

**RECORD OF THE PROCEEDINGS
SKAGIT COUNTY BOARD OF COMMISSIONERS
MONDAY, JANUARY 13, 2014**

The Skagit County Board of Commissioners met in regular session on Monday, January 13, 2014, with Chair Ron Wesen, Commissioner Kenneth A. Dahlstedt, and Commissioner Sharon D. Dillon present.

I. CALL TO ORDER:

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

II. PLEDGE OF ALLEGIANCE:

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

A motion was made by Commissioner Dillon to approve Consent Agenda Items 1 through 21, Ratification Agenda Items 22 and 23, Vouchers and Warrants for Monday, January 13, 2014. Commissioner Dahlstedt seconded the motion. The vote passed unanimously.

c) *2:00 p.m. - 3:00 p.m. Executive Session (None Scheduled as of the Date of this Notice)

IV. CONSENT AGENDA (items 1 through 21):

a) COMMISSIONERS:

1. Record of the Proceedings for Monday, January 6, 2014. **(Approved)**

2. Record of the Proceedings for Tuesday, January 7, 2014. **(Approved)**

3. Resolution appointing Steve Sakuma to the Conservation Futures Program Advisory Board representing Skagitonians to Preserve Farmland, replacing David Hedlin. Mr. Sakuma's term shall commence on the date of execution and continue through December 31, 2017. **(Resolution No. R20140005)**

4. Resolution to reduce the transfer of motor vehicle fuel tax to the Special Paths Fund from 5% to 2% for calendar year 2014. **(Resolution No. R20140006)**

b) ADMINISTRATIVE SERVICES:

5. Interlocal Agreement between Skagit County, the Port of Skagit and the City of Sedro-Woolley regarding the management and potential future uses of the Northern State property. The Agreement shall commence upon the date of execution and continue through December 31, 2015. Each entity will contribute up to \$25,000 towards agreed upon tasks. **(Contract No. C20140004)**

c) ASSIGNED COUNSEL:

6. Personal Services Agreement with Tom Seguine, Attorney at Law, to provide indigent defense representation to defendants referred by the Office of Assigned Counsel who have been deemed conflict of interest cases for the Skagit County Public Defender's office. The Agreement shall commence on January 10, 2014, and continue until December 31, 2015. Compensation for the two (2) year period shall not exceed \$75,000. **(Contract No. C20140005)**

d) AUDITOR:

7. Resolution eliminating Auditor cash funds and modifying Resolution No. R20090356. The Elections Department \$60 petty cash fund and Licensing Department \$200 cash drawer will be eliminated and returned to the County Treasurer General Fund 001. The remaining fund balance for the Auditor's Office petty cash/change fund will be reduced to \$1,400. **(Resolution No. R20140007)**

e) BUDGET AND FINANCE:

8. Funding Agreement with Skagit River Bald Eagle Awareness Team, which awards \$5,000 of Lodging Tax funds to support marking and advertising for the Skagit River Bald Eagle Interpretive Center. The Agreement commenced on January 1, 2014, as authorized by Resolution No. R20130361, and shall continue until December 31, 2014. **(Contract No. C20140006)**
9. Funding Agreement with WSU Skagit County Extension - Master Gardeners Step-on-Guide bus and garden tours, which awards \$300 of Lodging Tax funds to support marking and advertising. The Agreement commenced on January 1, 2014, as authorized by Resolution No. R20130361, and shall continue until December 31, 2014. **(Contract No. C20140007)**
10. Funding Agreement with Snohomish Artist Guild, which awards \$3,000 of Lodging Tax funds to support marking and advertising for the Eleventh Annual Studio Tour 2014. The Agreement commenced on January 1, 2014, as authorized by Resolution No. R20130361, and shall continue until December 31, 2014. **(Contract No. C20140008)**
11. Funding Agreement with Skagit Artists Together, which awards \$1,500 of Lodging Tax funds to support marking and advertising. The Agreement commenced on January 1, 2014, as authorized by Resolution No. R20130361, and shall continue until December 31, 2014. **(Contract No. C20140009)**
12. Funding Agreement with Northwest Agriculture Business Center (Kneading Conference West), which awards \$5,000 of Lodging Tax funds to support marking and advertising. The Agreement commenced on January 1, 2014, as authorized by Resolution No. R20130361, and shall continue until December 31, 2014. **(Contract No. C20140010)**
13. Funding Agreement with Sedro-Woolley Museum, which awards \$1,700 of Lodging Tax funds to support marking and advertising. The Agreement commenced on January 1, 2014, as authorized by Resolution No. R20130361, and shall continue until December 31, 2014. **(Contract No. C20140011)**
14. Funding Agreement with McIntyre Hall Performing Arts & Conference Center, which awards \$12,500 of Lodging Tax funds to support marking and advertising. The Agreement commenced on January 1, 2014, as authorized by Resolution No. R20130361, and shall continue until December 31, 2014. **(Contract No. C20140012)**
15. Funding Agreement with North Cascades Institute, which awards \$2,500 of Lodging Tax funds to support marking and advertising. The Agreement commenced on January 1, 2014, as authorized by Resolution No. R20130361, and shall continue until December 31, 2014. **(Contract No. C20140013)**
16. Funding Agreement with North Cascades Institute, which awards \$1,000 of Lodging Tax funds to support marking and advertising for the Edison Bird Festival. The Agreement commenced on January 1, 2014, as authorized by Resolution No. R20130361, and shall continue until December 31, 2014. **(Contract No. C20140014)**
17. Funding Agreement with Skagit River Salmon Festival, which awards \$1,500 of Lodging Tax funds to support marking and advertising. The Agreement commenced on January 1, 2014, as authorized by Resolution No. R20130361, and shall continue until December 31, 2014. **(Contract No. C20140015)**

