

**RECORD OF THE PROCEEDINGS
SKAGIT COUNTY BOARD OF COMMISSIONERS
MONDAY, OCTOBER 26, 2015**

The Skagit County Board of Commissioners met in regular session on Monday, October 26, 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 1:33 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; Parks, Recreation and Fair; and Facilities Departments
- b) 1:30 p.m. - 2:30 p.m. Consent Agenda, Vouchers, Warrants and Miscellaneous Items
- c) *2:30 p.m. - 4:30 p.m. Executive Session (none scheduled as of the date of this notice)

The Commissioners attended an executive session on Wednesday, October 28, 2015, from 9:33 a.m. to 12:04 p.m. The purpose of the executive session was Appointment Qualification - RCW 42.30.110(1)(h). (Review qualifications of candidate for appointment to elected office.) Donnie LaPlante, Senior Human Resource/Risk Analyst, and, Tim Holloran, County Administrator were in attendance.

IV. CONSENT AGENDA ITEMS FOR FURTHER DISCUSSION:

Engineering Technician Torey Nelson and Information Services Director Mike Almvig provided additional information on Consent Agenda item #14, a Utility Easement with the City of Burlington to install and maintain a fiber optic line, and other underground utilities through County Shop Lane. Mr. Almvig talked about efforts started in the 1990's towards the expansion of fiber optic networks.

Surface Water Section Manager Jan Flagan provided additional information on Consent Agenda item #23, a Joint Funding Agreement with U.S. Geological Survey, United States Department of the Interior to operate and maintain the Skagit River Basin gauging station network. Ms. Flagan talked about the 33 year partnerships for this work and important data collection and analysis.

V. CONSENT AGENDA (items 1 through 17):

A motion was made by Commissioner Janicki to approve Consent Agenda items 1 through 17, Ratification Agenda items 18 through 27, vouchers and warrants for Monday, October 26, 2015. Commissioner Wesen seconded the motion.

The vote passed unanimously.

a) COMMISSIONERS:

1. Record of the Proceedings for Monday, October 19, 2015. **(Approved)**
2. Record of the Proceedings for Tuesday, October 20, 2015. **(Approved)**
3. Resolution reappointing Ingeborg Hightower to the Upper Skagit Library District Board of Trustees for another 5-year term. Ms. Hightower's term shall be effective January 1, 2016, and end on December 31, 2020. **(Resolution No. R20150335)**
4. Resolution appointing Cynthia Hubert to the Developmental Disabilities Advisory Board for a 3-year term. Ms. Hubert's term shall commence on November 15, 2015, and end on November 15, 2018. **(Resolution No. R20150336)**
5. Resolution appointing Bruce Lisser to a 5-year term on the Housing Authority Board of Skagit County. Mr. Lisser's term shall commence on November 1, 2015, and end on October 31, 2020. **(Resolution No. R20150337)**

b) FACILITIES MANAGEMENT:

6. Utility Easement with Puget Sound Energy to convey and warrant to Puget Sound Energy a 10 foot in width utility easement on Skagit County owned real property, Assessor's Property Tax Parcel No. P29546, located at the Skagit County Jail Site, 493 Suzanne Lane, Mount Vernon. The Easement shall commence on the date of execution and continue until Puget Sound Energy ceases to use the easement area for a period of five (5) successive years. No compensation is associated with this Easement. **(Contract No. C20150466)**

c) INFORMATION SERVICES:

7. Resolution authorizing the sole source procurement for Spillman Technology Public Safety System Software upgrade to procure four (4) additional Law Mobile Licenses for the Swinomish Tribal Nation. **(Resolution No. R20150338)**
8. Addendum No. 19 to Contract No. 00484 with Spillman Technologies, Inc. for the procurement of the additional Spillman Law Mobile Licenses for the Swinomish Tribal Nation. This Addendum increases compensation by \$4,968 including sales tax and excluding ongoing maintenance costs. The new estimated compensation amount shall not exceed \$887,409. All other terms and conditions of the original Agreement and subsequent Addendum's shall remain in effect. **(Amendment No. A20150153)**

d) PARKS, RECREATION AND FAIR:

9. Personal Services Agreement with EccosDesign, LLC to provide services related to the planning and development of parks. Tasks may include, but not limited to, the following: planning and projects in fulfilling the objective of the Skagit County Parks and Recreation Comprehensive Plan. The Agreement shall commence on the date of execution and continue until December 31, 2016. Compensation is based on an hourly rate and shall not exceed a total of \$20,000. **(Contract No. C20150467)**

e) PROSECUTING ATTORNEY:

10. Resolution accepting the authorization to increase the number of Skagit County District Court Judges pursuant to House Bill 1061 passed by the Washington State Legislature. **(Resolution No. R20150339)**

f) PUBLIC HEALTH:

11. Personal Services Agreement with Sea Mar Community Health to provide mental health services. The Agreement shall commence on the date of execution and continue until December 31, 2016. Compensation shall not exceed \$20,000. **(Contract No. C20150468)**
12. Amendment No. 1 to Personal Services Agreement No. C20150422 with Maureen Pettitt, Ph.D. to provide facilitation and support services for a data carousel through the Population Health Trust. This Amendment increases compensation by \$1,000 for data carousel facilitation, including prep time and posting of carousel meetings. The term remains the same, ending November 30, 2015. Total compensation shall not exceed \$2,500. All other terms and conditions of the original Agreement shall remain in effect. **(Amendment No. A20150154)**

g) PUBLIC WORKS:

13. Resolution awarding the bid for the Guemes Ferry Breakwater Section Replacement Project #FEMP-6, Federal Aid #FBP-2029(051) to Culbertson Marine Construction, Inc. in the amount of \$374,325. **(Resolution No. R20150340)**
14. Utility Easement with the City of Burlington to install and maintain a fiber optic line, and other underground utilities, through Skagit County property parcel numbers P38211, P38190, and P38203, commonly known as County Shop Lane. No compensation is associated with this Easement. **(Contract No. C20150469)**
15. Amendment No. 3 to Vendor Services Agreement No. C20130218 with American Environmental Construction, LLC to provide for the removal and disposal of approximately 40 feet of buried abandoned asbestos pipe and 25 feet of exposed abandoned asbestos pipe on property located in the Hansen Creek area. The purpose of this Amendment is to increase compensation by \$186.65 in order to compensate contractor for the remaining work performed to the project. Total compensation shall not exceed \$9,089.53. All other terms and conditions of the original Agreement and subsequent Amendments shall remain in effect. **(Amendment No. A20150155)**

h) SHERIFF:

16. Memorandum of Understanding with the Federal Bureau of Investigation to participate in the Seattle Safe Streets Task Force for the purpose of settling operational standards. The Agreement shall commence on the date of execution and continue until terminated. No compensation is associated with this memorandum. This is a protected document. **(Contract No. C20150470)**

i) SUPERIOR COURT:

17. Personal Services Agreement with Pacific Northwest Guardian ad Litem, LLC to provide Title 13 Guardian ad Litem services required for dependency cases filed and heard in Skagit County Superior Court. The Agreement shall commence on November 1, 2015, and continue until December 31, 2016. Compensation is based on an hourly rate and shall not exceed a total of \$157,600. **(Contract No. C20150471)**

VI. RATIFICATION AGENDA (items 18 through 27):

j) OFFICE OF JUVENILE COURT:

18. Resolution authorizing the ratification of Interagency Agreement IAA16210 with the State of Washington Administrative Office of the Courts to improve quality and availability of the court interpreter services for Limited English Proficient, deaf and hard of hearing persons in accordance with RCW 2.42 and 2.43. The Agreement was not received in time to route and execute before July 1, 2015. **(Resolution No. R20150341)**
19. Interagency Agreement IAA16210 with the State of Washington Administrative Office of the Courts to improve quality and availability of the court interpreter services for Limited English Proficient, deaf and hard of hearing persons in accordance with RCW 2.42 and 2.43. This Agreement commenced on July 1, 2015, and shall end on June 30, 2016. Compensation to Skagit County shall not exceed \$9,277. **(Contract No. C20150472)**

k) PUBLIC DEFENDER:

20. Resolution authorizing the ratification of a Personal Services Agreement with D. Marianne Ledgerwood for transcription services. A signed contract was not executed before services were provided on October 1, 2015. **(Resolution No. R20150342)**
21. Personal Services Agreement with D. Marianne Ledgerwood for transcription services. The Agreement commenced on October 1, 2015, and shall continue until December 31, 2015. Compensation is based on an hourly rate and shall not exceed a total of \$5,000. **(Contract No. C20150473)**

l) PUBLIC WORKS:

22. Resolution authorizing the ratification of a Joint Funding Agreement with the U.S. Geological Survey, United States Department of the Interior to operate and maintain the Skagit River Basin gauging station network. Skagit County did not receive the Agreement in time to route before October 1, 2015. **(Resolution No. R20150343)**
23. Joint Funding Agreement with the U.S. Geological Survey, United States Department of the Interior to operate and maintain the Skagit River Basin gauging station network. The Agreement commenced on October 1, 2015, and continues through September 30, 2016. Skagit County will contribute \$39,960 towards operation and maintenance costs. **(Contract No. C20150474)**
24. Resolution authorizing the ratification of an Interagency Agreement No. K1750 with the Washington State Department of Agriculture to provide funding to perform work to control invasive knotweed species on the Skagit River and associated tributaries within Skagit County. Skagit County did not receive the Agreement in time to route before July 1, 2015. **(Resolution No. R20150344)**

