

**RECORD OF THE PROCEEDINGS  
SKAGIT COUNTY BOARD OF COMMISSIONERS  
WEDNESDAY, MARCH 5, 2014**

The Skagit County Board of Commissioners met in regular session on Wednesday, March 5, 2014, with Chair Ron Wesen, Commissioner Kenneth A. Dahlstedt, and Commissioner Sharon D. Dillon present.

I. CALL TO ORDER:

Commissioner Dillon called the proceedings to order at 2:20 p.m. and announced that Commissioner Wesen was present telephonically.

II. PLEDGE OF ALLEGIANCE:

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

III. AGENDA:

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

IV. CONSENT AGENDA FOR WEDNESDAY, MARCH 5, 2014 (items 1 through 24):

A motion was made by Commissioner Dahlstedt to approve the Consent Agenda items 1 through 24, Ratification Agenda items 25 through 30, vouchers and warrants for Wednesday, March 5, 2014. Commissioner Dillon seconded the motion. The vote passed unanimously.

a) COMMISSIONERS:

1. Record of the Proceedings for Monday, February 24, 2014. **(Approved)**
2. Record of the Proceedings for Tuesday, February 25, 2014. **(Approved)**
3. Resolution appointing Dale Ragan to Commissioner Position No. 1 on the Skagit County Dike District No. 17 in order to fill the vacancy left by the resignation of Commissioner Gary Bates. Mr. Ragan will serve until the next special district general election. The current term expires in February 2016. **(Resolution No. R20140055)**
4. Personal Services Agreement with River Oaks Communications Corporation to provide consulting assistance in the negotiation and drafting of a telecommunications franchise agreement with Astound Broadband, LLC, d/b/a Wave Broadband ("Astound"). The Agreement shall commence on the date of execution and continue until March 31, 2015. Compensation shall not exceed \$2,500. **(Contract No. C20140078)**
5. Ordinance amending Skagit County Code Title 7 to provide for appropriate regulation of potentially dangerous wild animals. **(Ordinance No. O20140001)**
6. Resolution to reappoint Nancy Gentry and Diane Vendiola to serve a three (3) year term on the Northwest Senior Services Board. Their terms shall be effective July 1, 2013, and expire on June 30, 2016. **(Resolution No. R20140056)**

b) ADMINISTRATIVE SERVICES:

7. Personal Services Agreement with David Evans and Associates, Inc. to assist with the preparation of an Essential Public Facility (EPF) permit application for the Skagit County Jail facility. The Agreement shall commence on the date of execution and continue until September 31, 2014. Compensation shall not exceed \$15,776. **(Contract No. C20140079)**

c) COMMUNITY SERVICES:

8. Amendment No. 1 to Personal Services Agreement No. C20130307 with Rehabco to provide Pathways to Employment and Community Access services to eligible individuals with developmental disabilities. The purpose of this Amendment is to increase compensation to take into consideration an increase in the number of clients served. Compensation is increased from \$75,000 to \$115,000. All other terms and conditions of the original Agreement shall remain in effect including the termination date of June 30, 2014. **(Amendment No. A20140016)**
  9. Interlocal Cooperative Agreement with Western Washington University, Recreation Program, Department of Physical Education, Health and Recreation to provide an integrated camp experience through its Camp TEAM program for up to 20 Skagit County teens and adults with development disabilities. The Agreement shall commence on April 1, 2014, and continue until August 31, 2014. Compensation shall not exceed \$1,000. **(Contract No. C20140080)**
- d) EMERGENCY MANAGEMENT:
10. Washington State Military Department of Homeland Security Grant Agreement No. E14-188 to provide Emergency Management Performance Grant (EMPG) funds to local jurisdictions and tribes with emergency management programs to support and enhance those programs as described in the Work Plan. Due to the Skagit River Bridge collapse, Skagit DEM identified several areas for improvement response within the Emergency Operations Center (EOC). Additional Emergency Management Performance Grant funds (12EMPG) are being awarded to improve the EOC facility management and organization by purchasing Incident Command System (ICS) vests; and additional part-time, temporary staff will be hired to focus on updating the EOC activation and operational checklists that are in need of revision. The Grant Agreement Start Date commenced on June 1, 2012, and shall end on March 31, 2014. Compensation to Skagit County shall not exceed \$10,000. **(Contract No. C20140081)**
- e) FACILITIES MANAGEMENT:
11. Resolution to award the bid for the Office of Juvenile Court Security Improvements and Skagit County Administration Building Conference Room Alterations to Axthelm Construction, Inc. in the amount of \$19,412. **(Resolution No. R20140057)**
- f) INFORMATION SERVICES:
12. Professional Services Agreement with Mainline Information Services, Inc. to assist with the building and installation of a new IBM server for the support of the new Spillman system. The Agreement shall commence on the date of execution and continue until services have been completed. Compensation shall not exceed \$32,000. **(Contract No. C20140082)**
  13. Personal Services Agreement with Applied Technology NW, Inc. to provide and install interface for new computer systems running the Microsoft Windows 7 operating system at Skagit County District Court and Superior Courtrooms. The Agreement shall commence on the date of execution and continue until December 31, 2014. Compensation shall not exceed \$5,000. **(Contract No. C20140083)**
  14. Amendment No. 1 to Personal Services Agreement No. C20130607 with Prime West Systems to provide services related to loading operating systems on various workstation and server class computers. The purpose of this Amendment is to modify Exhibit "A" Scope of Work, in order to complete the server and computer builds. This Amendment increases compensation by \$15,000 for a new compensation amount not to exceed \$45,000. All other terms and conditions of the original Agreement shall remain in effect including the termination date of December 31, 2014. **(Amendment No. A20140017)**
  15. Resolution authorizing the transfer of surplus computer equipment to the Burlington Edison School District. **(Resolution No. R20140058)**
  16. Personal Services Agreement with Trusys Inc. to combine bid drawings and specifications into a single bid document for the Security Access control system to be implemented by Skagit County. The Agreement shall commence on the date of execution and continue until December

