

**RECORD OF THE PROCEEDINGS
SKAGIT COUNTY BOARD OF COMMISSIONERS
MONDAY, AUGUST 3, 2015**

The Skagit County Board of Commissioners met in regular session on Monday, August 3, 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 10:33 a.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; Public Health and Community Services; and Emergency Medical Services

b) 10:30 a.m. - 11:00 a.m. Update from Central Valley Ambulance Authority (CVAA)

Kirk Hale, Director; and Jada Trammel, Operations Manager, provided an update on Central Valley Ambulance Authority.

Ms. Trammel provided a brief summary of the Central Valley Ambulance Authority (CVAA) 2015 First Quarter Financial Summary, CVAA 2015 Second Quarter Financial Summary, and the CVAA's call volume comparison for 2014 and 2015 January through June.

Ms. Trammel reported on the Non-Emergency Transport Pilot Program developed by the Medical Service Officers (MSO) which started in May of 2015 at United General Hospital. She reported that the Program had increased the volume of non-emergency transports significantly and that CVAA hoped to develop the same program with Skagit Valley Hospital.

There was a discussion about the revenue target for the MSO Program; the 90% collection rate on the capitated insurance rate; how to accurately analyze the financial data; how to more effectively dispatch calls to make sure that calls were equal between the ambulances; and gross collection rates.

CVAA First and Second Quarter Budget Summary:

<ftp://ftp.skagitcounty.net/countycommissioners/documents/agendapackets/08032015/>

The Commissioners thanked Mr. Hale and Ms. Trammel for the update.

Chair Dahlstedt recessed the proceedings at 11:12 a.m.

- c) 1:30 p.m. - 2:30 p.m. Consent Agenda, Vouchers, Warrants and Miscellaneous Items
- d) *2:30 p.m. - 3:00 p.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, August 3, 2015, from 2:30 p.m. to 3:00 p.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 Prosecutor Rich Weyrich. Other attendee: County Administrator Tim Holloran.

- e) *3:00 p.m. - 4:00 p.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, August 3, 2015, from 3:05 p.m. to 3:30 p.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; Prosecutor Rich Weyrich and Deputy Prosecuting Attorney Steve Fallquist. Other attendees: County Administrator Tim Holloran; Public Works Director Dan Berentson; County Engineer Paul Randall-Grutter; Geographic Information Services Director Geoff Almvig; and Human Resources/Risk Manager Jessica Neill Hoyson.

IV. AGENDA ITEMS FOR DISCUSSION:

Chair Dahlstedt reconvened the proceedings at 1:30 p.m.

Dale Pernula, Director; and Ryan Walters, Civil Deputy Prosecuting Attorney, provided additional information about Consent Agenda item No. 5. Mr. Walters clarified that medical marijuana could be grown indoors by individuals as provided by State law and noted that outdoor growing of marijuana was prohibited. The Commissioners thanked Mr. Pernula and Walters for all of the time and thoughtfulness that went into creating the Ordinance and making sure that there was a substantial amount of public outreach and participation in the process.

Jennifer Swanson, Project Manager, provided additional information about Consent Agenda item No. 7. She said that KPFF would not begin work until the design specifications were done which she expected to be by September 1, 2015. Ms. Swanson said that once the design specifics were completed, Public Works would report back to the Board.

V. CONSENT AGENDA FOR MONDAY, AUGUST 3, 2015 (items 1 through 8):

A motion was made by Commissioner Janicki to approve the Consent Agenda items 1 through 8, Ratification Agenda items 9 through 18, vouchers and warrants for Monday, August 3, 2015. Commissioner Wesen seconded the motion.

The vote passed unanimously.

a) COMMISSIONERS:

1. Record of the Proceedings for Monday, July 27, 2015. **(Approved)**

b) COMMUNITY SERVICES:

2. Subrecipient Agreement for Community Development Block Grant (Public Services Grant) with the Washington State Department of Commerce to provide services to low and moderate income persons in East Skagit County. The Agreement shall commence on the date of execution and continue until June 30, 2016. The Department of Commerce provides funds to Skagit County, and the County in turn shall reimburse Community Action of Skagit County an amount not to exceed \$58,897. **(Contract No. C20150326)**

c) GEOGRAPHIC INFORMATION SERVICES:

3. Interlocal Agreement with the Port of Skagit to establish a cost sharing partnership for Pictometry aerial imagery and software. The Agreement shall commence on the date of execution and continue for two years. Compensation to Skagit County shall not exceed \$8,600. **(Contract No. C20150327)**

d) PARKS, RECREATION AND FAIR:

4. Vendor Services Agreement with Davis Amusements Cascadia, Inc. to provide, manage and maintain a carnival consisting of rides and gaming booths at the Skagit County Fair on August 12 through August 15, 2015. The Agreement shall commence on the date of execution and continue for one year. Compensation shall not exceed \$12,000 fixed fee or 25% of ticket gross sales, whichever is greater. **(Contract No. C20150328)**

e) PLANNING AND DEVELOPMENT SERVICES:

5. Ordinance repealing Ordinance No. O20150001 and adopting permanent regulations for marijuana retail, production, and processing facilities by amending Skagit County Code Chapters 14.04, 14.06, and 14.16. **(Ordinance No. O20150005)**

f) PUBLIC WORKS:

6. Local Agency A&E Professional Services Cost Plus Fixed Fee Consultant Agreement with AECOM Technical Services, Inc., to prepare archeological investigations in support of the Bow Hill Road Reconstruction Project #ES21200-6. Work includes the collection of background research and review of records on file at the Washington Department of Archaeology and Historic Preservation (DAHP) and pertinent literature on the archaeology, ethnography and history of the project vicinity, field investigation and preparation of a Cultural Resources Technical Memorandum summarizing the archaeological investigations. The Agreement shall commence on the date of execution and continue until December 31, 2015. Compensation shall not exceed \$8,566. **(Contract No. C20150329)**
7. Local Agency A&E Professional Services Cost Plus Fixed Fee Consultant Agreement with KPFF Consulting Engineers to complete a Project/Constructability Review of the project plans, specifications and engineer's construction estimate and schedule documents. The primary objectives of KPFF's review work will be to verify constructability of the project as designed, to assess risks of the project in terms of schedule and costs, and to verify consistency between draft bid documents for the Burlington Northern Overpass Project #ES50510-8. The Agreement shall commence on the date of execution and continue until December 31, 2016. Compensation shall not exceed \$56,594.22. **(Contract No. C20150330)**

g) TREASURER:

8. Resolution authorizing the cancellation of unclaimed warrants in the amount of \$3,652.11, as provided by RCW 36.22.100. **(Resolution No. R20150241)**

VI. RATIFICATION AGENDA (items 9 through 18):

h) COMMUNITY SERVICES:

9. Resolution authorizing the ratification of a Community Development Block Grant (CDBG) Public Services Grant with the Washington State Department of Commerce Contract No. 15-62210-012 and the U.S. Department of Housing and Urban Development (HUD) to provide public services through Community Action of Skagit County to low and moderate income persons in East Skagit County. The Washington State Department of Commerce experienced administrative delays in forwarding the Grant to the County. **(Resolution No. R20150242)**
10. Community Development Block Grant (CDBG) Public Services Grant with the Washington State Department of Commerce Contract No. 15-62210-012 and the U.S. Department of Housing and Urban Development (HUD) to provide public services through Community Action of Skagit County to low and moderate income persons in East Skagit County. The Grant Contract commenced on July 1, 2015, and continues until June 30, 2016. Compensation to Skagit County shall not exceed \$58,897. **(Contract No. C20150331)**

i) OFFICE OF JUVENILE COURT:

11. Resolution authorizing the ratification of Interagency Agreement IAA16088 with the State of Washington Administrative Office of the Courts (AOC) to provide financial assistance for the Truancy, At Risk Youth and Child in Need Services for the BECCA programs and services in accordance with the Revised Code of Washington (RCW) 13.32A. The Agreement was not received in time to be fully executed prior to July 1, 2015. **(Resolution No. R20150243)**
12. Interagency Agreement IAA16088 with the State of Washington Administrative Office of the Courts (AOC) to provide financial assistance for the Truancy, At Risk Youth and Child in Need Services for the BECCA programs and services in accordance with the Revised Code of Washington (RCW) 13.32A. The Agreement commenced on July 1, 2015, and continues until June 30, 2016. Compensation to Skagit County shall not exceed \$321,882. **(Contract No. C20150332)**

j) PUBLIC HEALTH:

13. Resolution authorizing the ratification of Contract No. 1121400154 with Northwest Educational Services District (NWESD) 189 to provide evaluation, consultation, coordination and support services to licensed child care providers on behalf of NWESD member schools for the purpose of increasing kindergarten readiness by improving the quality of care for infants and toddlers. Review of the contract provisions delayed finalization of the Agreement. **(Resolution No. R20150244)**
14. Contract No. 1121400154 with Northwest Educational Services District (NWESD) 189 to provide evaluation, consultation, coordination and support services to licensed child care providers on behalf of NWESD member schools for the purpose of increasing kindergarten readiness by improving the quality of care for infants and toddlers. The Agreement commenced on July 27, 2015, and continues until September 25, 2015. Compensation to Skagit County

shall not exceed \$17,000. **(Contract No. C20150333)**

k) PUBLIC WORKS:

15. Resolution authorizing the ratification of Cooperative Service Agreement No. 15-73-2009-RA Work Plan/Financial Plan with the United States Department of Agriculture (USDA), Animal and Plant Health Inspection Service-Wildlife Services (APHIS-WS), in accordance with Cooperative Service Agreement 11-73-2009-RA, Skagit County Agreement No. C20100567, to provide assistance to Skagit County for wildlife damage management activities at the Anacortes, Guemes Island Ferry. Due to unforeseen delays the Agreement was not executed prior to its commencement date of July 1, 2015. **(Resolution No. R20150245)**
16. Cooperative Service Agreement No. No. 15-73-53-2009-RA Work Plan/Financial Plan with the United States Department of Agriculture (USDA), Animal and Plant Health Inspection Service-Wildlife Services (APHIS-WS), in accordance with Cooperative Service Agreement 11-73-2009-RA, Skagit County Agreement No. C20100567, to provide assistance to Skagit County for wildlife damage management activities at the Anacortes, Guemes Island Ferry. The Agreement commenced on July 1, 2015, and continues until December 31, 2015. Compensation shall not exceed \$3,579. **(Contract No. C20150334)**
17. Resolution authorizing the ratification of a Vendor Services Agreement with Harkness Road & Bridge Inc. for the purchase of 120 pieces of large woody debris (logs with attached rootwads) Project #WA402000 to be used for stormwater and restoration projects. Receipt of the required insurance documentation delayed finalization of the Agreement. **(Resolution No. R20150246)**
18. Vendor Services Agreement with Harkness Road & Bridge Inc. for the purchase of 120 pieces of large woody debris (logs with attached root wads) Project #WA402000 to be used for stormwater and restoration projects. The Agreement commenced on June 30, 2015, and continues for one year. Compensation shall not exceed \$65,100. **(Contract No. C20150335)**

VII. MISCELLANEOUS

Tim Holloran, County Administrator, presented a Resolution to postpone the bid opening for construction of the new jail facility from Tuesday, August 18, 2015, at 2:00 p.m. to Tuesday, August 25, 2015, at 3:00 p.m. Mr. Holloran noted that after the Commissioners approved the bid opening date of August 18, 2015, it was brought to the project manager's attention that there was a national conference for the American Correctional Association during the week of August 14 through August 18, 2015, and several jail construction contractors and subcontractors were expected to attend the conference and that it was in the best interest of the County to postpone the bid opening in order to give the contractors and subcontractors the opportunity to bid.

A motion was made by Commissioner Wesen to postpone the bid opening date for the construction of the new jail to Tuesday, August 25, 2015, at 3:00 p.m. and instruct the Clerk of the Board of issue a new call for bids. **(Resolution No. R20150247)** Commissioner Janicki seconded the motion.

The vote passed unanimously.

VIII. 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 426026 through 426026 from Clearing Fund 696 in the total dollar amount of \$25,000 (Transmittal No. C-106-15); and
 - b) ACH Transfer Request Form and Certification to Delta Dental from Clearing Fund 696 in the total dollar amount of \$6,343.15 (Transmittal No. C-105-15); and
 - c) ACH Transfer Request Form and Certification to Trusteed Plans Service Corporation from Clearing Fund 696 in the total dollar amount of \$142,463.76 (Transmittal No. C-107-15); and
 - d) ACH Transfer Request Form and Certification to Delta Dental from Clearing Fund 696 in the total dollar amount of \$63,477.95 (Transmittal No. C-108-15); and
 - e) Payroll warrants numbered 426027 through 426317 in the total dollar amount of \$3,285,787.89 (Transmittal No. P-109-2015).

IX. ADJOURNMENT:

Chair Dahlstedt adjourned the proceedings at 1:46 a.m.

**BOARD OF COMMISSIONERS
SKAGIT COUNTY, WASHINGTON**

Kenneth A. Dahlstedt, Chair

Lisa Janicki, Commissioner

Ron Wesen, Commissioner

ATTEST:

Clerk of the Board

