

**RECORD OF THE PROCEEDINGS
SKAGIT COUNTY BOARD OF COMMISSIONERS
MONDAY, AUGUST 12, 2013**

The Skagit County Board of Commissioners met in regular session on Monday, August 12, 2013, with Commissioners Ron Wesen, Kenneth A. Dahlstedt, and Sharon D. Dillon 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. - 10:30 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 FOR MONDAY, AUGUST 12, 2013 (items 1 through 17):

A motion was made by Commissioner Dahlstedt to approve the Consent Agenda items 1 through 17, Ratification Agenda items 18 through 41, vouchers and warrants for Monday, August 12, 2013. Commissioner Wesen seconded the motion. The vote passed unanimously.

a) COMMISSIONERS:

- 1. Record of the Proceedings for Monday, August 5, 2013. **(Approved)**
- 2. Record of the Proceedings for Tuesday, August 6, 2013. **(Approved)**
- 3. Resolution to appoint Burlington Fire Chief David Nielson to serve on the Central Valley Ambulance Authority Board as a representative for the City of Burlington. Chief Nielson's appointment shall commence on the date of execution and continue until July 31, 2014. **(Resolution No. R20130214)**

b) COMMUNITY SERVICES:

- 4. Personal Services Agreement with Able Opportunities, Inc. to provide leadership and training for the development of the Partnership for Employment Success Program. The Program is designed to create jobs for individuals with developmental disabilities. The Agreement shall commence on the date of execution and continue until June 30, 2014. Compensation shall not exceed \$16,933 and is funded by Developmental Disabilities State Millage funds. **(Contract No. C20130333)**

c) FACILITIES MANAGEMENT:

- 5. Interlocal Agreement with Northwest Clean Air Agency to install an additional vehicle charging station at 1800 Continental Place in Mount Vernon. The Agreement shall commence on the date of execution and shall expire on the completion date of December 31, 2013. Compensation shall not exceed \$5,380.72 and shall be funded by a grant from Northwest Clean Air Agency

pursuant to Agreement No. C20110062. **(Contract No. C20130334)**

6. Personal Services Agreement with Arnason Appraisal Services for the preparation of an Appraisal Report based on inspection and market investigation for the parking lot adjacent to County office building located at 309 S. 3rd Street in Mount Vernon, Assessor Parcel No. P52067 Lots 1, 2, Block 10, Gates Addition to Mount Vernon, Plat No. 3700. The Agreement shall commence on the date of execution and shall continue until December 31, 2013. Compensation shall not exceed \$1,000. **(Contract No. C20130335)**
 7. Resolution to authorize a call for bids for the East Skagit County Community Resource Center Remodel project, located at 45770 Main Street in Concrete. The bid opening is scheduled to take place on Monday, September 9, 2013, at 2:00 p.m. or as soon thereafter as possible. **(Resolution No. R20130215)**
 8. Amendment No. 1 to Personal Services Agreement No. C20110361 with Telmate, LLC to provide all inmate telephones located at Skagit County's designated sites. The original Agreement commenced on August 15, 2011 continuing for two years. The purpose of this Amendment is to extend the term of the Agreement by one (1) year to August 14, 2014, with the option to continue phones services at the same commission and rates for one (1) additional year. Telmate, LLC shall pay Skagit County on a monthly basis 60% of billed gross revenues from inmate calls. **(Amendment No. A20130097)**
- d) HUMAN RESOURCES:
9. Memorandum of Settlement between Skagit County and the Skagit County Prosecutors' Guild. **(Contract No. C20130336)**
- e) PROSECUTING ATTORNEY:
10. Resolution declaring Skagit County a "hybrid agency" under the Health Insurance Portability and Accountability Act (HIPAA). **(Resolution No. R20130216)**
 11. Amendment No. 1 to Personal Services Agreement No. C20130272 with Tomas Aminnie to provide translation and investigative services for the Skagit County Prosecuting Attorney's Office. The original Agreement commenced on May 30, 2013, and shall continue until December 31, 2013. The purpose of this Amendment is to add to the Scope of Work to allow Mr. Aminnie to accompany the Prosecution witness arriving from Ethiopia between SeaTac Airport and Mount Vernon and to cover additional translation services during interviews and meetings. This Amendment increases compensation by \$1,500 for a new compensation amount not to exceed \$2,000. All other terms and conditions of the original Agreement shall remain in effect. **(Amendment No. A20130098)**
- f) PUBLIC DEFENDER:
12. Personal Services Agreement with Dennis Scott to provide consultation and representation service to clients for mental health and involuntary commitment hearings including any jury trials. The Agreement shall commence on September 1, 2013, and continue until August 31, 2014. Compensation shall not exceed \$50,000. **(Contract No. C20130337)**
- g) PUBLIC WORKS:
13. Resolution amending Resolution No. R20120291 and to update the Skagit County Marine Resources Committee (MRC) membership roster. **(Resolution No. R20130217)**
 14. Temporary Easement with Charles Hill for a portion of Skagit County Tax Parcel No. P49402 for the Natural Resources Stewardship Program (NRSP) riparian restoration maintenance work around Friday Creek. 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. C20130338)**

