

**RECORD OF THE PROCEEDINGS  
SKAGIT COUNTY BOARD OF COMMISSIONERS  
MONDAY, AUGUST 24, 2015**

The Skagit County Board of Commissioners met in regular session on Monday, August 24, 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 10:31 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; Parks, Recreation and Fair; and Facilities Management Departments

b) 10:30 a.m. - 11:00 a.m. Presentation by United Way of Skagit County - New Direction

Debra Lancaster, Executive Director; and Philip Prud'homme, Resource Development Manager, provided a PowerPoint presentation and provided information about the United Way's diversity in Board membership.

Mr. Prud'homme reported that United Way of Skagit County had held several community discussions over the last two years to discuss how to efficiently focus community financial resources to create sustainable, positive change in people's lives. As a result of these meetings it was determined that United Way would focus resources on the following three main areas: 1) Education; 2) Health; and 3) Income.

The Commissioners encouraged everyone to volunteer for the Days of Caring projects and to attend the Campaign Kickoff Breakfast taking place at 7:15 a.m. on Friday, September 11 at McIntyre Hall in Mount Vernon.

For more information please contact the United Way of Skagit County at their website: [www.info@UnitedWaySkagit.org](http://www.info@UnitedWaySkagit.org) or by telephone: (360) 755-9521.

PowerPoint Presentation:

<ftp://ftp.skagitcounty.net/countycommissioners/documents/agendapackets/08242015/>

Chair Dahlstedt recessed the proceedings at 11:00 a.m.

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

d) \*2:30 p.m. - 4:00 p.m. Executive Session (None Scheduled as of the Date of this Notice)

There were no executive sessions scheduled for Monday, August 24, 2015.

e) \*6:00 p.m. Mount Vernon School District's New Teacher Welcome and Barbeque (Hillcrest Park Lodge, 1717 South 13th Street, Mount Vernon)

IV. CONSENT AGENDA DISCUSSION ITEMS:

Corinne Story, Environmental Health Manger, provided additional information about Consent Agenda item No. 8.

Dianne Crane, Engineering Technician, provided additional information about Consent Agenda item No. 10.

Mike Elde, Equipment Facilities Division Manager, provided additional information about Consent Agenda item No. 11.

Katie Jungquist, Treasurer, provided additional information about Consent Agenda item No. 14.

Paul Randall-Grutter, County Engineer, provided additional information about Consent Agenda item No. 12.

Kristen Ekstran, Developmental Disability Program Coordinator, provided additional information about Consent Agenda item No. 18.

Mark Anderson, Division Manager, provided additional information about Consent Agenda item No. 20.

V. CONSENT AGENDA FOR MONDAY, AUGUST 24, 2015 (items 1 through 14):

A motion was made by Commissioner Wesen to approve the Consent Agenda items 1 through 13, through Ratification Agenda items 15 through 20, vouchers and warrants, for Monday, August 24, 2015. **(Consent Agenda item #14 was pulled and it was noted that it would be considered on the Monday, August 31, 2015, Consent Agenda.)** Commissioner Janicki seconded the motion.

The vote passed unanimously.

a) COMMISSIONERS:

1. Record of the Proceedings for Monday, August 17, 2015. **(Approved)**
2. Record of the Proceedings for Tuesday, August 18, 2015. **(Approved)**

b) COMMUNITY SERVICES:

3. Amendment No. 1 to Personal Services Agreement No. C20150260 with Service Alternatives Inc., to provide "Pathways to Employment" and "Community Access" services to eligible individuals with developmental disabilities. Pathways to Employment services are those services designed to assist working age adults to pursue and maintain paid

employment in integrated community services. Community Access Services are those services designed to increase independence and inclusion in the community for those in retirement or no longer seeking employment. The purpose of this Amendment is to add a newly established General Ledger (GL) expenditure code for this Agreement. All other terms and conditions of the original Agreement including the termination date of June 30, 2016, the compensation amount not to exceed \$71,128 which is funded by the Washington State Department of Social and Health Services (DSHS) through the Developmental Disabilities Administration shall remain the same. **(Amendment No. A20150121)**

c) FACILITIES MANAGEMENT:

4. Personal Services Agreement with Don Anderson Appraisals to prepare an Appraisal Report based on inspection and market investigation of County owned real property located at 315 South 3rd Street in Mount Vernon, Skagit County Parcel No. P52071, and other properties as assigned by the Facilities Management Department. The Agreement shall commence on the date of execution and continue until September 1, 2016. Compensation shall not exceed \$4,850. **(Contract No. C20150352)**
5. Vendor Services Agreement with Guardian Security Systems, Inc. to perform annual confidence testing of fire alarm systems at the Skagit County owned facilities: Administration; Courthouse; Public Safety; Courthouse Annex; Commissioners Administration; Transfer Station; Information Technology Services; Burlington Parks Facility; Public Works Mechanic Shop; Crisis Center Facility; Ted W. Anderson (East County Resource Center); Guemes Island Ferry Terminal; Surplus Storage; and the Mount Vernon Senior Center. The Agreement shall commence on the date of execution and continues for five years. Compensation shall not exceed \$25,000 and is based on a fee schedule. **(Contract No. C20150353)**
6. Vendor Services Agreement with Guardian Security Systems, Inc., to provide combined lease and monitoring service via AES wireless radio at the following Skagit County facilities: Transfer Station; Courthouse; Burlington Parks Facility; Commissioners Administration; Public Works Mechanic Shop; Information Technology Services; Crisis Center; Ted W. Anderson (East County Resource Center); Mount Vernon Senior Center; Surplus Storage; and Administration Building. The Agreement shall commence on the date of execution and continue for five years. Compensation shall not exceed \$34,850 and is based on a fee schedule. **(Contract No. C20150354)**

