

**RECORD OF THE PROCEEDINGS  
SKAGIT COUNTY BOARD OF COMMISSIONERS  
MONDAY, FEBRUARY 2, 2015**

The Skagit County Board of Commissioners met in regular session on Monday, February 2, 2015, with Chair Kenneth A. Dahlstedt, Commissioner Lisa Janicki, and Commissioner Ron Wesen present.

I. CALL TO ORDER:

Chair Dahlstedt called the proceedings to order at 1:38 p.m.

II. PLEDGE OF ALLEGIANCE:

Chair Dahlstedt 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 with Public Works; Planning and Development Services; Health/Community Services; and Emergency Medical Services Departments
- b) 1:30 p.m. - 2:00 p.m. Consent Agenda, Vouchers, Warrants and Miscellaneous Items

A motion was made by Commissioner Janicki to approve Consent Agenda Items 1 through 14, 16 through 18, 21 through 22, ratification agenda items 23 through 28, 31 and 32, 35 through 38, vouchers and warrants for Monday, February 2, 2015. Commissioner Wesen seconded the motion.

The vote passed unanimously.

Commissioner Janicki asked for additional information regarding consent agenda item numbers 19 and 20 from Public Works; and ratification agenda item numbers 29 and 30, and 33 and 34 from Community Services.

Public Works Director Dan Berentson was present to answer questions regarding items 19 and 20.

Commissioner Janicki asked what the process had been for the completion of the 794 page Natural Hazards Mitigation Plan, and, she asked about the Personal Services Agreement with Northwest Real Estate Valuation, LLC.

Mr. Berentson informed the Board that the purpose of the Natural Hazards Mitigation Plan was to assist local governments with hazards planning and that Skagit County was required to renew the plan every 5 years by the Federal Government. Mr. Berentson explained that Public Works met with stakeholders in February to identify hazards and met multiple times to review the plan in April, May, and September. Mr. Berentson said that Commissioner Wesen attended several meetings and that almost all of the jurisdictions had approved the plan. Commissioner Janicki clarified that this plan was required by FEMA and Mr. Berentson confirmed, saying that Skagit County's goal was to have policies in place which reduced the risk of losses to life, property, and the economy. Mr. Berentson said that the plan also meant that Skagit County was eligible to be reimbursed for the costs associated in responding to emergency events, and, since Skagit County met multiple requirements, residents received better flood insurance rates.

Commissioner Janicki asked about the agreement with Northwest Real Estate Valuation, LLC: what it was for, and if Skagit County was expected to reach the total amount of compensation.

Mr. Berentson explained that the agreement was to provide on-call property valuation services to Public Works for the purposes of the Conservation Futures Farmland Legacy program, when selling or purchasing an easement, and for drainage utility and salmon enhancement projects. Mr. Berentson explained that the entire amount of compensation was larger than usual due to

the backlog of appraisals for farmland legacy properties needing to be processed from 2014, but that he did not expect to use the entire amount.

The Commissioners thanked Public Works for the information.

A motion was made by Commissioner Janicki to approve consent agenda items 19 and 20. Commissioner Wesen seconded the motion.

The vote passed unanimously.

Community Services and Public Health Director Jennifer Johnson, and Human Services Manager Rebecca Clark, were present to answer questions regarding a contract with North Sound Mental Health Administration and Northwest Regional Council.

Commissioner Janicki asked Ms. Johnson and Ms. Clark to discuss the programs that these two funding sources were providing for.

Ms. Clark shared that North Sound Mental Health Administration was a 5-county regional agency (made up of Whatcom, Snohomish, Skagit, Island, and San Juan counties) which received federal and state funding to allocate to the counties for services. She explained that the contract for their consideration provided a specialist to work with inmates diagnosed with mental health needs in the Skagit County Jail with the goal of transitioning the inmate to a stable housing situation upon release. Ms. Clark said the program off-set some of the costs incurred by the jail, and, was helping to reduce recidivism.

Ms. Johnson briefed the Commissioners on the Funding Agreement with Northwest Regional Council which provided funds to support the delivery of a hot meal 5 days a week to a senior citizen over 60 who was unable to leave the home unassisted. Ms. Johnson described the safety gap this service provided and the other partners involved which provided for the continued success of the program.

A motion was made by Commissioner Janicki to approve ratification agenda item numbers 29 and 30, and 33 and 34. Commissioner Wesen seconded the motion.

The vote passed unanimously.