15. Federal Lands Access Program Match Agreement with the US Department of Transportation Federal Highway Administration, Western Federal Land Highway Division (FHWA) to meet the 13.5% match requirement for the Hard Creek Bridge Replacement Project. The project is on the 2013-2018 Six-Year Transportation Improvement Program, and will be submitted on the 2014 Annual Construction Program for design. The total estimated cost of the project is \$1,285,000, Skagit County's value of the match required shall not exceed \$148,230. **(Contract No. C20130339)**
16. Interlocal Cooperative Agreement with Public Utility District (PUD) No.1 of Skagit County for the Pioneer Highway/Fir Island Road Intersection Project. The Agreement shall commence on the date of execution and shall continue until December 31, 2014. Skagit County will bill PUD for their portion of the project's cost estimated at \$357,258. **(Contract No. C20130340)**

h) TREASURER:

17. Resolution authorizing the cancellation of warrants in the amount of \$2,961.74, pursuant to R.C.W. 36.22.100. **(Resolution No. R20130218)**

V. RATIFICATION AGENDA (items 18 and 41):

i) ADMINISTRATIVE SERVICES:

18. Resolution authorizing the execution of Advertising Agreement with Skagit Publishing to provide advertising services for fifteen (15) County departments. A signed Agreement was not executed prior to the continuation of services on August 1, 2013, due to delays in obtaining a new Agreement from Skagit Publishing. **(Resolution No. R20130219)**
19. Advertising Agreement with Skagit Publishing to provide advertising services as requested to fifteen (15) County departments. The Agreement commenced on August 1, 2013, and shall continue until July 31, 2014. Compensation shall not exceed \$35,000. **(Contract No. C20130341)**
20. Resolution authorizing the ratification of Contract E14-017 with Washington State Military Department's Emergency Management Division and State Enhanced 911 Funds for the reimbursement of eligible coordinator professional development and operational expenses incurred described in W.A.C. 118-66-060 and E911 policies. The Contract was not received in time to be fully executed prior to the start date of July 1, 2013. **(Resolution No. R20130220)**
21. Contract E14-017 with Washington State Military Department's Emergency Management Division and State Enhanced 911 Funds for the reimbursement of eligible coordinator professional development and operational expenses incurred described in W.A.C. 118-66-060 and E911 policies. The Contract commenced on July 1, 2013, and shall continue until August 15, 2014. Reimbursement to Skagit County shall not exceed \$46,500. **(Contract No. C20130342)**

j) COMMUNITY SERVICES:

22. Resolution authorizing the ratification of a Personal Services Agreement with Washington Vocational Services to provide services as part of a pathway to employment and tailored to an individual's needs, interests, abilities, and promote career development. Service provision exceeded contract amount and it was important to continue to provide these necessary services. **(Resolution No. R20130221)**
23. Personal Services Agreement with Washington Vocational Services to provide services as part of

a pathway to employment and tailored to an individual's needs, interests, abilities, and promote career development. The Agreement commenced on June 1, 2013, and shall continue until June 30, 2013. Compensation shall not exceed \$24,320 and is funded by the Department of Social and Health Services, Division of Developmental Disabilities. **(Contract No. C20130343)**

24. Resolution authorizing the ratification of a Personal Services Agreement with Service Alternatives, Inc. to provide pathways to employment and community access services to eligible individuals with developmental disabilities. Review of the contract terms delayed finalization and it was important to continue to provide these necessary services. **(Resolution No. R20130222)**
25. Personal Services Agreement with Service Alternatives, Inc. to provide pathways to employment and community access services to eligible individuals with developmental disabilities. The Agreement commenced on July 1, 2013, and shall continue until June 31, 2014. Compensation shall not exceed \$50,000 and is funded by the Department of Social and Health Services, Division of Developmental Disabilities. **(Contract No. C20130344)**
26. Resolution authorizing the ratification of a Personal Services Agreement with Pioneer Human Services to provide jail transition services to adult inmates with mental illness. Review of the contract terms and scope of work delayed the finalization of the Agreement and it was important to continue to provide these necessary services. **(Resolution No. R20130223)**
27. Personal Services Agreement with Pioneer Human Services to provide jail transition services to adult inmates with mental illness. The Agreement commenced on July 1, 2013, and shall continue until September 30, 2013. Compensation shall not exceed \$18,000 and is funded by the 0.1% sales tax. **(Contract No. C20130345)**

k) CONSERVATION FUTURES:

28. Resolution authorizing the ratification of Amendment No. 2 to Personal Services Agreement No. C20120342 with Eric Nelson to provide monitoring services for the Skagit County Farmland Legacy Program. The original Agreement commenced on August 6, 2012, and shall continue until December 31, 2013. Amendment No. A20130086 was approved by the Board of County Commissioners on July 15, 2013. The negotiated hourly rate of \$70, effective July 15, 2013, was not reflected in Amendment No. A20130086. **(Resolution No. R20130224)**
29. Amendment No. 2 to Personal Services Agreement No. C20120342 with Eric Nelson to provide monitoring services for the Skagit County Farmland Legacy Program. The original Agreement commenced on August 6, 2012, and shall continue until December 31, 2013. Amendment No. A20130086 was approved by the Board of County Commissioners on July 15, 2013. The purpose of this Amendment is to increase the hourly rate from \$60 to \$70, effective July 15, 2013. All other terms and conditions of the original Agreement and subsequent Amendment shall remain in effect including the compensation amount not to exceed \$75,000. **(Amendment No. A20130099)**

l) FACILITIES MANAGEMENT:

30. Resolution authorizing the ratification of a Vendor Services Agreement with Meyer Sign and Advertising Co. Inc. to fabricate and install an awning at the Skagit County Public Safety Building, located at 600 South 3rd Street in Mount Vernon. Finalization of the Agreement was delayed due to staff turnover. **(Resolution No. R20130225)**
31. Vendor Services Agreement with Meyer Sign and, Advertising Co. Inc. to fabricate and install an awning at the Skagit County Public Safety Building, located at 600 South 3rd Street in Mount Vernon. The Agreement commenced on March 18, 2013, and shall continue for one year. Compensation shall not exceed \$2,250.56. **(Contract No. C20130346)**
32. Resolution authorizing the ratification of a Vendor Services Agreement with Esary Roofing & Siding Co. Inc. to repair a leak in the roof at the Skagit County Moen Building, located at 315. S.