31, 2014. Compensation shall not exceed \$3,500. **(Contract No. C20140084)**

g) PARKS, RECREATION, AND FAIRGROUNDS:

17. Vendor Services Agreement with Gateway Septic Service, LLC to provide annual inspection and subsequent pumping of up to seven (7) septic systems in up to three (3) park locations in Skagit County. The Agreement shall commence upon the date of execution and shall continue for one year with the option of an extension period not to exceed three (3) years. Compensation shall not exceed \$8,000. **(Contract No. C20140085)**
18. Vendor Services Agreement with United Site Services of Nevada, Inc., to provide delivery, rental, pumping, cleaning and removal of portable chemical toilets, which shall include ADA accessible units; standard units; event units and deluxe units. These units will be delivered to designated locations, in and around County Parks and at the Skagit County Fairgrounds. The Agreement shall commence on the date of execution with the option of an extension period not to exceed (3) years. Compensation shall not exceed \$21,920 in accordance with the fee schedule. **(Contract No. C20140086)**
19. Personal Services Agreement with Eccos Design, LLC, to provide services related to the planning and development of parks to fulfill the objectives of the Skagit County Parks & Recreation Comprehensive Plan. The Agreement shall commence on the date of execution with the option of an extension period not to exceed (3) years. Compensation shall not exceed \$10,000. **(Contract No. C20140087)**
20. Vendor Services Agreement with Eager Beaver Tree Service, Inc. to cut and dispose of all existing above-ground trees located on the alley way along the west boundary of Cleveland Park located on Hazel Street in Mount Vernon and the pruning and thinning of the Pin Oak Tree at the Skagit County downtown Mount Vernon Campus, located at 700 S. Second Street (just west of the horseshoe parking area) in Mount Vernon. The Agreement shall commence on the date of execution and continue for one year. Compensation shall not exceed \$7,400, plus applicable taxes. **(Contract No. C20140088)**

h) PROSECUTING ATTORNEY:

21. Agreement with Northwest Regional Council to provide services to the State of Washington Boundary Review Board. The Agreement shall commence on the date of execution and continue until December 31, 2018. Compensation shall not exceed \$10,000 per year. **(Contract No. C20140089)**
22. Resolution authorizing litigation to enforce compliance with the Skagit County Building Code and to abate a public nuisance against property maintained by Glen W. Strebe. **(Resolution No. R20140059)**

i) PUBLIC WORKS:

23. Vendor Services Agreement with IMAC, Inc. for the purchase, delivery, and installation of one complete vertical motor driven wet pump for the North Similk Pump Replacement Projection. The Agreement shall commence on the date of execution and continue for one year. Compensation shall not exceed \$45,437. **(Contract No. C20140090)**

j) TREASURER:

24. Amendment No. 2 to Vendor Services Agreement No. C20100068 with Technology Unlimited, Inc. to provide image payment processing equipment, software and training. The purpose of this Amendment is to add information sharing terms to allow access to confidential information for the purpose of upgrading the Acurit and Check 21 software to support Windows 7. All other terms and conditions of the original Agreement and Amendment shall remain in effect including the compensation amount not to exceed \$40,000, and the contract continuing until terminated. **(Amendment No. A20140018)**

