

**RECORD OF THE PROCEEDINGS  
SKAGIT COUNTY BOARD OF COMMISSIONERS  
MONDAY, JUNE 8, 2015**

The Skagit County Board of Commissioners met in regular session on Monday, June 8, 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 1:30 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; Central Services: Information Services; Geographic Information Services; and Records Management
- b) \*10:00 a.m. - 10:30 a.m. Executive Session (Litigation - RCW 42.30.110(1)(i))

Chair Kenneth A. Dahlstedt, Commissioner Lisa Janicki, and Commissioner Ron Wesen attended an executive session on Monday, June 8, 2015, from 10:00 a.m. to 10:30 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 at the executive session and provided legal advice to the Board of County Commissioners: Chief Civil Deputy Prosecuting Attorney Melinda Miller; and Senior Deputy Prosecuting Attorney Arne Denny. Other attendees: County Administrator Tim Holloran and Planning and Development Services Director Dale Pernula.

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

IV. CONSENT AGENDA ITEMS DISCUSSED:

a) FACILITIES MANAGEMENT:

Marc Estvold, Project Manager, provided information about Consent Agenda item #7. He explained that the purpose of the Amendment would be to authorize him to bring on additional staff to perform Project Manager and Project Management Technician services in order to assist him with the development of the new Skagit County Jail.

Mr. Estvold mentioned that due to some recent amendments to the International Building Code, there would be some additional services that DLR Group would adding to the Personal Services Agreement. He said that one of the changes to the contract would include an additional services request for an onsite testing laboratory. Mr. Estvold indicated that these

additional services had been factored into the budget and would not change the total compensation amount.

b) HUMAN RESOURCES:

Donnie LaPlante, Human Resources/Risk Management Analyst, was present to discuss Consent Agenda item #8.

c) PUBLIC WORKS:

Jan Flagan, Surface Water Section Manager, was present to provide additional information on Consent Agenda item #12 and #13.

Dan Berentson, Public Works Director, provided additional information about Consent Agenda item #14, #15, and #24.

V. CONSENT AGENDA FOR MONDAY, JUNE 8, 2015 (items 1 through 16):

A motion was made by Commissioner Wesen to approve Consent Agenda items 1 through 16, Ratification Agenda items 17 through 24, vouchers and warrants for Monday, June 8, 2015. Commissioner Janicki seconded the motion.

The vote passed unanimously.

a) COMMISSIONERS:

1. Record of the proceedings for Monday, June 1, 2015. **(Approved)**
2. Record of the proceedings for Tuesday, June 2, 2015. **(Approved)**

b) AUDITOR:

3. Amendment No. 4 to Contract No. C20050250 with HART Intercivic. This Amendment provides extended hardware warranties on the DAU, JBC and VBO election equipment through June 15, 2016. This Amendment increases compensation by \$480 for a new compensation amount not to exceed \$254,918.86. All other terms and conditions of the original Agreement and subsequent Amendments shall remain in effect. **(Amendment No. A2015090)**

c) BUDGET AND FINANCE:

4. Amendment No. 1 to Funding Agreement No. C20140635 with Skagit County Chamber Executive Directors Association (SCCEDA) which awarded \$39,500 of Lodging Tax funds to support marketing and advertising as authorized by Resolution No. R20140348. The purpose of this Amendment is to replace the last page of Exhibit "A" with a revised Marketing Plan allocating funds. All other terms and conditions of the original Agreement shall remain in effect including the award of \$39,500 and the termination date of December 31, 2015. **(Amendment No. A20150091)**

d) COMMUNITY SERVICES:

5. Resolution to call for a public hearing regarding an Application for a Community Development Block Grant (CDBG) Economic Opportunity Grant, a competitive statewide process used by the Washington State Department of

Commerce to distribute federal CDBG funds. The public hearing is scheduled to take place on Tuesday, June 23, 2015, at 11:00 a.m., or as soon thereafter as possible. **(Resolution No. R20150196)**

6. Interlocal Cooperative Agreement with Whatcom County to provide services to individuals who are enrolled in the Developmental Disabilities Program as required by the Center for Medicare and Medicaid Services. The Agreement shall commence on July 1, 2015, and continue until June 30, 2016. Compensation shall not exceed \$20,000 and funded by the Department of Social and Health Services, Division of Development Disabilities. **(Contract No. C20150240)**

e) FACILITIES MANAGEMENT:

7. Amendment No. 1 to Personal Services Agreement No. C20130476 with Marc L. Estvold, Inc., AIA, LEED, AP to provide planning, development, and management services for the Skagit County Regional Jail Facility including permitting support and assistance with the design and construction phases of the Facility. The purpose of this Amendment is to add a Project Manager and Project Management Technician position to the existing contract. These additional positions and associated compensation shall be charged to the base contract compensation. All other terms and conditions of the original Agreement remains in effect including the compensation amount not to exceed \$960,000 and the expiration date of December 31, 2017. **(Amendment No. A20150092)**

f) HUMAN RESOURCES:

8. Memorandum of Agreement (Amendment No. 2 to Agreement NO. C20130007) by and between Skagit County and the Inlandboatmen's Union of the Pacific (IBU) to establish wages, hours and conditions of employment for 2015 and 2016. **(Amendment No. A20150093)**

g) PARKS, RECREATION, AND FAIR:

9. Personal Services Agreement with Kerry Sharp, Hypnotist to provide entertainment at the Skagit County Fair on August 12, and August 13, 2015. The Agreement shall commence on August 12, and continue until August 13, 2015. Compensation shall not exceed \$2,000. **(Contract No. C20150241)**

h) PUBLIC HEALTH:

10. Personal Services Agreement with Skagit Radiology to provide tuberculosis services in the community. The Agreement shall commence on the date of execution and continue until December 31, 2016. Compensation shall not exceed \$20,000 and is based on a fee schedule. **(Contract No. C20150242)**
11. Interlocal Cooperative Agreement with Skagit County Public Hospital District No. 1 dba Skagit Regional Health to provide tuberculosis services in the community. The Agreement shall commence on the date of execution and continue until December 31, 2016. Compensation shall not exceed \$20,000 and is based on a fee schedule. **(Contract No. C20150243)**

i) PUBLIC WORKS:

12. Interlocal Cooperative Agreement with Skagit County Drainage and Irrigation Improvement District No. 15 (District) to share the cost of installing a new liner in the discharge pipe at Chilberg Road to prevent collapse of the pipe. The

Agreement shall commence on the date of execution and continue for two years. The District shall reimburse the County for the total project costs in excess of \$30,000 for the actual costs and expenses incurred by the County for the culvert living project, plus a 9% administration charge. The total cost of the project is \$75,000. **(Contract No. C20150244)**

13. Amendment No. 3 (Change Order No. 5) to Construction Contract Agreement No. C20140379 with Fisher and Sons, Inc. for the construction of Skagit County's Low Impact Development Demonstration Parking Lot Project #WA402164. The purpose of this Change Order is to authorize work to correct the ground water issue at the site and to include the remaining 8.5% sales tax from Pay Estimate #5 and #6 in the amount of \$14,944.48 that is owed to the Contractor for a new compensation amount not to exceed \$683,372.24. All other terms and conditions of the original Agreement and subsequent Amendments shall remain in effect. **(Amendment No. A20150094)**
14. Amendment No. 1 to Vendor Services Agreement No. C20130247 with Skagit Soils, Inc. to process yard waste into compost. The purpose of this Amendment is to increase compensation by an additional \$2,500 due to a greater volume of yard waste that has been received from the Skagit County Transfer and Recycling Station for a new compensation amount not to exceed \$14,500. All other terms and conditions of the original Agreement shall remain in effect including the termination date of June 17, 2015. **(Amendment No. A20150095)**
15. Personal Services Agreement with James G. Murphy Inc. to provide auction and transportation services to sell surplus County vehicles and equipment. The Agreement shall commence on the date of execution and continue for one year. Compensation shall be a 10% commission of the gross auction sales. **(Contract No. C20150245)**

j) RISK MANAGEMENT:

16. Amendment No. 1 to Personal Services Agreement No. C20140077 with Professional Claims Intervention Services to provide professional services for workers compensation claims. The purpose of this Amendment is to add additional services to Exhibit "A" Scope of Work to include assistance in becoming a participating member of the Department of Labor and Industries Retrospective Rating Program. This Amendment adds language to Exhibit "B" Compensation to include the contractor paying 50% of any surcharge adjustment or receiving payment from Skagit County of 50% for any refund adjustment from the Department of Labor and Industries. All other terms and conditions of the original Agreement shall remain in effect. **(Amendment No. A20150096)**