3rd Street in Mount Vernon. Due to the size and location of the leak, it was deemed an emergency and repair was required prior to the finalization of the Agreement. **(Resolution No. R20130226)**

33. Vendor Services Agreement with Esary Roofing & Siding Co. Inc. to repair a leak in the roof at the Skagit County Moen Building located at 315. S. 3rd Street in Mount Vernon. The Agreement commenced on May 30, 2013, and shall continue for one year. Compensation shall not exceed \$367.88. **(Contract No. C20130347)**

m) PROSECUTING ATTORNEY:

34. Resolution to authorize the ratification of a Personal Services Agreement with Yohannes Kidane to provide translation of written documents from Ethiopian into English related to the criminal cases of the State v. Larry Williams and the State v. Carri Williams. Due to the immediate need of the services, translation of these official documents was required prior to the execution of the Agreement. **(Resolution No. R20130227)**
35. Personal Services Agreement Yohannes Kidane to provide translation of written documents from Ethiopian into English related to the criminal cases of the State v. Larry Williams and the State v. Carri Williams. The Agreement commenced on July 10, 2013, and shall continue until December 31, 2013. Compensation shall not exceed \$2,000. **(Contract No. C20130348)**

n) OFFICE OF JUVENILE COURT:

36. Resolution to authorize the ratification of Interagency Agreement No. IAA14056 with the State of Washington Administrative Office of the Courts (AOC) for the BECCA Bill Programs and Services. The Agreement was not received in time to fully execute it prior to the start date of July 1, 2013. **(Resolution No. R20130228)**
37. Interagency Agreement No. IAA14056 with the State of Washington Administrative Office of the Courts (AOC) for the BECCA Bill Programs and Services. The Agreement commenced on July 1, 2013, and shall continue until June 30, 2014. Compensation to Skagit County shall not exceed \$323,285. **(Contract No. C20130349)**

o) PUBLIC WORKS:

38. Resolution authorizing the ratification of Amendment No. 1 to Personal Services Agreement No. C20110303 with Golder Associates, Inc. to conduct domestic water use metering study in selected river tributaries. The metering study is required by the settlement agreement for instream flow implementation between Skagit County, the Department of Ecology, and the City of Anacortes. Due to unanticipated delays in resolving scheduling issues between Golder Associates, Inc., the Department of Ecology, and the County, it was necessary to conduct work before the Agreement expired. **(Resolution No. R20130229)**
39. Amendment No. 1 to Personal Services Agreement No. C20110303 with Golder Associates, Inc., to conduct domestic water use metering study in selected river tributaries. The metering study is required by the settlement agreement for instream flow implementation between Skagit County, the Department of Ecology, and the City of Anacortes. The original Agreement commenced on November 9, 2009, and shall continue until June 30, 2013. The purpose of this Amendment is to extend term of the Agreement to September 30, 2013. All other terms and conditions shall remain in effect including compensation amount not to exceed \$71,800. **(Amendment No. A20130100)**

p) SHERIFF:

40. Resolution authorizing the ratification of an Interagency Agreement with the Washington Association of Sheriffs and Police Chiefs (WASPC) for the Registered Sex Offender Address and Residency Verification Program. A signed Agreement was only recently received from WASPC after the amount of funding to allocate to Skagit County was determined. **(Resolution No.**

R20130230)

- 41. Interagency Agreement with the Washington Association of Sheriffs and Police Chiefs (WASPC) for the Registered Sex Offender Address and Residency Verification Program. The grant award Agreement commenced on July 1, 2013, and shall expire on June 30, 2014. Compensation to Skagit County shall not exceed \$107,591. **(Contract No. R20130350)**

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 387496 through 387951 from Clearing Fund 696 in the total dollar amount of \$1,397,688.33 (Transmittal No. C-103-13).
 - b) ACH Transfer Request Form and Certification to Trusteed Plans Service Corporation from Clearing Fund 696 in the total dollar amount of \$135,105.51 (Transmittal No. C-104-13); and
 - c) Payroll warrants numbered 319014 through 319699 in the total dollar amount of \$1,205,383.69 (Transmittal No. P-29-13); and
 - d) Junior District Payroll warrants numbered 802137 through 802301 in the total dollar amount of \$274,742.12 (Transmittal No. P-30-13).

VII. ADJOURNMENT:

Chair Dillon announced that there were no executive sessions scheduled for the week of August 12, 2013. The proceedings were 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