

**RECORD OF THE PROCEEDINGS
SKAGIT COUNTY BOARD OF COMMISSIONERS
MONDAY, JUNE 9, 2014**

The Skagit County Board of Commissioners met in regular session on Monday, June 9, 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) *9:00 a.m. - 10:00 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)

There were no executive sessions scheduled for the week of June 9, 2014.

IV. CONSENT AGENDA FOR MONDAY, JUNE 9, 2014 (items 1 through 23):

A motion was made by Commissioner Dahlstedt to approve the Consent Agenda items 1 through 23, Ratification Agenda items 24 through 29, vouchers and warrants for Monday, June 9, 2014. Commissioner Dillon seconded the motion.

The vote passed unanimously.

a) COMMISSIONERS:

- 1. Record of the Proceedings for Monday, June 2, 2014. **(Approved)**
- 2. Resolution to reappoint Anthony (Tony) Pickering to position No. 3, At Large, and Steve Henry to position No. 4, representing District 1, each shall be appointed for a four (4) year term on the Skagit Regional Public Facility District Board expiring on September 1, 2018. **(Resolution No. R20140166)**

b) ADMINISTRATIVE SERVICES:

- 3. Resolution designating the Skagit County Treasurer as the processor of Special Assessments. **(Resolution No. R20140167)**

c) ASSESSOR:

4. Resolution amending Resolution No. R20100363 concerning an Open Space Application originally submitted by Dale and Teri Dashiell and subsequently transferred to the Sauk-Suiattle Indian Tribe, File No. TRF OS#4-2010. **(Resolution No. R20140168)**

d) AUDITOR:

5. Department of Licensing Contract between Skagit County Auditor's Office and Subagent Stephanie Hamilton dba Anacortes Chamber of Commerce to provide vehicle and vessel licensing services. The Agreement shall commence on the date of execution and continue until June 30, 2019. The Subagent shall charge, collect and retain the fees as authorized by the Revised Code of Washington (R.C.W.) 46.01.140. **(Contract No. C20140248)**
6. Department of Licensing Contract between Skagit County Auditor's Office and Subagent Pola Kelley dba Sedro-Woolley Chamber of Commerce to provide vehicle and vessel licensing services. The Agreement shall commence on the date of execution and continue until June 30, 2019. The Subagent shall charge, collect and retain the fees as authorized by the Revised Code of Washington (R.C.W.) 46.01.140. **(Contract No. C20140249)**
7. Department of Licensing Contract between Skagit County Auditor's Office and Subagent Sandra Paciotti and Adam Englund dba SB&C Ltd., through AMSI Vehicle Licensing Agency to provide vehicle and vessel licensing services. The Agreement shall commence on the date of execution and continue until June 30, 2019. The Subagent shall charge, collect and retain the fees as authorized by the Revised Code of Washington (R.C.W.) 46.01.140. **(Contract No. C20140250)**

e) BUDGET AND FINANCE:

8. Resolution calling for a public hearing to consider testimony regarding amending the 2014 Skagit County Budget. The public hearing is scheduled to take place on Tuesday, June 24, 2014, at 9:00 a.m., or as soon thereafter as possible. **(Resolution No. R20140169)**

f) FACILITIES MANAGEMENT:

9. Personal Services Agreement with Maul Foster Alongi, Inc. to provide environmental services related to the assessment and cleanup of the Truck City Site located at 3228 Old Highway 99 South, Mount Vernon. The Agreement shall commence on the date of execution and continue until December 31, 2015. Compensation shall not exceed \$75,000. **(Contract No. C20140251)**

g) HEALTH:

10. Letter Agreement with the State of Washington Department of Ecology Contract No. C1400179 to participate in the Local Source Control Partnership (LSCP) Secondary Containment Voucher Project. The Agreement shall commence on the date of execution and continue until June 30, 2015. The Department of Ecology shall reimburse Skagit County an amount not exceed \$4,750. **(Contract No. C20140252)**

h) HUMAN RESOURCES:

11. Resolution to modify Skagit County Personnel Policies and Procedures Manual, Section 6.38.b. **(Resolution No. R20140170)**
- i) INFORMATION SERVICES:
12. Resolution establishing Skagit County's core electronic information management and data processing systems for use in the daily operations of County functions. **(Resolution No. R20140171)**
 13. Personal Services Agreement with VP Consulting to implement and install a Clerk Imaging System to replace the current Oracle system. The new system is compliant with the Microsoft Windows operating system and Skagit County's electronic document management system standards. The Agreement shall commence on the date of execution and continue until December 31, 2015. Compensation shall not exceed \$130,000. **(Contract No. C20140253)**
- j) PARKS & RECREATION:
14. Online Services Agreement with Caracal Enterprises LLC, dba VenTek International LLC., to collect and manage electronic payments at the Swinomish Boat Launch pay station. The Agreement shall commence on July 1, 2014, and continue for two (2) years with the option to renew for an additional two (2) year period. Total price plus applicable taxes shall not exceed \$2,070 for the first and second years, increasing in the third year to \$2,117.25, and is based on an online fee schedule. **(Contract No. C20140254)**
- k) PUBLIC WORKS:
15. Resolution concerning the approval of maps, plans, and specifications and call for bids for the Edison Slough Box Culverts - Worline Road and Bow Cemetery Road, Project #WA402149. The bid opening is scheduled to take place on Monday, July 7, 2014, at 2:00 p.m., or as soon thereafter as possible. **(Resolution No. R20140172)**
 16. Resolution to award the bid for the Hansen Creek Pedestrian Bridge project #WA402131 to Interwest Construction, Inc., in the amount of \$297,400. **(Resolution No. R20140173)**
 17. Resolution to waive the tipping fees for up to two (2) tons of waste collected during a volunteer cleanup event to be held on Saturday, June 14, 2014, at the Walker Valley Off Road Vehicle Park. **(Resolution No. R20140174)**
 18. Construction Contract Agreement with Iverson Earth Works, LLC, to provide all tools, materials, equipment, and transportation required for the construction of the Skagit County Street Waste Facility Project #WA402170. The Agreement shall commence on the date of execution and continue for one year. Compensation shall not exceed \$183,667. **(Contract No. C20140255)**
 19. Vendor Services Agreement with CEMEX Construction Materials Pacific LLC for the purchase of gravel, rock, and specialty and mixed asphalt products as listed in "Exhibit A". The Agreement shall commence on the date of execution and continue for one year. Compensation shall not exceed \$100,000. **(Contract No. C20140256)**

