

**RECORD OF THE PROCEEDINGS
SKAGIT COUNTY BOARD OF COMMISSIONERS
MONDAY, JUNE 17, 2013**

The Skagit County Board of Commissioners met in regular session on Monday, June 17, 2013, with Commissioners Sharon D. Dillon, Ron Wesen, and Kenneth A. Dahlstedt present.

I. CALL TO ORDER:

Chair Dillon called the proceedings to order at 1:15 p.m.

II. PLEDGE OF ALLEGIANCE:

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

III. AGENDA:

- a) *8:30 a.m. - 10:30 a.m. Briefing - County Commissioners/County Administrator
- b) 1:15 p.m. - 1:30 p.m. Consent Agenda, Vouchers, Warrants and Miscellaneous Items
- c) *1:30 p.m. - 2:30 p.m. Executive Session (Potential Litigation RCW 42.30.110(1)(i))

The Commissioners attended an executive on Monday, June 17, 2013, from 1:35 p.m. to 2:17 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: Skagit County Prosecutor Rich Weyrich, attorneys Jay Derr and Thomas Casillas representing the County from Van Ness Feldman GordonDerr. Other Attendees: Skagit County Administrator Tim Holloran.

- d) 2:30 p.m. - 3:30 p.m. Washington Counties Risk Pool (WCRP) Annual Presentation

Chair Dillon reconvened the proceedings at 2:32 p.m.

Human Resources Director Jessica Neill Hoyson introduced Washington Counties Risk Pool (WCRP) Member Services Director David Goldsmith, and Executive Director Vyrle Hill.

Mr. Goldsmith presented WCRP's Mission Statement and outlined the services that were provided by WCRP. Mr. Goldsmith reported that the claims trend was decreasing which he indicated would keep the premium payments at a reasonable rate. The Commissioners were presented with the 2012 Annual Report.

- e) *3:30 p.m. - 4:30 p.m. Executive Session (Potential Litigation RCW 42.30.110(1)(i))

Commissioners Wesen and Dahlstedt attended an executive session on Monday, June 17, 2013 from 3:32 p.m. to 4:35 p.m. Commissioner Dillon's absence was excused. 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: Skagit County Civil Deputy Prosecuting Attorney Arne Denny. Other Attendees: County Administrator Tim Holloran, Human Resources Director/Risk Manager Jessica Neill Hoyson, Budget and Finance Director Trisha Logue, Washington Counties Risk Pool Executive Director Vyrle Hill and Washington Counties Risk Pool Member Services David Goldsmith.

IV. CONSENT AGENDA FOR MONDAY, JUNE 17, 2013 (items 1 through 27):

A motion was made by Commissioner Dahlstedt to approve the Consent Agenda items 1 through 27, Ratification Agenda items 28 and 29, vouchers and warrants for Monday, June 17, 2013.

Commissioner Wesen seconded the motion.
The vote passed unanimously.

a) COMMISSIONERS:

1. Record of the Proceedings for Monday, June 10 2013. **(Approved)**
2. Record of the Proceedings for Tuesday, June 11, 2013. **(Approved)**
3. Resolution to appoint James Bolton to a three (3) year term on the Board of Equalization. His term shall commence on the date of execution and continue until December 31, 2015. **(Resolution No. R20130152)**
4. Resolution to reappoint Abraham Gonzalez to a five (5) year term on the Housing Authority Board of Skagit County. His term commenced on March 1, 2013, and shall continue until February 28, 2018. **(Resolution No. R20130153)**
5. Resolution naming a security official responsible for HIPAA Policies and Procedures as required under the HIPAA Security Rule. **(Resolution No. R20130154)**
6. Resolution rescinding Resolution No. R20130143 and Amending Resolution No. R20130036 renaming the Sedro-Woolley School District Rural-Partial County Library District to the Central Skagit Rural Partial-County Library District as requested by the library board Trustees. **(Resolution No. R20130155)**

b) ADMINISTRATIVE SERVICES:

7. Amendment No. 1 to Personal Services Agreement No. C20110438 with SDM Advisors, Inc. to provide financial advisory services and analysis. The original Agreement commenced on October 10, 2011, and shall continue until December 31, 2015. The purpose of this Amendment is to assign the contract to Public Financial Management, Inc., effective on June 17, 2013. All other terms and conditions of the original Agreement shall remain in effect including the compensation amount not to exceed \$100,000. **(Amendment No. A20130068)**
8. Amendment No. 1 to Personal Services Agreement No. C20110494 with Marc L. Estvold, Inc. AIA, LEED AP to provide planning and development services for the Skagit County Regional Jail Facility. The Amendment extends the term of the Agreement from June 19, 2013, to December 31, 2013, in order to allow for the completion of work described in Exhibit B, Scope of Work. This Amendment also increases compensation by \$65,000 for a new total compensation amount not to exceed \$265,000. All other terms and conditions of the original Agreement shall remain in effect. **(Amendment No. A20130069)**

c) AUDITOR:

9. Amendment No. 8 to Grant Agreement No. G-2855, Skagit County Contract No. C20050162, with the State of Washington Office of the Secretary of State to upgrade Skagit County's ballot tabulation system to meet the current HAVA requirements. The purpose of the Amendment is to amend the expiration date of the Agreement from June 30, 2013, to December 31, 2013 in order to utilize reimbursement funds associated with enhancing the printed voters' pamphlet. All other terms and conditions of the original Agreement and subsequent Amendments shall remain in effect. **(Amendment No. A20130070)**

d) BUDGET AND FINANCE:

10. Resolution to set the statutory dates for 2014 Skagit County Budget. **(Resolution No. R20130156)**

e) COMMUNITY SERVICES:

11. Interlocal Cooperative Agreement with Northwest ESD 189 to provide substance abuse treatment and outreach programming to youth residing in Concrete, Anacortes, La Conner, and Sedro-Woolley School Districts. The Agreement shall commence on July 1, 2013, and continue until December 31, 2013. Compensation shall not exceed \$50,000 and is funded by federal, state, and 0.1% tax. **(Contract No. C20130238)**
 12. Amendment No. 1 to Interagency Agreement with North Sound Mental Health Administration (NSMHA) Contract #NSMHA-Skagit County-Jail Services-11-13, Skagit County Agreement No. C20110492 to provide funding for the provision of services to mentally ill offenders in the Skagit County Jail. The original Agreement commenced on October 1, 2011, and shall continue until September 30, 2013. The purpose of this Amendment is to decrease funding to Skagit County by \$27,000 for a new compensation amount to Skagit County not to exceed \$63,000. All other terms and conditions of the original Agreement shall remain in effect. **(Amendment No. A20130071)**
 13. Resolution authorizing the termination of Personal Services Agreement No. C20120345 and Amendment No. A20120112 with Pioneer Human Services for the provision of case management services. **(Resolution No. R20130157)**
 14. Personal Services Agreement with Phoenix Recovery Services for the provision of substance abuse treatment services. The Agreement shall commence on July 1, 2013, and continue until December 31, 2013. Compensation shall not exceed \$300,000 and is funded by State of Washington Department of Social and Services, Division of Behavioral Health and Recovery. **(Contract No. C20130239)**
 15. Amendment No. 1 to Personal Services Agreement No. C20120394 with Skagit Recovery Center for the provision of WA-CARES recovery services. The original Agreement commenced on October 1, 2012, and shall continue until September 30, 2013. The purpose of this Amendment is to increase compensation by \$24,000 for a new compensation amount not to exceed \$70,585. All other terms and conditions of the original Agreement shall remain in effect including the sources of funding from the Substance Abuse and Mental Health Services Administration, Center for Substance Abuse Treatment, Document #10T1234254; Catalog of Federal Domestic Assistance Number 93.243. **(Amendment No. A20130072)**
 16. Personal Services Agreement with Compass Health to provide chemical dependency treatment and support services, generally in an outpatient setting, to eligible persons as part of the Prevention, Intervention, Treatment, and Aftercare (PITA) continuum. The Agreement shall commence on July 1, 2013, and continue until December 31, 2013. Compensation shall not exceed \$30,000 and is funded the Substance Abuse Prevention and Treatment Block Grant. **(Contract No. C20130240)**
- f) GEOGRAPHIC INFORMATION SERVICES:
17. Interlocal Cooperative Agreement with Skagit Conservation District to establish a cost sharing partnership for Pictometry Imagery and Software. The Agreement shall commence on the date of execution and shall continue for two years. Compensation shall not exceed \$8,600 for the two (2) year license of the Pictometry products. **(Contract No. C20130241)**
- g) HEALTH:
18. Interlocal Agreement with Skagit/Islands Head Start of Skagit Valley College to provide health consultation by a Public Health Nurse to the staff members and families of Skagit/Islands Head Start in Skagit County. The Agreement shall commence on September 1, 2013, and continue until August 31, 2014. Compensation to Skagit County shall not exceed \$2,000. **(Contract No. C20130242)**
- h) INFORMATION SERVICES:

19. Vendor Services Agreement with RFI Communications and Security Systems to furnish all labor, materials and other incidentals to upgrade the Duress system in order to reduce the incidents of false alarms. The Agreement shall commence on the date of execution and continue shall continue for one (1) year. Compensation shall not exceed \$5,100. **(Contract No. C20130243)**

i) PARKS, RECREATION AND FAIRGROUNDS:

20. Personal Services Agreement with Kerry Sharp, Hypnotist, to perform two (2) stage show sets, on Friday, August 9, 2013, and two (2) stage show sets, on Saturday, August 10, 2013, during the Skagit County Fair. The Agreement shall commence on August 9, 2013, and continue until August 10, 2013. Compensation shall not exceed \$2,000. **(Contract No. C20130244)**