d) INFORMATION SERVICES:

7. Personal Services Agreement RFI Communications & Security Systems to provide additional security enhancements at the following Skagit County facilities: Data Center (configure and testing three cameras); Geographic Information Services (configure and test one camera); Planning and Development Services (repair duress button); downtown campus (raise HID reader); and assist in the upgrade of the Keri security system to Microsoft Windows 2012 and SQL Server 2012. The Agreement shall commence on the date of execution and continue until December 31, 2015. Compensation shall not exceed \$5,000 and his based on a fee schedule. **(Contract No. C20150355)**

e) PUBLIC HEALTH:

8. Amendment No. 2 to Interlocal Cooperative Agreement No. C20120533 with Cascade Job Corps Center to provide environmental health inspections of food services operations, residential halls, vocational trade classrooms, and other facilities accessed by the students at Cascade Job Corps Center. The purpose of this Amendment is to extend the term from September 30, 2015, to September 30, 2016, and increase compensation to Skagit County by an additional \$1,500

for a new compensation amount to Skagit County not to exceed \$4,500. All other terms and conditions of the original Agreement and subsequent Amendment shall remain in effect. **(Amendment No. A20150122)**

f) PUBLIC WORKS:

9. Interlocal Cooperative Agreement with Dike and Drainage District #5 and Skagit County to provide work, materials, and the use of County equipment operated by a County operator, for roadway maintenance activities. The Agreement shall commence on the date of execution and continues through December 31, 2019. Dike and Drainage District #5 shall reimburse the County for work performed plus an additional nine percent (9%) of the total cost for overhead costs for accounting, billing, and administrative services. **(Contract No. C20150356)**
10. Vendor Services Agreement Gary Harper Construction, Inc. to replace the existing failed Britt Slough pump, motor and outfall pipe. The Agreement shall commence on the date of execution and continue for one year. Compensation shall not exceed \$57,635.20. **(Contract No. C20150357)**
11. Resolution to call for a public hearing to consider testimony regarding the sale or disposal of County surplus vehicles and equipment. The public hearing is scheduled to take place on Tuesday, September 8, 2015, at 11:00 a.m. or as soon thereafter as possible in the Commissioners Hearing Room. **(Resolution No. R20150254)**
12. Vendor Services Agreement with Lake Union Drydock Company for the annual haul-out of the vehicle passenger ferry M/V Guemes. The Agreement shall commence on the date of execution and continue for one year. Compensation shall not exceed \$662,457 and is based on a fee schedule. **(Contract No. C20150358)**

g) RISK MANAGEMENT:

13. Personal Services Agreement with Professional Claims Intervention Services to provide assistance with accident prevention plans, policies and programs; prevention analysis and interventions; site-specific compliance assistance; safety assessments; work place audits; on site mediation; citation mitigation assistance during Department of Labor and Industries Inspections; citation appeal and abatement services. The Agreement shall commence on the date of execution and continues until terminated. Compensation shall not exceed \$10,000 and is based on a fee schedule. **(Contract No. C20150359)**

h) TREASURER:

14. E-Payment Services Agreement with Point & Pay, LLC to provide credit card transaction services to Skagit County customers. All transactions are processed at the department level and received by the Treasurer for appropriate fund distribution. The Agreement shall commence on the date execution and continue until terminated. There is no cost to Skagit County for this service. **(This item was removed from the Consent Agenda to be considered for signature on Monday, August 31, 2015, Consent Agenda.)**

VI. RATIFICATION AGENDA (items 15 through 20):

i) ADMINISTRATIVE SERVICES:

15. Resolution authorizing the ratification of an Advertising Agreement with Skagit Publishing to provide display and special publication advertising services as requested on behalf of Administrative Services; Auditor; Commissioners;

Facilities Management; Fairgrounds; Parks and Recreation; Planning and Development Services; Public Health and Community Services; Public Works; Sheriff and Treasurer Departments. Review of the contract terms and conditions delayed the finalization of the Agreement. **(Resolution No. R20150255)**