- c) \*2:00 p.m. -4:00 p.m. Executive Session (None Scheduled as of the Date of this Notice)

Commissioner Wesen and Commissioner Janicki attended an executive session on Wednesday, February 4, 2015, from 10:00 a.m. to 10:35 a.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 attorneys were present and provided legal advice to the Board of County Commissioners: Prosecutor Rich Weyrich, Senior Deputy Prosecuting Attorney Arne Denny, and Chief Civil Deputy Prosecuting Attorney Melinda Miller. Other attendees included: Skagit County Administrator Tim Holloran and Director of Human Resources/Risk Jessica Neill Hoyson.

#### IV. CONSENT AGENDA (items 1 through 22):

a) COMMISSIONERS:

1. Record of the proceedings for Monday, January 26, 2015. **(Approved)**
2. Record of the proceedings for Tuesday, January 27, 2015. **(Approved)**
3. Resolution calling for bids for Skagit County legal printing for 2015 through 2016. The bid opening is scheduled to take place on Monday, March 9, 2015, at 2:00 p.m. **(Resolution No. R20150026)**

b) ADMINISTRATIVE SERVICES:

4. Amendment No. 2 to Personal Services Agreement No. C20130531 with Argus Pacific Inc. to conduct asbestos assessments, lead sampling, assessment for additional regulated

building materials and submission of written reports of findings associated with two (2) potential sites for the Skagit County Jail. The purpose of this amendment is to increase compensation by \$3,000 in order to provide for follow-up asbestos sampling outlined in Attachment 1, which was not performed while the building was occupied. The new compensation amount shall not exceed \$18,350. All other terms and conditions of the original Agreement and subsequent Amendment shall remain in effect including the termination date of December 31, 2015. **(Amendment No. A20150006)**

5. Amendment No. 2 to Personal Services Agreement No. C20130513 with Semrau Engineering & Surveying, PLLC to evaluate the differences in utility installation costs associated with two (2) potential sites for the new Skagit County jail. The purpose of this Amendment is to increase compensation by \$1,000 for additional survey consulting services on the proposed new Skagit County Jail at the Truck City Site. The new compensation amount shall not exceed \$26,500. All other terms and conditions of the original Agreement and subsequent Amendment shall remain in effect including the termination date of December 31, 2015. **(Amendment No. A20150007)**

c) BUDGET AND FINANCE:

6. Funding Agreement with Lincoln Theatre which awards \$2,500 of Lodging Tax funds to support marketing and advertising. The Agreement commenced on January 1, 2015, pursuant to Resolution No. R20140348, and shall continue until December 31, 2015. **(Contract No. C20150028)**
7. Funding Agreement with Skagit Valley Festival of Family Farms which awards \$20,000 of Lodging Tax funds to support marketing and advertising. The Agreement commenced on January 1, 2015, pursuant to Resolution No. R20140348, and shall continue until December 31, 2015. **(Contract No. C20150029)**
8. Funding Agreement with Pacific Northwest Giant Pumpkin Growers which awards \$1,000 of Lodging Tax funds to support marketing and advertising. The Agreement commenced on January 1, 2015, pursuant to Resolution No. R20140348, and shall continue until December 31, 2015. **(Contract No. C20150030)**
9. Funding Agreement with Northwest Agriculture Business Center which awards \$5,000 of Lodging Tax funds to support marketing and advertising. The Agreement commenced on January 1, 2015, pursuant to Resolution No. R20140348, and shall continue until December 31, 2015. **(Contract No. C20150031)**
10. Funding Agreement with Cascade Days which awards \$7,500 of Lodging Tax funds to support marketing and advertising. The Agreement commenced on January 1, 2015, pursuant to Resolution No. R20140348, and shall continue until December 31, 2015. **(Contract No. C20150032)**
11. Funding Agreement with La Conner Quilt and Textile Museum which awards \$1,500 of Lodging Tax funds to support marketing and advertising. The Agreement commenced on January 1, 2015, pursuant to Resolution No. R20140348, and shall continue until December 31, 2015. **(Contract No. C20150033)**
12. Funding Agreement with Children's Museum of Skagit County which awards \$3,000 of Lodging Tax funds to support marketing and advertising. The Agreement commenced on January 1, 2015, pursuant to Resolution No. R20140348, and shall continue until December 31, 2015. **(Contract No. C20150034)**

d) COMMUNITY SERVICES:

13. Personal Services Agreement with Sunrise Services to provide short term housing assistance through the HARPS program. The Agreement shall commence on the date of execution and continue until December 31, 2015. Compensation shall not exceed \$10,500. **(Contract No. C20150035)**

e) EMERGENCY MEDICAL SERVICES:

14. Supplemental Agreement to Personal Services Agreement No. C20140453 with Aero-Skagit to provide ambulance services. This Supplemental Agreement adjusts the

previously negotiated increase over 3 payments instead of 4. Total compensation remains the same. All other terms and conditions of the original Agreement shall remain the same. **(Amendment No. A20150008)**