V. RATIFICATION AGENDA (items 25 through 30):

k) FACILITIES MANAGEMENT:

25. Resolution authorizing the ratification of a Building Lease Agreement with the Upper Skagit Library District to provide space located at 45770 Main Street in Concrete for library district business. The lease could not be executed on or before January 1, 2014, due a delay in scheduling a public hearing. **(Resolution No. R20140060)**
26. Building Lease Agreement with the Upper Skagit Library District to provide space located at 45770 Main Street in Concrete for library district business. The Agreement commenced on January 1, 2014, and shall terminate on December 31, 2014, with the option to extend the lease for two (2) additional one (1) year lease terms. Compensation for rent shall not exceed \$605 per month. **(Contract No. C20140091)**

l) INFORMATION SERVICES:

27. Resolution authorizing the ratification of an Interlocal Technology Services Agreement with Skagit Council of Governments (SCOG) to provide technology support services. A signed Agreement was only recently received from SCOG. **(Resolution No. R20140061)**
28. Interlocal Technology Services Agreement with Skagit Council of Governments (SCOG) to provide technology support services The Agreement commenced on January 1, 2014, and shall continue until December 31, 2016. Charges for products and services provided by the County will be based on actual costs incurred by the County. **(Contract No. C20140092)**

m) PUBLIC WORKS:

29. Resolution authorizing the ratification of a Vendor Services Agreement with Dahlman Pump & Well Drilling, Inc., for emergency repairs made to the South Similk Pump Station. A signed Agreement was not received prior to the commencement of services due to the immediate need to repair the pump which was damaged during a significant wind storm on January 10, 2014, when a tree fell on a nearby power line causing a power surge that incapacitated the South Similk Pump. **(Resolution No. R20140062)**
30. Vendor Services Agreement Dahlman Pump & Well Drilling, Inc. for emergency repairs made to the South Similk Pump Station. A signed Agreement was not received prior to the commencement of services due to the immediate need to repair the pump which was damaged during a significant wind storm on January 10, 2014, when a tree fell on a nearby power line causing a power surge that incapacitated the South Similk Pump. The Agreement commenced on January 10, 2014, and shall continue for one year. Compensation shall not exceed \$2,600. **(Contract No. C20140093)**

VI. MISCELLANEOUS:

Donnie Laplante, Human Resources/Risk Management and Privacy Officer, presented a Resolution Agreement with the United States Department of Health and Human Services, Office of Civil Rights (HHS) in order to comply with the Corrective Action Plan (CAP) set forth by HHS. Mr. Laplante indicated that the Agreement was a result of an investigation by HHS regarding an incident that occurred in 2011 involving an inadvertent release of some health receipts. He explained that by signing the Agreement, the County would be committed to the CAP and would authorize payment to HHS in the total dollar amount of \$215,000.

A motion was made by Commissioner Dahlstedt to approve Resolution Agreement with the United States Department of Health and Human Services, Office of Civil Rights (HHS) in order to comply with the Corrective Action Plan (CAP). **(Contract No. C20140094)** Commissioner Dillon seconded the motion. The vote passed unanimously.

The Commissioners thanked everyone for taking the leadership on working with HHS.

VII. 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 \$72,769.37 (Transmittal No. C-31-14); and
  - b) ACH Transfer Request Form and Certification to Trusteed Plans Service Corporation from Clearing Fund 696 in the total dollar amount of \$112,712.01 (Transmittal No. C-32-14); and
  - c) ACH Transfer Request Form and Certification to Delta Dental from Clearing Fund 696 in the total dollar amount of \$72,142.95 (Transmittal No. C-33-14); and
  - d) ACH Transfer Request Form and Certification to United States Department of Health and Human services in the total dollar amount of \$215,000; and
  - e) Warrants numbered 398940 through 399311 from Clearing Fund 696 in the total dollar amount of \$1,717,441.62 (Transmittal No. C-34-14); and
  - f) Junior District Payroll warrants numbered 804558 through 804718 in the total dollar amount of \$253,525.46 (Transmittal No. P-09-14).

VIII. ADJOURNMENT:

Commissioner Dillon adjourned the proceedings at 2:30 p.m. There were no executive sessions scheduled for the week of March 3, 2014.

**BOARD OF COMMISSIONERS  
SKAGIT COUNTY, WASHINGTON**

\_\_\_\_\_  
Ron Wesen, Chair

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Kenneth A. Dahlstedt, Commissioner

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Sharon D. Dillon, Commissioner

ATTEST:

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Clerk of the Board