16. Advertising Agreement with Skagit Publishing to provide display and special publication advertising services as requested on behalf of Skagit County Administrative Services; Auditor; Commissioners; Facilities Management; Fairgrounds; Parks and Recreation; Planning and Development Services; Public Health and Community Services; Public Works; Sheriff and Treasurer Departments. The Agreement commenced on August 1, 2015, and continues until July 31, 2016. Compensation shall not exceed Skagit Valley Herald rates of \$14.05 for daily advertising; \$8.75 for weekly advertising; \$15.25 for Sunday; and an additional \$6.00 per inch for color advertising. **(Contract No. C20150360)**

j) COMMUNITY SERVICES:

17. Resolution authorizing the ratification of a Personal Services Agreement with Colibri Facilitation to provide Person-Centered-Planning (PCP) services to youth, families and school district staff throughout Skagit County for the purpose of helping families and school staff partner around the special planning needs to support the development of transitional-age youth with developmental disabilities and focus on a path of development that will lead to independence and goal achievement. Review of the contract provisions and receipt of the Agreement delayed finalization. **(Resolution No. R20150256)**
18. Personal Services Agreement with Colibri Facilitation to provide Person-Centered-Planning (PCP) services to youth, families and school district staff throughout Skagit County for the purpose of helping families and school staff partner around the special planning needs to support the development of transitional-age youth with developmental disabilities and focus on a path of development that will lead to independence and goal achievement. The Agreement commenced on July 1, 2015, and continues until June 30, 2016. Compensation shall not exceed \$8,500 and is funded by County Program Agreement No. 1563-4321, Skagit County Contract No. C20150343, with the Washington State Department of Social & Health Services to provide services for individuals with developmental disabilities. **(Contract No. C20150361)**

k) EMERGENCY MANAGEMENT:

19. Resolution authorizing the ratification of an Interlocal Cooperative Agreement with Skagit 911 for pass through funding from Snohomish County Homeland Security Grant Agreement No. E14-075, Skagit County Contract No. C20130534 and Amendment No. A20150114, to provide U.S. Department of Homeland Security Grant Program (HSGP) funds to support the development and sustainment of core capabilities to fulfill the National Preparedness Goal (NPG). HSGP funding shall be used for costs related to the planning, organization, equipment, training, and exercise needs that prevent, protect against, mitigate, respond to, and recover from acts of terrorism and other catastrophic events. Finalization of the Agreement was delayed because funding through Homeland Security only recently became available. **(Resolution No. R20150257)**
20. Interlocal Cooperative Agreement with Skagit 911 for pass through funding from Snohomish County Homeland Security Grant Agreement No. E14-075, Skagit County Contract No. C20130534 and Amendment No. A20150114, to provide U.S. Department of Homeland Security Grant Program (HSGP) funds to support the development and sustainment of core capabilities to fulfill the National Preparedness Goal (NPG). HSGP funding shall be used for costs related to the planning, organization, equipment, training, and exercise needs that prevent, protect against, mitigate,

respond to, and recover from acts of terrorism and other catastrophic events. The Agreement commenced on June 1, 2015, and continues until December 31, 2015. This Agreement provides \$25,000 in funding for the Sedro-Woolley Police Department Communications Project. **(Contract No. C20150362)**

VII. VOUCHERS AND WARRANTS:

- a. 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 \$48,914.68 (Transmittal No. C-116-15); and
  - b) ACH Transfer Request Form and Certification to Trusteed Plans Service Corporation from Clearing Fund 696 in the total dollar amount of \$95,834.60 (Transmittal No. C-117-15); and
  - c) Warrants numbered 426966 through 427387 from Clearing Fund 696 in the total dollar amount of \$2,226,297.54 (Transmittal No. C-118-15); and
  - d) Warrants numbered 427388 through 427435 from Clearing Fund 696 in the total dollar amount of \$122,960.94 (Transmittal No. C-119-15); and
  - e) Payroll warrants numbered 353273 through 354004 in the total dollar amount of \$1,131,652.80 (Transmittal No. P-32-2015); and
  - f) Junior District Payroll warrants numbered 809899 through 810027 in the total dollar amount of \$208,503.28 (Transmittal No. P-33-2015).

VIII. MISCELLANEOUS:

a) EMERGENCY MEDICAL SERVICES:

Earl Klinefelter, Transition Coordinator Emergency Medical Services, presented an Interlocal Agreement with the Town of La Conner to provide Emergency Medical Services within the Town's response area, as well as outside of its response area as allowed by mutual requests. The Town's service consists of providing trauma verified Basic Life Support (BLS) during the Agreement Period. The Agreement shall commence on the date of execution and continue until December 31, 2018. Compensation is based on a fee schedule.

A motion was made by Commissioner Wesen to approve Interlocal Agreement with the Town of La Conner to provide Emergency Medical Services within the Town's response area, as well as outside of its response area as allowed by mutual requests. The Town's service consists of providing trauma verified Basic Life Support (BLS) during the Agreement Period. The Agreement shall commence on the date of execution and continue until December 31, 2018. Compensation is based on a fee schedule. **(Contract No. C20150363)** Commissioner Janicki seconded the motion.

The vote passed unanimously.

IX. ADJOURNMENT:

Chair Dahlstedt adjourned the proceedings at 2:02 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