20. Local Agency Participating Agreement with the Washington State Department of Transportation for the Drainage Improvement Project on a segment of State Route (SR) 11 (Chuckanut), Sam Bell Road and Allen West Road from milepost 2.84 to milepost 2.85 to help alleviate localized flooding. The Agreement shall commence on the date of execution and continue until completion. Compensation shall not exceed \$175,046.05 and is based on a fee schedule listed in "Exhibit A". **(Contract No. C20140257)**
21. Drainage and Slope Easement with Ray R. deVries and Rebecca M. deVries, for Parcel No. P22807, for the purpose of storm water discharge, drainage lines, drainage structures, culverts, road slope maintenance and preservation, mowing, vegetation management, and other potential drainage infrastructure for the construction of storm water facilities in connection with the Calhoun Road Rehabilitation Project, ES43200-1. The Drainage and Slope Easement shall commence on the date of execution and shall be a permanent easement. No compensation shall be expended for this easement. **(Contract No. C20140258)**
22. Vendor Services Agreement with Culbertson Marine Construction, Inc. to furnish all tools, materials, equipment and transportation required for the Guemes Island Ferry Dock Repairs Project for 2014. The Agreement shall commence on the date of execution and shall continue for one year. Compensation shall not exceed \$55,305. **(Contract No. C20140259)**
23. Amendment No. 1 to Personal Services Agreement No. C20130147 with Elliott Bay Design Group to provide consultant services to prepare a ferry transportation and vessel replacement plan for the M/V Guemes. The purpose of this Amendment is to add a feasibility study using the M/V TREK in the Skagit County Ferry System as a backup car ferry for scheduled and emergency outages to the Exhibit "A" Scope of Work. All other terms and conditions of the original Agreement shall remain in effect including the total compensation amount not to exceed \$150,000. **(Amendment No. A20140075)**

V. RATIFICATION AGENDA (items 24 through 29):

1) PUBLIC WORKS:

24. Resolution authorizing the ratification of a Vendor Services Agreement with The Blueprint Company, LLC., to provide scanning services for documents associated with various Public Works road and drainage construction projects. Scanning services were necessary prior to the execution of the Agreement in order for the projects to meet the required deadlines. **(Resolution No. R20140175)**
25. Vendor Services Agreement with The Blueprint Company, LLC., to provide scanning services for documents associated with various Public Works road and drainage construction projects. The Agreement commenced on March 1, 2014, and shall continue for one year. Compensation shall not exceed \$2,400 and is based on a fee schedule. **(Contract No. C20140260)**
26. Resolution authorizing the ratification of a Vendor Services Agreement with Industrial Power Supply, Inc., dba Skagit Hydraulics, to provide maintenance and repairs to hydraulic cylinders, pumps, motors and valves from a variety of County-owned vehicles and equipment. It was necessary to purchase hydraulic parts prior to the execution of the Agreement in order to

make needed repairs to the Guemes Island Ferry and to a two-axle truck used by the Road Operations Division. **(Resolution No. R20140176)**

27. Vendor Services Agreement with Industrial Power Supply, Inc., dba Skagit Hydraulics, to provide maintenance and repairs to hydraulic cylinders, pumps, motors and valves from a variety of County-owned vehicles and equipment. The Agreement shall commence on March 18, 2014, and shall continue for one year. Compensation shall not exceed \$20,000, based on a shop straight time work unit price of \$85 per hour. **(Contract No. C20140261)**
28. Resolution authorizing a Personal Services Agreement with Environmental Canine Services, LLC., to conduct fieldwork for the purpose of detecting and tracking illicit discharges in stormwater systems in the Samish Basin. Due to the limited window of time available to conduct the required services and other municipalities desiring the same services, there was a delay in receiving a signed Agreement. **(Resolution No. R20140177)**
29. Personal Services Agreement with Environmental Canine Services, LLC., to conduct field work for the purpose of detecting and tracking illicit discharges in stormwater systems in the Samish Basin. The Agreement commenced on May 21, 2014, and shall continue until August 31, 2014. Compensation shall not exceed \$5,000 and is based on a fee schedule. **(Contract No. C20140262)**

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 404261 through 404261 from Clearing Fund 696 in the total dollar amount of \$20,000 (Transmittal No. C-72-14); and
 - b) Warrants numbered 404262 through 404594 from Clearing Fund 696 in the total dollar amount of \$1,397,270.47 (Transmittal No. C-74-14); and
 - c) Warrants numbered 404595 through 404661 from Clearing Fund 696 in the total dollar amount of \$156,005.43 (Transmittal No. C-75-14); and
 - d) Payroll warrants numbered 332878 through 333575 in the total dollar amount of \$1,149,096.73 (Transmittal No. P-22-14); and

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