

**RECORD OF THE PROCEEDINGS
SKAGIT COUNTY BOARD OF COMMISSIONERS
MONDAY, OCTOBER 7, 2013**

The Skagit County Board of Commissioners met in regular session on Monday, October 7, 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. - 9:30 a.m. Briefing - County Commissioners/County Administrator

b) *9:30 a.m. - 10:30 a.m. Executive Session (Potential Litigation - RCW 42.30.110(1)(i))

The Commissioners attended an executive session on Monday, October 7, 2013, from 9:30 a.m. to 10:54 a.m. The topic 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; Prosecuting Attorney Rich Weyrich, Chief Civil Deputy Prosecuting Attorney Will Honea, Civil Deputy Prosecuting Attorney Jill Dvorkin (via teleconference). Other attendees: County Administrator Tim Holloran; Interim Public Works Director Dan Berentson; Hydrogeologist Margo Gillaspay; Environmental Health Manager Corinne Story; Planning and Development Services Director Dale Pernula; and Environmental Health Specialist Ron Palmer. No action was taken.

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

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

The Commissioners attended an executive session Monday, October 7, 2013, from 2:03 p.m. to 2:20 p.m., the topic 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; Chief Civil Deputy Prosecuting Attorney Will Honea, and Civil Deputy Prosecuting Attorney Melinda Miller. Other Attendees: County Administrator Tim Holloran, and Human Resources/Risk Manager Jessica Neill Hoyson. No action was taken.

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

f) 4:00 p.m. - 4:30 p.m. Proclamation Recognizing October 6, through October 12, 2013, as 4-H Week in Skagit County

Chair Dillon reconvened the proceedings at 4:01 p.m.

William Freitas, Washington State University (WSU) Skagit County Cooperative Extension 4-H Extension Educator, noted that this year 4-H celebrated its 111 years in operation. Brian Adams, Skagit County Parks, Recreation, and Fairgrounds Director; and Aric Gaither, Skagit County Fairgrounds Event Coordinator, spoke about the importance of the 4-H Program. Several 4-H youth and leaders shared their experiences and spoke about how the 4-H Program had enriched their lives.

The Commissioners presented leaders with service pins and certificates and thanked all the volunteers for taking time to help the youth in with their 4-H activities.

Commissioner Wesen read the proclamation recognizing October 6, through October 12, 2013, as 4-H Week in Skagit County.

IV. CONSENT AGENDA FOR MONDAY, OCTOBER 7, 2013 (items 1 through 11):

A motion was made by Commissioner Wesen to approve the Consent Agenda, items 1 through 11, Ratification Agenda, items 12, through 15, vouchers and warrants for Monday, October 7, 2013. Commissioner Dahlstedt seconded the motion.

The vote passed unanimously.

a) COMMISSIONERS:

1. Record of the Proceedings for Monday, September 30, 2013. **(Approved)**

b) BUDGET AND FINANCE:

2. Interlocal Cooperative Agreement with the City of Anacortes for Library Services. The Agreement shall commence on the date of execution and continue until December 31, 2013. Compensation shall not exceed \$14,959. **(Contract No. C20130413)**
3. Interlocal Cooperative Agreement with the City of Burlington for Library Services. The Agreement shall commence on the date of execution and continue until December 31, 2013. Compensation shall not exceed \$9,172. **(Contract No. C20130414)**
4. Interlocal Cooperative Agreement with the City of Sedro-Woolley for Library Services. The Agreement shall commence on the date of execution and continue until December 31, 2013. Compensation shall not exceed \$7,364. **(Contract No. C20130415)**

c) FACILITIES MANAGEMENT:

5. Change Order No. 1 to Contract No. C20130324, AIA Document No. A101 - 2007 Standard Form of Agreement with Axthelm Construction, Inc. to complete updates at the Mount Vernon Family Resource Center. The original Agreement commenced on August 5, 2013, this Amendment increases the contract term from sixty (60) days to seventy-four (74) days in order to replace a fire door, and delete the replacement of two doors. This Amendment decreases compensation by \$4,257.34 for a new compensation amount not to exceed \$46,322.66. **(Amendment No. A20130120)**

d) OFFICE OF JUVENILE COURT:

6. Grant Award Agreement No. 2013-DJ-BX-0374 with the Department of Justice (DOJ), Office of Justice Programs (OJP), Bureau of Justice Assistance (BJA) for the Edward Byrne Memorial Justice Assistance Grant which provides funding for the Skagit Juvenile Victim Offender Meeting Program. The project period began on October 1, 2012, and will continue until September 30, 2014. Compensation to Skagit County shall not exceed \$10,050. **(Contract No. C20130416)**

e) PUBLIC WORKS:

7. Resolution to call for bids for the Anacortes-Guemes Ferry Hanger Parts Fabrication for the Guemes Island Ferry docks and flap hinge sleeve modifications of the existing ferry apron flaps. The bid opening is scheduled to take place on Monday, October 28, 2013, at 2:00 p.m., or as soon thereafter as possible. **(Resolution No. R20130284)**
8. Resolution to authorize the sale of two (2) surplus cars to Skagit Valley College for \$5,000. **(Resolution No. R20130285)**
9. Resolution to authorize the sale of one (1) surplus pickup truck to the Mount Vernon School District for \$3,500. **(Resolution No. R20130286)**

10. Resolution to authorize the sale of one (1) surplus car to the Skagit County Public Hospital District No. 1 for \$2,500. **(Resolution No. R20130287)**
11. Vendor Services Agreement with Minuteman Press to provide printing and storage of approximately 213,000 commuter tickets and punch cards for the Guemes Island Ferry. The Agreement shall commence on the date of execution and shall continue for two years. Compensation shall not exceed \$10,000. **(Contract No. C20130417)**

V. RATIFICATION AGENDA (items 12 through 15):

f) COMMUNITY SERVICES:

12. Resolution authorizing the ratification of an Interlocal Cooperative Agreement with Concrete School District to jointly fund a Truancy Intervention Specialist position to serve the School Districts and the County Juvenile Court in implementing the truancy portion of the BECCA Bill as outlined by Revised Code of Washington (RCW) and the Washington Administrative Code (WAC). Delays in finalizing the Agreement occurred due to the protracted State Budget process that is the primary funding source for Truancy Court. **(Resolution No. R20130288)**
13. Interlocal Cooperative Agreement with Concrete School District to jointly fund a Truancy Intervention Specialist position to serve the School Districts and the County Juvenile Court in implementing the truancy portion of the BECCA Bill as outlined by Revised Code of Washington (RCW) and the Washington Administrative Code (WAC). The Agreement commenced on September 1, 2013, and shall continue until August 31, 2014. The Concrete School District will reimburse Skagit County \$781. **(Contract No. C20130418)**

g) HUMAN RESOURCES:

14. Resolution authorizing the ratification of Amendment No. 1 to Personal Services Agreement No. C20130228 with Compensation Works, LLC to provide a job compensation analysis. The onsite interview process and data gathering required more time than projected. **(Resolution No. R20130289)**
15. Amendment No. 1 to Personal Services Agreement No. C20130228 with Compensation Works, LLC to provide a job compensation analysis. The original Agreement commenced on June 3, 2013, and the expiration date remains as December 31, 2013. The purpose of this Amendment is to increase compensation by \$3,000 for the additional onsite interview process and data gathering. The new compensation amount shall not exceed \$13,000. **(Amendment No. A20130121)**

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 \$63,779.25 (Transmittal No. C-124-13); and
 - b) Warrants numbered 390472 through 390749 from Clearing Fund 696 in the total dollar amount of \$1,003,318.51(Transmittal No. C-125-13).

VII. ADJOURNMENT:

Chair Dillon adjourned the proceedings at 4:31 p.m.

**BOARD OF COMMISSIONERS
SKAGIT COUNTY, WASHINGTON**

Sharon D. Dillon, Chair

Ron Wesen, Commissioner

Kenneth A. Dahlstedt, Commissioner

ATTEST:

Clerk of the Board