emergency Management Agency (FEMA) to provide funds to acquire and demolish two flood-prone structures located in the floodplain of the Skagit River and its tributaries. **(Contract No. C20130159)**

g) PROSECUTOR:

13. Resolution authorizing a special assessment to reimburse Skagit County for costs incurred to defray the cost of abating a nuisance under RCW 36.32.120(10) against Rigoberto Vivanco and Estela Becerra. **(Resolution No. R20130089)**

h) PUBLIC WORKS:

14. Resolution granting voting authority to establish an Out-of-County surcharge for disposal of solid waste from San Juan County and the Town of Friday Harbor. **(Resolution No. R20130090)**
15. Resolution regarding the approval of maps, plans, and specifications and call for bids for Run-Off-Road and Intersection Safety Project (Josh Wilson Road and Farm to Market Road Intersection) #ESTS11-1, Federal Aid #HSIP-000S(275). The bid opening is scheduled for Monday, May 13, 2013, at 2:00 p.m. or as soon as thereafter possible. **(Resolution No. R20130091)**
16. Resolution regarding the approval of maps, plans, and specifications and call for bids for Run-Off-Road and Intersection Safety Project (Josh Wilson Road - Higgins Airport Way Intersection) #ESTS11-2, Federal Aid #HSIP-000S(275). The bid opening is scheduled for Monday, May 13, 2013, at 2:15 p.m. or as soon as thereafter possible. **(Resolution No. R20130092)**
17. Temporary Easement with Dennis Kurtz for a portion of Parcel No. P50572 for Natural Resource Stewardship Program (NRSP) riparian restoration maintenance work. The Easement shall commence on the date of execution and continue for ten (10) years from the date of execution. All work associated with this Temporary Easement is 75% funded by the Washington State Department of Ecology Grant No. G0900062, NRSP, Skagit County Grant Funding Agreement No. C20080607, and 25% funded by the Clean Water Fund 120. **(Contract No. C20130160)**
18. Work Plan/Financial Plan with the United States Department of Agriculture, Animal and Plant Health Inspection Services- Wildlife Services (APHIS-WS), in accordance with Cooperative Services Agreement No. 12-73-53-2009-RA, Skagit County Agreement No. C20100567, to provide assistance to Skagit County for wildlife control activities. The Agreement shall commence on June 1, 2013, and continue through June 30, 2014. Compensation shall not exceed \$6,845. **(Contract No. C20130161)**

i) RISK MANAGEMENT:

19. Personal Services Agreement with Rose Environmental to conduct air quality sampling for employee hazard assessment aboard the Guemes Ferry. The Agreement shall commence on the date of execution and continue until December 31, 2013. Compensation shall not exceed \$10,000. **(Contract No. C20130162)**

V. RATIFICATION AGENDA (items 20 through 27):

j) PUBLIC WORKS:

20. Resolution authorizing the ratification of a Vendor Services Agreement with Concrete Nor'West to provide gravel and concrete products as listed in Attachment "A" of the 2013 spring/summer Maintenance Material Eligibility List. The road department determined that it was necessary to purchase road maintenance materials prior to the execution of the contract to avoid delays in the maintenance of County roads. **(Resolution No. R20130093)**
21. Vendor Services Agreement with Concrete Nor'West to provide gravel and concrete products as listed in Attachment "A" of the 2013 spring/summer Maintenance Material Eligibility List. The Agreement commenced on February 27, 2013, and shall continue for one year. Compensation shall not exceed \$50,000. **(Contract No. C20130163)**

22. Resolution authorizing the ratification of a Vendor Services Agreement with Granite Construction Company to provide gravel and specialty and mixed asphalt products as listed in Attachment "A" of the 2013 spring/summer maintenance material eligibility list. The road department determined that it was necessary to purchase road maintenance materials prior to the execution of the contract to avoid delays in maintenance of County roads. **(Resolution No. R20130094)**
23. Vendor Services Agreement with Granite Construction Company to provide gravel and specialty and mixed asphalt products as listed in Attachment "A" of the 2013 spring/summer maintenance material eligibility list. The Agreement commenced on February 27, 2013, and shall continue for one year. Compensation shall not exceed \$100,000. **(Contract No. C20130164)**
24. Resolution authorizing the ratification of Amendment No. 1 to Vendor Services Agreement No. C20130115 with Martin Marietta Materials to provide gravel and rock products. So that maintenance on County roads was not delayed, materials were purchased from the Contractor before the final execution of the Agreement, making it necessary to correct the term. **(Resolution No. R20130095)**
25. Amendment No. 1 to Vendor Services Agreement No. C20130115 with Martin Marietta Materials to provide gravel and rock products as listed in Attachment "A" of the 2013 spring/summer Material Eligibility List. This Amendment modifies the term of the Amendment, commencing February 28, 2013 and continuing until March 18, 2014. Compensation remains the same, not to exceed \$250,000. All other terms and conditions of the original Agreement shall remain in effect. **(Amendment No. A20130038)**

k) SHERIFF:

26. Resolution authorizing the ratification of an Interlocal Cooperative Agreement with Whatcom County's Northwest Minichain per Resolution No. R16389 to provide transportation services for prisoners. A signed Agreement was only recently received from Whatcom County due to delays in receiving cost figures. **(Resolution No. R20130096)**
27. Interlocal Cooperative Agreement with Whatcom County's Northwest Minichain per Resolution No. R16389 to provide transportation services for prisoners. The Agreement commenced on January 1, 2013, and shall continue through December 31, 2013. Compensation shall not exceed \$48,705. **(Contract No. C20130165)**

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 380885 through 380954 from Clearing Fund 696 in the total dollar amount of \$140,268.70 (Transmittal No. C-45-13); and
 - b) ACH Transfer Request Form and Certification to Trusteed Plans Service Corporation from Clearing Fund 696 in the total dollar amount of \$302,784.45 (Transmittal No. C-46-13); and
 - c) Warrants numbered 380995 through 381255 from Clearing Fund 696 in the total dollar amount of \$1,226,220.01 (Transmittal No. C-47-13); and
 - d) Payroll warrants numbered 313373 through 314072 in the total dollar amount of \$1,094,043.61 (Transmittal No. P-13-13); and
 - e) Junior District Payroll warrants numbered 800697 through 800874 in the total dollar amount of \$262,782.42 (Transmittal No. P-14-13).

VII. ADJOURNMENT:

Chair Dillon adjourned the proceedings at 1:35 p.m.

**BOARD OF COMMISSIONERS
SKAGIT COUNTY, WASHINGTON**

Sharon D. Dillon, Chair

Ron Wesen, Commissioner

Kenneth A. Dahlstedt, Commissioner

ATTEST:

Clerk of the Board