

**RECORD OF THE PROCEEDINGS  
SKAGIT COUNTY BOARD OF COMMISSIONERS  
MONDAY, NOVEMBER 23, 2015**

The Skagit County Board of Commissioners met in regular session on Monday, November 23, 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; Parks and Recreation, 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, November 25, 2015, from 9:30 a.m. to 10:00 a.m., the purpose of the executive session was Real Estate Acquisition RCW 42.30.110(1)(b). (Matters relating to real estate acquisition or lease where public knowledge would cause a likelihood of increased price.) Attendees included Chief Civil Deputy Prosecuting Attorney Melinda Miller, County Administrator Tim Holloran, and Facilities Director Dan Fitting.

IV. DISCUSSION - CONSENT AGENDA ITEMS:

Water Resources Section Manager Michael See provided additional information on Consent Agenda item #22, an Ordinance amending Skagit County Code, Chapter 6.68. Mr. See further explained the purpose of the two public hearings and what was being considered at each (whether there should be a flat charge per parcel, and, what would the rate be for each parcel type).

Ferry Operations Division Manager Rachel Rowe provided additional information on Consent Agenda item #30, an Agreement with Art Anderson Associates.

V. CONSENT AGENDA (items 1 through 26):

A motion was made by Commissioner Wesen to approve Consent Agenda items 1 through 26, Ratification Agenda items 27 through

30, vouchers and warrants for Monday, November 23, 2015. Commissioner Janicki seconded the motion.

The vote passed unanimously.

a) COMMISSIONERS:

1. Record of the Proceedings for Monday, November 9, 2015. **(Approved)**
2. Record of the Proceedings for Tuesday, November 10, 2015. **(Approved)**
3. Record of the Proceedings for Monday, November 16, 2015. **(Approved)**
4. Resolution appointing Faviola Lopez to the North Sound Mental Health Administration Advisory Board. Ms. Lopez shall serve a three-year term, effective November 15, 2015, and expiring on October 31, 2018. **(Resolution No. R20150358)**
5. Resolution appointing Dr. Connie Davis to the Skagit County Treatment Sales Tax Allocations Advisory Committee. Dr. Davis shall fill the vacant Healthcare representative position. **(Resolution No. R20150359)**
6. Resolution appointing Ron Coakley to the North Sound Mental Health Administration Advisory Board. Mr. Coakley shall serve a three-year term, effective November 15, 2015, and expiring October 31, 2018. **(Resolution No. R20150360)**

b) ASSIGNED COUNSEL:

7. Personal Services Agreement with Sharon Fields to provide indigent defense representation to defendants referred by the Office of Assigned Counsel who have been deemed conflict of interest for the Skagit County Public Defender's Office. The Agreement shall commence on January 1, 2016, and continue until December 31, 2018. Compensation shall not exceed a total of \$175,000 and is based on an hourly rate schedule. **(Contract No. C20150511)**

c) BUDGET AND FINANCE:

8. Resolution awarding Hotel/Motel Tax Funding for 2016. **(Resolution No. R20150361)**
9. Resolution calling for a public hearing to consider testimony regarding the 2016 Skagit County Budget and 2016 tax levies. The public hearing is scheduled to take place on Monday, December 7, 2015, at 2:30 p.m., or as soon as possible thereafter, in the Commissioners Hearing Room. **(Resolution No. R20150362)**

d) CORONER:

10. Vendor Services Agreement with Mount Vernon Cemetery Inc., dba Kern Funeral Home, to have staff available twenty-four (24) hours a day, seven (7) days a week to receive the deceased at the funeral facility or provide the Coroner's office with a key and alarm codes to the funeral facility. The Agreement shall commence on January 1, 2016, and shall continue until December 31, 2016. Compensation shall not exceed \$5,000, which is based on a fee structure that consists of set charges for the type of work performed including each transfer, transport, indigent, and autopsy performed. **(Contract No. C20150512)**

e) INFORMATION SERVICES:

11. Amendment No. 1 to Personal Services Agreement No. C20140643 with Prime West Systems to provide day-to-day assistance to the Skagit County Help Desk to maintain and install computers, laptop servers, Internet small computer system interface, storage area network, printers, plotters, and other peripheral equipment at various Skagit County locations. This Amendment increases compensation by \$20,000. The term remains the same, ending December 31, 2015. Compensation shall not exceed \$100,000 and is based on a fee schedule. **(Amendment No. A20150169)**
12. Personal Services Agreement with David Lowrance to provide audio-visual productions both in-house for Skagit County as well as on-location for Skagit 21. The Agreement shall commence upon the date of execution and continue until December 31, 2016. Compensation shall not exceed \$40,000. **(Contract No. C20150513)**

f) PUBLIC HEALTH:

13. Personal Services Agreement with Compass Health to provide short term funding assistance to individuals and families who are homeless to either acquire and/or sustain housing. The Agreement shall commence on January 1, 2016, and continue until December 31, 2016. Compensation shall not exceed \$10,500 and is funded by the 0.1% Sales Tax Program. **(Contract No. C20150514)**
14. Resolution authorizing the allocation of Developmental Disabilities Millage Funding for 2016. **(Resolution No. R20150363)**
15. Resolution authorizing the allocation of Mental Health Millage Funding for 2016. **(Resolution No. R20150364)**
16. Personal Services Agreement with Catholic Community Services to provide financial assistance to individuals and families who are homeless and in need of short term assistance to either acquire and/or sustain housing. The Agreement shall commence on January 1, 2016, and continue until December 31, 2016. Compensation shall not exceed \$10,500 and is funded by the 0.1% Sales Tax Program. **(Contract No. C20150515)**
17. Personal Services Agreement with Sunrise Services to provide financial assistance to individuals and families who are homeless and in need of short term assistance to either acquire and/or sustain housing. The Agreement shall commence on January 1, 2016, and continue until December 31, 2016. Compensation shall not exceed \$10,500 and is funded by Interagency Agreement No. C20150044 with North Sound Mental Health Administration. **(Contract No. C20150516)**
18. Personal Services Agreement with Catholic Community Services to provide mental health and substance use disorder treatment services, including medication management, random urinalysis, and recovery support services for up to ten (10) Skagit County Youth Recovery participants. The Agreement shall commence on January 1, 2016, and continue until December 31, 2016. Compensation shall not exceed \$95,000 and is funded by the 0.1% Sales Tax Program. **(Contract No. C20150517)**
19. Personal Services Agreement with Catholic Community Services to provide recovery planning and care coordination services for transition age youth and young adults, ages 13 to 25, who are exiting a substance treatment program. The Agreement shall commence on January 1, 2016, and continue until December 31, 2016. Compensation shall not exceed \$150,000 and is funded by the 0.1% Sales Tax Program. **(Contract No. C20150518)**

20. Personal Services Agreement with Phoenix Recovery Services to provide Recovery Support Services for Drug Court and Family Treatment Court participants through vouchers or sub-contracts with applicable vendors. The Agreement shall commence on January 1, 2016, and continue until December 31, 2016. Compensation shall not exceed \$125,000 and is funded through the 0.1% Sales Tax Program. **(Contract No. C20150519)**
21. Personal Services Agreement with Phoenix Recovery Services to provide chemical dependency services to individuals enrolled in Skagit County Family Treatment Court. The Agreement shall commence on January 1, 2016, and continue until December 31, 2016. Compensation shall not exceed \$25,000, is based on a fee schedule and funded by the 0.1% Sales Tax Program. **(Contract No. C20150520)**

g) PUBLIC WORKS:

22. Ordinance amending Skagit County Code, Chapter 6.68, to establish a flat charge per parcel for the assessment of Clean Water Program rates and charges instead of being based on average or actual amounts of impervious surface per parcel. **(Ordinance No. O20150008)**
23. Amendment No. 3 to Grant Agreement No. C20140118 with the State of Washington by and through the Salmon Recovery Funding Board (SRFB) and the Recreation and Conservation Office (RCO) to complete the final design for over 3,600 feet of a new Hansen Creek Channel, including the installation of numerous wood structures, as well as floodplain plantings, Project No. 13-1060P. The purpose of this Amendment is to extend the term by three months, ending March 31, 2016, in order to allow the contracting party time to complete the project. All other terms and conditions shall remain the same. **(Amendment No. A20150170)**

h) SUPERIOR COURT:

24. Personal Services Agreement with Allen R. Emerson and Associates, Inc. to provide pro tem court reporter services for Skagit County. The Agreement shall commence on January 1, 2016, and continue until December 31, 2016. Compensation shall not exceed \$3,500 and is based on a fee schedule. **(Contract No. C20150521)**
25. Amendment #2 to Personal Services Agreement No. C20140574 with the Language Exchange, Inc. to provide court-certified or qualified interpreters in all languages for hearings and trials for Skagit County Superior Court and Skagit County District Court. This Amendment increases compensation by \$50,000 in order to pay for mandated certified interpreters. The term remains the same, ending December 31, 2015. Compensation shall not exceed \$150,000. All other terms and conditions of the original Agreement and subsequent Amendment shall remain in effect. **(Amendment No. A20150171)**
26. Personal Services Agreement with The Language Exchange, Inc. to provide court certified or qualified interpreters in all languages for hearings and trials as requested by Superior and District Court. The Agreement shall commence on January 1, 2016, and continue until December 31, 2016. Compensation shall not exceed \$150,000 and is based on an hourly rate schedule. **(Contract No. C20150522)**

VI. RATIFICATION AGENDA (items 27 through 30):

i) PUBLIC HEALTH:

27. Resolution authorizing the ratification of an Interlocal Cooperative Agreement with North Sound Mental Health Administration (NSMHA) to provide funds for integrated substance use disorder staffing and services within the Skagit County Crisis Prevention and Intervention Team. Review of the provisions and receipt of the contract delayed finalization of the Agreement. **(Resolution No. R20150365)**
  28. Interlocal Cooperative Agreement with North Sound Mental Health Administration (NSMHA) to provide funds for integrated substance use disorder staffing and services within the Skagit County Crisis Prevention and Intervention Team. The Agreement commenced on October 1, 2015, and continues until March 31, 2016. Compensation shall not exceed \$118,266 and is funded by the 0.1% Sales Tax Program. **(Contract No. C20150523)**
- j) PUBLIC WORKS:
29. Resolution authorizing the ratification of Personal Services Agreement with Art Anderson Associates for Naval Architectural Engineering Services for the Ferry M/V Guemes to inspect a stress fracture on No. 2 main engine foundation and make recommendations and provide technical specifications and drawings for a temporary repair to the engine foundation on the vessel. The fracture was discovered during haul out of the vessel and it was necessary to provide services prior to executing the Agreement. **(Resolution No. R20150366)**
  30. Personal Services Agreement with Art Anderson Associates for Naval Architectural Engineering Services for the Ferry M/V Guemes to inspect a stress fracture on No. 2 main engine foundation and make recommendations and provide technical specifications and drawings for a temporary repair to the engine foundation on the vessel. The Agreement commenced on October 14, 2015, and shall continue until December 31, 2015. Compensation shall not exceed \$2,455. **(Contract No. C20150524)**

VII. MISCELLANEOUS AGENDA (2 items):

a) AUDITOR:

1. Interlocal Agreement with Chelan County to purchase a ballot tally system using the Request for Proposal let and published by Chelan County as authorized by RCW 39.34.030(5)(b). The Agreement shall commence upon the date of execution and continue until December 31, 2015. Skagit County shall pay all costs associated with the acquisition and implementation of the system. **(Contract No. C20150525)**

Chief Deputy Auditor Barbara Leander provided additional information on the Agreement with Chelan County. She clarified that Skagit County was not obligated to purchase a ballot tally system and that the Agreement was to allow Skagit County the use of Chelan County's Request for Proposal for the procurement of a ballot tally system if the Commissioners approved the budget for its purchase.

A motion was made by Commissioner Wesen to approve the Interlocal Agreement with Chelan County. Commissioner Janicki seconded the motion.

The vote passed unanimously.

b) EMERGENCY MEDICAL SERVICES:

2. Amendment No. 2 to Personal Services Agreement No. C20140617 with Aero Skagit for the provision of trauma and verified ambulance services twenty-four (24) hours a day, seven (7) days a week. This Amendment increases compensation for ALS services, and for the transfer of two Zoll X-Series ALS monitors. The term of the Agreement remains the same, ending on December 31, 2018. All other terms and conditions of the original Agreement and subsequent Amendment shall remain in effect. **(Amendment No. A20150172)**

Transition Coordinator Earl Klinefelter provided additional information on the Agreement with Aero-Skagit.

A motion was made by Commissioner Janicki to approve the Personal Services Agreement with Aero Skagit. Commissioner Wesen seconded the motion.

The vote passed unanimously.

#### VIII. 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 \$46,792.25 (Transmittal No. C-170-15); and
  - b) 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-171-15); and
  - c) Warrants numbered 431996 through 432346 from Clearing Fund 696 in the total dollar amount of \$863,044.64 (Transmittal No. C-172-15).

#### IX. ADJOURNMENT:

Chair Dahlstedt adjourned the proceedings at 1:51 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