VI. RATIFICATION AGENDA (items 17 through 24):

k) COMMUNITY SERVICES:

17. Resolution authorizing the ratification of a Rental Agreement with Skagit Community Market Association (Market) for the rental of the Concrete Community Center located at 45821 Railroad Avenue in Concrete to be used for the annual Farmer's Market. The Rental Agreement was not fully executed prior to May 15, 2015, due to contractual negotiations. **(Resolution No. R20150197)**
18. Rental Agreement with the Skagit Community Market Association (Market) for the rental of the Concrete Community Center located at 45821 Railroad Avenue in Concrete to be used for the annual Farmer's Market. The Agreement commenced on Saturday, May 23, 2015, and expires on Saturday, September 12, 2015. The Agreement may be renewed annually but in no event shall the Agreement continue for more than three years from the date of execution. The Market shall pay Skagit County an annual rent of \$425. **(Contract No. C20150246)**

l) FACILITIES MANAGEMENT:

19. Resolution authorizing the ratification of a Toxics Cleanup Remedial Action Grant Program Agreement No. TCPRA-2014-SkCoCA-00030 with the State of Washington Department of Ecology to conduct an assessment and cleanup of the Truck City Truck Stop site to allow for redevelopment as the new Skagit County Jail. A signed Agreement could not be executed due to contract review and negotiations. **(Resolution No. R20150198)**
20. Toxics Cleanup Remedial Action Grant Program Agreement No. TCPRA-2014-SkCoCA-00030 with the State of Washington Department of Ecology to conduct an assessment and cleanup of the Truck City Truck Stop site to allow for redevelopment as the new Skagit County Jail. The Agreement commenced on January 1, 2014, and shall continue until June 30, 2017. Compensation to Skagit County shall not exceed \$250,000. **(Contract No. C20150247)**

m) EMERGENCY MEDICAL SERVICES:

21. Resolution authorizing the ratification of an Interlocal Cooperative Agreement with the City of Burlington to provide reimbursement funds to the City for the purchase of disposable emergency medical service supplies for use in the Basic Life Support (BLS) first-response treatment of patients. A finalized Agreement was not processed prior to the dissolution of the Emergency Medical Services (EMS) Commission. **(Resolution No. R20150199)**
22. Interlocal Cooperative Agreement with the City of Burlington to provide reimbursement funds to the City for the purchase of disposable emergency medical service supplies for use in the Basic Life Support (BLS) first-response treatment of patients. The County will reimburse the City up to the amount of \$7,800 for the year 2014 for disposable emergency medical service supplies. **(Contract No. C20150248)**

n) PUBLIC WORKS:

23. Resolution authorizing the ratification of a Vendor Services Agreement with United Site Services of Nevada, Inc. to provide portable toilet units at various locations throughout Skagit County and perform services as listed in Exhibit "A". The Public Works Department experienced unforeseen increased portable toilet service needs over the contract period of contract No. C20130288 and the increased service decreased the funds available sooner than anticipated. **(Resolution No. R20150200)**
24. Vendor Services Agreement with United Site Services of Nevada, Inc. to provide portable toilet units at various locations throughout Skagit County and perform services as listed in Exhibit "A". The Agreement commenced on March 1, 2015, and continues for one year. Compensation shall not exceed \$22,000 and is based on a fee schedule. **(Contract No. C20150249)**

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 \$39,394.81 (Transmittal No. C-79-15); and

- b) ACH Transfer Request Form and Certification to Trusteed Plans Service Corporation from Clearing Fund 696 in the total dollar amount of \$220,854.67 (Transmittal No. C-80-15); and
- c) Warrants numbered 423366 through 423578 from Clearing Fund 696 in the total dollar amount of \$2,089,343.09 (Transmittal No. C-81-15); and

VIII. ADJOURNMENT:

Chair Dahlstedt adjourned the proceedings at 1:52 p.m.

**BOARD OF COMMISSIONERS  
SKAGIT COUNTY, WASHINGTON**

\_\_\_\_\_  
Kenneth A. Dahlstedt, Chair

\_\_\_\_\_  
Lisa Janicki, Commissioner

\_\_\_\_\_  
Ron Wesen, Commissioner

ATTEST:

\_\_\_\_\_  
Clerk of the Board