15. Supplemental Agreement to Personal Services Agreement No. C20140410 with City of Anacortes to provide ambulance services in response area #1. This Supplemental Agreement adjusts the previously negotiated increase over 3 payments instead of 4. Total compensation remains the same. All other terms and conditions of the original Agreement shall remain the same. **(Item pulled by EMS)**

f) FACILITIES MANAGEMENT:

16. Interlocal Cooperative Agreement between the Town of Concrete and Skagit County to allow the Town to perform work, and provide materials for miscellaneous minor building repairs as requested by the County. The Agreement shall commence upon the date of execution and continue until December 31, 2018. The County shall reimburse the Town at the actual cost incurred by the Town for said work, materials and use of Town equipment, in addition thereto, nine (9%) of the total cost shall be added for overhead costs for accounting billing, and administrative services. **(Contract No. C20150036)**

g) INFORMATION SERVICES:

17. Professional Services Master Agreement with M.K. Hamilton and Associates LLC to install and configure the OSMOSIS Security Information and Event Management software system. In addition, the vendor shall monitor and investigate security events and provide an Incident Action Plan as required to remediate cyber security incidents. The Agreement shall commence on the date of execution and continue until December 31, 2017. Compensation shall not exceed \$10,000 for installation, and \$1,500 per month for monitoring and providing incident reports. Total compensation shall not exceed \$28,000. **(Contract No. C20150037)**

h) PUBLIC WORKS:

18. Resolution to award the bid for the procurement of maintenance materials with purchases expected to exceed \$25,000 annually to the following vendors: McAsphalt Industries Limited, Concrete Nor'west, Lakeside Industries Inc., Skagit Aggregates LLC, Erikson and Svendsen Inc., LB&R Logging, Martin Marietta Materials, Granite Construction, Roadwise Inc., Isco Industries LLC., and Hilfiker Retaining Walls. **(Resolution No. R20150027)**
19. Resolution to adopt the Skagit County Natural Hazards Mitigation Plan (dated October 2014). **(Resolution No. R20150028)**
20. Personal Services Agreement with Northwest Real Estate Valuation, LLC for the preparation of property evaluations, appraisals reviews and other tasks as assigned for the Farmland Legacy Program, Salmon Recovery Program, and Drainage Utility projects. The Agreement shall commence on the date of execution and continue until December 31, 2016. Compensation shall not exceed \$150,000. **(Contract No. C20150038)**
21. Vendor Services Agreement with Maintenance Services LLC to replace fuel card reader systems at the Burlington Shop, Sheriff's Office, and Concrete Shop. The Agreement shall commence on the date of execution and continue for one year. Compensation shall not exceed \$20,000. **(Contract No. C20150039)**

i) SUPERIOR COURT:

22. Intergovernmental Cooperation Agreement between Skagit County and the Skagit Transit Authority, which allows Skagit County Superior Court's bailiff and jurors to utilize Skagit Station in the event of an emergency and/or in the event the Courthouse is required to be evacuated. The agreement shall commence on the date of execution and continue for five years. **(Contract No. C20150040)**

V. RATIFICATION AGENDA (items 23 through 38):

j) ADMINISTRATIVE SERVICES:

23. Resolution authorizing the ratification of a Personal Services Agreement with Robert K. Weidner to serve as the Washington D. C. government relations advisor for Skagit County and other counties of the Evergreen Forest County Group. The Agreement was not executed prior to January 1, 2015, due to a delay in receiving a signed copy of the contract terms. **(Resolution No. R20150029)**
24. Personal Services Agreement with Robert K. Weidner to serve as the Washington D. C. government relations advisor for Skagit County and other counties of the Evergreen Forest County Group. The Agreement commenced on January 1, 2015, and shall continue until December 31, 2015. Compensation shall not exceed \$10,000. **(Contract No. C20150041)**

k) BUDGET AND FINANCE:

25. Resolution authorizing the ratification of an Agreement with Economic Development Association of Skagit County (EDASC) to award \$47,000 in economic development funds to provide administrative and marketing services for Skagit County. The Agreement was not received for consideration until January 20, 2015. **(Resolution No. R20150030)**
26. Agreement with Economic Development Association of Skagit County (EDASC) to award \$47,000 in economic development funds to provide administrative and marketing services for Skagit County. The Agreement commenced January 1, 2015, and shall continue through December 31, 2015. **(Contract No. C20150042)**

l) COMMUNITY SERVICES:

27. Resolution authorizing the ratification of a Vendor Services Agreement with Rick's Refrigeration to provide repair and replacement services as needed at Skagit County Senior Services locations. The Agreement could not be routed for review and finalization before January 1, 2015. **(Resolution No. R20150031)**
28. Vendor Services Agreement with Rick's Refrigeration to provide repair and replacement services as needed at Skagit County Senior Services locations. The Agreement commenced on January 1, 2015, and shall continue for one year. Compensation shall not exceed \$14,000. **(Contract No. C20150043)**
29. Resolution authorizing the ratification of an Interagency Agreement with North Sound Mental Health Administration (NSMHA) #NSMHA-SKAGIT-ADMIN-15 to provide funding for county staff to participate in regional (NSMHA) related administrative functions in Skagit County and to provide funding for housing vouchers and supports. Development of terms and scope of work delayed finalization of the Agreement before January 1, 2015. **(Resolution No. R20150032)**
30. Interagency Agreement with North Sound Mental Health Administration (NSMHA) #NSMHA-SKAGIT-ADMIN-15 to provide funding for county staff to participate in regional (NSMHA) related administrative functions in Skagit County and to provide funding for housing vouchers and supports. The Agreement commenced on January 1, 2015, and shall continue until December 31, 2015. Compensation to Skagit County shall not exceed \$256,572. **(Contract No. C20150044)**
31. Resolution authorizing the ratification of a Personal Services Agreement with Community Action of Skagit County to provide mileage reimbursement for Meals on Wheels volunteers. Review of contract terms delayed finalization of the Agreement before January 1, 2015. **(Resolution No. R20150033)**
32. Personal Services Agreement with Community Action of Skagit County to provide mileage reimbursement for Meals on Wheels volunteers. The Agreement commenced on January 1, 2015, and shall continue until December 31, 2015. Compensation shall not exceed \$11,000. **(Contract No. C20150045)**
33. Resolution authorizing the ratification of a Funding Agreement No. 163009-NUTR with Northwest Regional Council to provide funding for congregate and home-delivered

meals through the Skagit County Senior Nutrition Program. Review of contract provisions delayed finalization before January 1, 2015. **(Resolution No. R20150034)**

34. Funding Agreement No. 163009-NUTR with Northwest Regional Council to provide funding for congregate and home-delivered meals through the Skagit County Senior Nutrition Program. The Agreement commenced on January 1, 2015, and shall continue until December 31, 2015. Compensation to Skagit County shall not exceed \$286,771. **(Contract No. C20150046)**

m) INFORMATION SERVICES:

35. Resolution authorizing the ratification of an Interlocal Agreement with the City of Mount Vernon to provide television production services to Skagit County in support of the Skagit 21 television station. The Agreement was only recently received by Skagit County for execution. **(Resolution No. R20150035)**
36. Interlocal Agreement with the City of Mount Vernon to provide television production services to Skagit County in support of the Skagit 21 television station. The Agreement commenced on December 29, 2014, and shall continue until December 31, 2015. Compensation shall not exceed \$10,000. **(Contract No. C20150047)**

n) PROSECUTING ATTORNEY:

37. Resolution authorizing the ratification of a Personal Services Agreement with Julia de Haan to provide forensic accounting expert witness services for the prosecution related to the State v. Rosemary Kamb, Whatcom County Superior Court Cause No. 13-1-01064-2. Ms. De Haan's services were needed prior to the final execution of the Agreement. **(Resolution No. R20150036)**
38. Personal Services Agreement with Julia de Haan to provide forensic accounting expert witness services for the prosecution related to the State v. Rosemary Kamb, Whatcom County Superior Court Cause No. 13-1-01064-2. The Agreement commenced on January 5, 2015, and shall continue until February 1, 2015. Compensation shall not exceed \$3,938. **(Contract No. C20150048)**

VI. MISCELLANEOUS:

a) INFORMATION SERVICES:

1. Personal Services Agreement with Structured Communications Systems, Inc. for support in the management and operations of the Citrix System environment. The Agreement shall commence on the date of execution and continue until December 31, 2015. Compensation shall not exceed \$24,000 and is based on an hourly rate schedule.

Information Services Director Mike Almvg was present to brief the Commissioners on a Personal Services Agreement for their consideration with Structured Communications Systems, Inc. He informed them that this would assist Skagit County Information Services with some security problems, and was also required for Skagit County's HIPPA mitigation plan.

A motion was made by Commissioner Janicki to approve the Personal Services Agreement with Structured Communications Systems, Inc. as presented by Mr. Almvg. **(Contract No. C20150049)** Commissioner Wesen seconded the motion.

The vote passed unanimously.

VII. ADJOURNMENT:

Chair Dahlstedt adjourned the proceedings at 2:10 p.m.

**BOARD OF COMMISSIONERS  
SKAGIT COUNTY, WASHINGTON**

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Kenneth A. Dahlstedt, Chair

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Lisa Janicki, Commissioner

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Ron Wesen, Commissioner

ATTEST:

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Clerk of the Board