25. Interagency Agreement No. K1750 with the Washington State Department of Agriculture to provide funding to perform work to control invasive knotweed species on the Skagit River and associated tributaries within Skagit County. The Agreement commenced on July 1, 2015, and shall end on June 30, 2017. Compensation to Skagit County shall not exceed \$15,000. **(Contract No. C20150475)**

m) **SHERIFF:**

26. Resolution authorizing the ratification of Amendment No. 1 to Subscription Material Agreement No. C20150228 with Lexipol, LLC to provide access to the Lexipol Knowledge Management System. A signed Amendment was only recently received from the Contractor due to a change in Washington Counties Risk Pool (WCRP) policies. **(Resolution No. R20150345)**
27. Amendment No. 1 to Subscription Material Agreement No. C20150228 with Lexipol, LLC to provide access to the Lexipol Knowledge Management System. This Amendment modifies the Online Subscription Agreement by revising Exhibit A and the associated pricing since Washington Counties Risk Pool (WCRP) no longer pays Lexipol directly for the Law Enforcement Daily Training Bulletins. This Amendment commenced on May 18, 2015, and shall continue until terminated. Compensation shall not exceed \$11,113 annually. **(Amendment No. A20150156)**

VII. MISCELLANEOUS AGENDA (items 1 and 2):

a) ADMINISTRATIVE SERVICES:

1. Supplement to Amended Interlocal Agreement No. C20150116 with the Port of Skagit and the City of Sedro-Woolley regarding the management and future uses of the Northern State property. This Agreement outlines each parties roles and responsibilities for the design of the Fruitdale Road Improvements. The Agreement shall commence on the date of execution and continue until December 31, 2016. Cost sharing is as follows for the agreed upon task: Port of Skagit \$60,000, Skagit County \$60,000, City of Sedro-Woolley \$60,000*, Janicki BioEnergy \$120,000. (*Fifty percent of which will be cash contribution, and fifty percent will be City staff professional engineer time for project management.) **(Amendment No. A20150157)**

After Commissioner Janicki recused herself from voting on the Amendment, County Administrator Tim Holloran provided additional information on Miscellaneous Item #1.

A motion was made by Commissioner Wesen to approve Supplement to Amended Interlocal Agreement No. C20150116 with the Port of Skagit and the City of Sedro-Woolley regarding the management and future uses of the Northern State property as presented by Mr. Holloran. Chair Dahlstedt seconded the motion.

The vote passed unanimously.

b) EMERGENCY MEDICAL SERVICES:

2. Amendment No. 2 to Personal Services Agreement No. C20140525 with Matthew Russell M.D. to provide Emergency Medical Services (EMS) Medical Program Director (MPD) services. The purpose of this Amendment is to reimburse Dr. Russell for the cost of a mobile data computer (up to \$1,500) for the electronic Patient Care Report (ePCR) data

collection system, and, to reimburse Dr. Russell for travel reimbursement for attending the National Association of Emergency Medical Services Physician Medical Program Director's Course and Practicum and Annual Meeting after receipt of documentation of actual expenses in the amount of approximately \$4,200. All other terms and conditions shall remain the same. Compensation shall not exceed \$273,394.43 for the four year term of the Agreement which expires December 31, 2018. **(Amendment No. A20150158)**

Emergency Medical Services Transition Coordinator Earl Klinefelter provided additional information on Miscellaneous Item #2.

A motion was made by Commissioner Wesen to approve Amendment No. 2 to Personal Services Agreement No. C20140525 with Matthew Russell M.D. to provide Emergency Medical Services (EMS) Medical Program Director (MPD) services as presented by Mr. Klinefelter. Commissioner Janicki seconded the motion.

The vote passed unanimously.

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) Warrants numbered 430068 through 430691 from Clearing Fund 696 in the total dollar amount of \$4,868,490.19 (Transmittal No. C-158-15); and
 - b) ACH Transfer Request Form and Certification to Trusteed Plans Service Corporation from Clearing Fund 696 in the total dollar amount of \$224,630.09 (Transmittal No. C-159-15); and
 - c) ACH Transfer Request Form and Certification to Delta Dental from Clearing Fund 696 in the total dollar amount of \$6,384.95 (Transmittal No. C-160-15); and
 - d) Payroll warrants numbered 356137 through 356847 in the total dollar amount of \$1,138,525.31 (Transmittal No. P-40-2015); and
 - e) Junior District Payroll warrants numbered 810413 through 810553 in the total dollar amount of \$214,121.55 (Transmittal No. P-41-2015).

IX. **ADJOURNMENT:**

Chair Dahlstedt adjourned the proceedings at 1:58 a.m.

**BOARD OF COMMISSIONERS
SKAGIT COUNTY, WASHINGTON**

Kenneth A. Dahlstedt, Chair

Lisa Janicki, Commissioner

Ron Wesen, Commissioner

ATTEST:

Clerk of the Board