21. Personal Services Agreement with Graham-Bunting & Associates to prepare a fish and wildlife site assessment update and shoreline permit application for proposed improvements at Clear Lake Park, located at 12925 South Front Street in Clear Lake. The Agreement shall commence on the date of execution and shall continue for one year. Compensation shall not exceed \$3,500. **(Contract No. C20130245)**

j) PUBLIC WORKS:

22. Resolution rejecting all bids for the South Shore Road Culvert Replacement Project #ES19000-3. All bids received exceeded the Engineer's estimate. **(Resolution No. R20130158)**

23. Temporary Easement with Larry Thomas and Samara Thomas for Parcel No. P50899 for Natural Resource Stewardship Program (NRSP) riparian restoration maintenance work around the Samish River. 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. C20130246)**

24. Amendment No. 1 to Coordinated Prevention Grant Agreement No. G1200236, Skagit County Contract No. C20110648, with the State of Washington Department of Ecology to provide funding for Moderate Risk Waste Collection, Disposal and Outreach and Waste Reduction/Recycling - Public Education and Outreach. The purpose of this Amendment is to increase the maximum eligible cost under this Agreement by \$26,666.66 from \$400,474.67 to a total of \$427,141.33. The State shall fund 75% for an amount not to exceed \$320,356 and Skagit County shall fund 25% for an amount not to exceed \$106,785.33. **(Amendment No. A20130073)**

25. Vendor Services Agreement with Skagit Soils, Inc. to process yard waste into compost. The Agreement shall commence on the date of execution and continue for two (2) years. Compensation shall not exceed \$12,000 for the two (2) year period. **(Contract No. C20130247)**

26. Vendor Services Agreement with Northwest Aquatic Eco-Systems to provide aquatic plant management services for Lake Management District No. 1 for Big Lake (LMD 1). The Agreement shall commence on the date of execution and continue for two (2) years. Compensation shall not exceed \$76,000 for the two (2) year period and is funded by special assessments collected from residents of LMD 1. **(Contract No. C20130248)**

27. Vendor Services Agreement with Northwest Aquatic Eco-Systems to provide aquatic plant management services for Lake Management District No. 3 for Lakes Erie and Campbell (LMD 3). The Agreement shall commence on the date of execution and continue for two (2) years. Compensation shall not exceed \$51,000 for the two (2) year period and is funded by special assessments collected from residents of LMD 3. **(Contract No. C20130249)**

V) RATIFICATION AGENDA (items 28 and 29):

K) FACILITIES MANAGEMENT:

28. Resolution authorizing the ratification of a Subcontract with the Opportunity Council to provide outreach services for the Community Energy Challenge. A signed Agreement was not executed prior to the provision of services on May 1, 2013. **(Resolution No. R20130159)**
29. Subcontract with the Opportunity Council to provide outreach services for the Community Energy Challenge. The Agreement commenced on May 1, 2013, and shall continue until June 30, 2015. Compensation to Skagit County shall not exceed \$9,958. **(Contract No. C20130250)**

Chair Dillon recessed the proceedings at 1:19 p.m.

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 \$208,042.68 (Transmittal No. C-72-13); and
 - b) Warrants numbered 384329 through 384653 from Clearing Fund 696 in the total dollar amount of \$1,478,074.57 (Transmittal No. C-73-13).

VII. ADJOURNMENT:

Chair Dillon adjourned the proceedings at 3:16 p.m.

I. BID OPENING: MONDAY, JUNE 17, 2013:

- a) 2:00 p.m. 2013 Asphalt Overlay/Schedule A: Cook Road, Skagit County Project #ESAO13-1; Schedule B: Old Highway 99 North, Spruce Street, and Bouslog Road, Skagit County Project #ES97-77, City of Burlington Job #5-13, TIB Project #3-W159(001)-1

Project Manager Larry Krueger and Administrative Assistant Contracts and Grants Sheila Daut were present to open the following bids:

CEMEX
PO Box 2037
Everett, WA 98213
Addenda: Acknowledged
Proposal Bond: Signed
Non-Collusion Declaration: Included
Total Bid Amount: \$1,413,549.90

Lakeside Industries, Inc.
PO Box 729
Anacortes, WA 98221
Addenda: Acknowledged
Proposal Bond: Signed
Non-Collusion Declaration: Included
Total Amount: \$1,126,000.90

Mr. Krueger noted that the Lakeside Industries was the apparent low bidder. He noted that the bids would be reviewed and a recommendation will be brought forward in the near future.

**BOARD OF COMMISSIONERS
SKAGIT COUNTY, WASHINGTON**

Sharon D. Dillon, Chair

Ron Wesen, Commissioner

Kenneth A. Dahlstedt, Commissioner

ATTEST:

Clerk of the Board