

**RECORD OF THE PROCEEDINGS
SKAGIT COUNTY BOARD OF COMMISSIONERS
MONDAY, SEPTEMBER 30, 2013**

The Skagit County Board of Commissioners met in regular session on Monday, September 30, 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 8:30 a.m.

II. PLEDGE OF ALLEGIANCE:

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

III. AGENDA:

- a) 8:30 a.m. - 9:00 a.m. Special Meeting - Planning & Development Services - Dale Pernula, Director:

Chair Dillon introduced Director Dale Pernula.

1. Discussion: Bay View Ridge Review Process

Mr. Pernula discussed the Bay View Ridge Subarea Plan and Planned Unit Development (PUD) Ordinance with the Commissioners, asking for direction on how to proceed with each of them before the Planning Commission. They discussed whether to move the two items forward in unison on the Planning Commission's agenda, or whether to split them up. Mr. Pernula said that the Subarea Plan was ready for review, input, and approval, but he voiced concerns about the PUD being ready for review, input, and final action due to the issue of whether or not a school could be located within the area. Mr. Pernula was concerned that the issues pertaining to the PUD would unnecessarily slow down the process of finalizing the Subarea Plan if they continued to move forward together before the Planning Commission. Commissioner Dahlstedt did not want to break the two projects apart and he asked that they both be completed by the end of the year.

Commissioner Wesen wanted the Subarea Plan completed by the end of the year and the PUD Ordinance completed as soon as possible. He understood the necessity to adequately address the location of a school within the PUD Ordinance and, while he would like it to also be completed by the end of the year, he would accept it being completed in 2014 if more time was needed.

Chair Dillon was fine separating the Subarea Plan from the PUD Ordinance for review and approvals.

Mr. Pernula, the Commissioners, and Mr. Walters discussed when the items would be going before the Planning Commission. Further discussion followed about the possibility of completing both items before the end of the year.

A motion was made by Commissioner Wesen to approve Planning and Development Services move forward with the Subarea Plan, holding a public hearing on November 5, 2013 with the Planning Commission, and come back with the PUD Ordinance, holding a public hearing on November 12, 2013 with the Planning Commission with action to hopefully be taken by the end of the year. Commissioner Dahlstedt seconded the motion. The vote passed unanimously.

2. Miscellaneous

Planning and Development Services did not have any miscellaneous items to discuss. Chair Dillon recessed the proceedings at 8:56 a.m.

- b) 9:00 a.m. - 9:15 a.m. Special Meeting - Discussion/Possible Action: FY13 Skagit County Farm and Ranchland Protection Program (FRPP) Grant

Chair Dillon reconvened the proceedings at 9:00 a.m.

Kendra Smith, Farmland Legacy and Natural Resources Program Coordinator, briefed the Board on the Contract received from U.S. Department of Agriculture for the 2013 Farm and Ranch Lands Protection Program. She said that the agreement allows the County to accept a matching grant in the amount of \$1,150,000 in order to purchase agricultural conservation easements. Ms. Smith said that the Contract needed to be signed by midnight by both parties in order to allocate the funds within the correct fiscal cycle.

Ms. Smith said that the new contract updates language for applicants, requiring either a conservation plan or buffer for waters located on properties.

A motion was made by Commissioner Dahlstedt to approve the Cooperative Agreement with the U.S. Commodity Credit Corporation acting through the Natural Resources Conservation Service (USDA) and Skagit County for the 2013 Farm and Ranch Lands Protection Program, allowing the County to accept a matching grant in the amount of \$1,150,000 to purchase agricultural conservation easements. **(Contract No. C20130406)** Commissioner Wesen seconded the motion. The vote passed unanimously.

- c) 1:30 p.m. - 2:00 p.m. Consent Agenda, Vouchers, Warrants and Miscellaneous Items

Chair Dillon reconvened the proceedings at 1:30 p.m.