f) HUMAN RESOURCES:

18. Personal Services Agreement with Terri Maki, Ph.D. to provide assistance with Human Resource projects as requested by the Human Resource Director including the application of Job Evaluation Tool. The Agreement shall commence on January 15, 2014, and continue until December 31, 2014. Compensation shall not exceed \$10,000. **(Contract No. C20140016)**

g) PUBLIC WORKS:

19. Interlocal Cooperative Agreement with Skagit County Fire District #12 to perform work, provide materials and equipment rental upon request for roadway maintenance activities on a reimbursable basis for the Fire District. The Agreement shall commence upon the date of execution and continue until December 31, 2018. **(Contract No. C20140017)**
20. Interlocal Cooperative Agreement with Concrete School District #11 to perform work, provide materials and equipment rental upon request for roadway maintenance activities on a reimbursable basis for the Concrete School District. The Agreement shall commence upon the date of execution and continue until December 31, 2018. **(Contract No. C20140018)**

h) RISK MANAGEMENT:

21. Personal Services Agreement with Evergreen Safety Council to provide various safety and health trainings as requested by Risk Management. The Agreement shall commence on January 15, 2014, and continue until December 31, 2014. Compensation shall not exceed \$15,000. **(Contract No. C20140019)**

V. RATIFICATION AGENDA (items 22 and 23):

i) PUBLIC WORKS:

22. Resolution authorizing the ratification of Salmon Project Agreement No. 13-1052R with the State of Washington through the Salmon Recovery Funding Board (SRFB) and the Recreation and Conservation Office (RCO) to provide construction management and administration services for the Davis Slough Fish Passage and Flow Restoration project. The document was only recently received for execution after it was agreed to establish the term beginning on December 4, 2013. **(Resolution No. R20140008)**
23. Salmon Project Agreement No. 13-1052R with the State of Washington through the Salmon Recovery Funding Board (SRFB) and the Recreation and Conservation Office (RCO) to provide construction management and administration services for the Davis Slough Fish Passage and Flow Restoration project. The Agreement commenced on December 4, 2013, and shall continue until June 30, 2017. Total project cost is \$1,354,160 with SRFB contributing 85% of the project cost amounting to \$1,151,036 and Skagit County contributing up to 15% of the project cost amounting to \$203,124. **(Contract No. C20140020)**

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 \$116,664.33 (Transmittal No. C-6-14); and
 - b) Warrants numbered 396105 through 396429 from Clearing Fund 696 in the total dollar amount of \$2,136,118.58 (Transmittal No. C-7-14); and
 - c) Payroll warrants numbered 326038 through 326721 in the total dollar amount of \$1,195,948.01

(Transmittal No. P-01-14); and

- d) Junior District Payroll warrants numbered 804029 through 804197 in the total dollar amount of \$292,219.39 (Transmittal No. P-02-14).

VII. ADJOURNMENT:

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

**BOARD OF COMMISSIONERS
SKAGIT COUNTY, WASHINGTON**

Ron Wesen, Chair

Kenneth A. Dahlstedt, Commissioner

Sharon D. Dillon, Commissioner

ATTEST:

Clerk of the Board