A motion was made by Commissioner Wesen to approve consent agenda items 1 through 3, and 5 through 14, ratification agenda items 15 through 18, vouchers and warrants for Monday, September 30, 2013. (Item No. 4 was pulled by staff). Commissioner Dahlstedt seconded the motion. The vote passed unanimously.

- d) *2:00 p.m. - 3:00 p.m. Executive Session (Real Estate Acquisition - RCW 42.30.110(1) (b))

Chair Dillon announced an executive session on Monday, September 30, 2013. Commissioner Dillon, Wesen and Dahlstedt attended the executive session from 2:00 p.m. - 2:35 p.m. The purpose of the executive session was Real Estate Acquisition - RCW 42.30.110(1)(b). (Matters relating to real estate acquisition or lease where public knowledge would cause a likelihood of increased price.) County Administrator Tim Holloran, Human Resources/Risk Director Jessica Neill Hoyson, Public Works Director Henry Hash, Attorney Stephen Fallquist, County Engineer Paul Randall-Grutter, and Engineering Technician Torey Nelson were also in attendance.

- e) *3:00 p.m. - 4:00 p.m. Executive Session (Potential Litigation - RCW 42.30.110(1)(i))

Chair Dillon announced an executive session on Monday, September 30, 2013. Commissioner Dillon, Wesen and Dahlstedt attended the executive session from 3:00 p.m. - 3:25 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: Stephen Fallquist. Skagit County Administrator Tim Holloran, Public Works Director Henry Hash, Engineer Paul Randall-Grutter, Natural

Resources Division Manager Dan Berentson, Human Resources/Risk Director Jessica Neill Hoyson, Engineering Technician Torey Nelson, and Engineering Technician Shane Whitney were also in attendance.

IV. CONSENT AGENDA (items 1 through 14):

a) COMMISSIONERS:

1. Record of the Proceedings for Monday, September 23, 2013. **(Approved)**
2. Record of the Proceedings for Tuesday, September 24, 2013. **(Approved)**
3. Ordinance imposing three tenths of one percent sales and use tax in Skagit County for the purpose of providing funds for the construction, maintenance and operation of jail facilities and police and fire protection. **(Ordinance No. O20130003)**

b) ADMINISTRATIVE SERVICES:

4. Resolution to receive National Forest Related Safety-Net Payments under P.L. 106-393 for Fiscal Year 2013/2014. **(Item pulled by staff)**

c) FACILITIES MANAGEMENT:

5. Resolution to award the bid for the Skagit County Community Resource Center remodel to Axthelm Construction, Inc. in the amount of \$99,000. **(Resolution No. R20130279)**

d) HEALTH:

6. Amendment No. 10 to Skagit County Contract No. C20110594 with Washington State Department of Health Consolidated Contract No. C16899. The purpose of this Amendment is to increase compensation by \$45,629 to continue the Onsite Sewage Systems and Public Health Emergency Preparedness and Response Programs. The term remains the same, ending December 31, 2014. Total compensation is changed and shall not exceed \$2,041,075. All other terms and conditions or the original Agreement and subsequent Amendments shall remain in effect. **(Amendment No. A20130117)**

e) INFORMATION SERVICES:

7. Amendment No. 1 to Personal Services Agreement No. C20130090 with Structured Communication Systems, Inc. to design and update Skagit County's current Citrix environment to version 6.5. This Amendment increases compensation by \$8,000 to provide troubleshooting, configuration and other support as required for the Citrix software environment installed at Skagit County. The term of the Agreement remains the same, continuing until December 31, 2013. Total compensation is changed and shall not exceed \$24,000. All other terms and conditions of the original Agreement shall remain in effect. **(Amendment No. A20130118)**
8. Interlocal Cooperative Agreement with Skagit Transit for video production services. The Agreement shall commence upon the date of execution and continue until completed, or December 31, 2014. Compensation from Skagit Transit shall not exceed \$6,000. **(Contract No. C20130407)**

f) PROSECUTING ATTORNEY:

9. Contract with Konica Minolta Business Solutions to lease a copier for the Family Support Division of the Prosecuting Attorney's Office. The Contract shall commence on the date of execution and continue for five years. Compensation shall not exceed \$10,890.60. **(Contract No. C20130408)**

g) PUBLIC WORKS:

10. Resolution regarding the Final Order to Vacate a portion of County right-of-way known as Savage Road, No. 07140. **(Resolution No. R20130280)**
11. Resolution calling for bids for Mobile Marine Refueling Services for the Vehicle and Passenger Ferry M/V Guemes. The bid opening is scheduled to take place on Monday, October 21, 2013, at 2:00 p.m. or as soon thereafter as possible. **(Resolution No. R20130281)**
12. Vendor Services Agreement with Granite Precasting & Concrete, Inc. for the purchase of one new pre-cast concrete box culvert including delivery for the Concrete Sauk Valley Road at milepost 12.5 Project #ES0800-9. The Agreement shall commence on the date of execution and continue for one year. Compensation shall not exceed \$78,986. **(Contract No. C20130409)**
13. Construction Contract Agreement with Summit Construction Group, Inc. for the Concrete Shop Sand/Salt Building Project #PW5-16. The Agreement shall commence on the date of execution and continue until completed. Compensation shall not exceed \$86,640. **(Contract No. C20130410)**

h) SHERIFF:

14. Amendment No. 9 to Vendor Services Agreement No. C20090398 with ARAMARK Correctional Services, LLC to provide food and commissary services (excluding vending machine operation) for inmates, staff, and visitors of the Skagit County Jail. The purpose of this Agreement is to extend the term of the Agreement to September 30, 2015, reduce the meal price range, increase the commission percentage, and add that the contractor will provide vocational training to inmates. All other terms and conditions of the original Agreement and subsequent Amendments shall remain in effect. **(Amendment No. A20130119)**

V. RATIFICATION AGENDA (items 15 through 18):

i) AUDITOR:

15. Resolution authorizing the ratification of a Vendor Services Agreement with HART Intercivic for preventative maintenance services for two Kodak election ballot scanners. The Agreement could not be processed before its commencement on August 1, 2013 due to a delay in processing a quote for services. **(Resolution No. R20130282)**
16. Vendor Services Agreement with HART Intercivic for preventative maintenance services for two Kodak election ballot scanners. The Agreement commenced on August 1, 2013, and shall continue until July 31, 2014. Compensation shall not exceed \$4,000. **(Contract No. C20130411)**

j) PUBLIC WORKS:

17. Resolution authorizing the ratification of Grant Agreement No. G1400105 with Washington State Department of Ecology (DOE) for the operations and priority action projects of the Skagit County Marine Resources Committee (MRC). The Agreement was not received in time to fully execute before September 16, 2013. **(Resolution No. R20130283)**
18. Grant Agreement No. G1400105 with Washington State Department of Ecology (DOE) for the operations and priority action projects of the Skagit County Marine Resources Committee (MRC). The Agreement commenced on September 16, 2013, and ends September 15, 2014. Total contract amount shall not exceed \$119,900. Skagit County shall contribute \$49,900 and DOE shall not exceed \$70,000. **(Contract No. C20130412)**

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 \$150,323.83 (Transmittal No. C-121-13); and
- b) Warrants numbered 390297 through 390471 from Clearing Fund 696 in the total dollar amount of \$718,750.94 (Transmittal No. C-122-13); and
- c) ACH Transfer Request Form and Certification to Washington Dental Service from Clearing Fund 696 in the total dollar amount of \$49,562.00 (Transmittal No. C-123-130); and
- d) Payroll warrants numbered 321182 through 321883 in the total dollar amount of \$1,115,585.95 (Transmittal No. P-35-13).

VII. ADJOURNMENT:

Chair Dillon adjourned the proceedings at 1:32 p.m.

**BOARD OF COMMISSIONERS
SKAGIT COUNTY, WASHINGTON**

Sharon D. Dillon, Chair

Ron Wesen, Commissioner

Kenneth A. Dahlstedt, Commissioner

ATTEST:

Clerk of the Board