

**RECORD OF THE PROCEEDINGS  
SKAGIT COUNTY BOARD OF COMMISSIONERS  
MONDAY, FEBRUARY 1, 2016**

The Skagit County Board of Commissioners met in regular session on Monday, February 1, 2016, with Chair Lisa Janicki, and Commissioner Kenneth A. Dahlstedt present. Commissioner Ron Wesen excused.

I. CALL TO ORDER:

Chair Janicki called the proceedings to order at 1:30 p.m. and excused Commissioner Wesen's absence.

II. PLEDGE OF ALLEGIANCE:

Chair Janicki led the gallery in the salute to the flag.

III. AGENDA:

- a) \*8:30 a.m. -9:30 a.m. Briefing - County Commissioners/County Administrator with Public Works; Planning and Development Services; Public Health and Emergency Medical Services
- b) 1:30 p.m. - 2:30 p.m. Consent Agenda, Vouchers, Warrants and Miscellaneous Items
- c) \*2:30 p.m. - 4:00 p.m. Executive Session (None Scheduled as of the Date of this Notice)

There were no executive sessions for the week of February 1, 2016.

IV. DISCUSSION CONSENT ITEMS:

Parks and Recreation Director Brian Adams provided additional information about Consent Agenda item #6.

Water Resources Technician Tracy Alker provided additional information about Consent Agenda item #17.

V. CONSENT AGENDA FOR MONDAY, FEBRUARY 1, 2016 (items 1 through 9):

A motion was made by Chair Janicki to approve the Consent Agenda items 1 and items 3 through 9, Ratification Agenda items 10 through 17, vouchers and warrants for Monday, February 1, 2016. **(Consent Agenda item No. 2 was pulled and will be brought forward on future agenda.)** Commissioner Dahlstedt seconded the motion.

The vote passed unanimously.

- a) COMMISSIONERS:

1. Record of the Proceedings for Monday, January 25, 2016. **(Approved)**
2. Record of the Proceedings for Tuesday, January 26, 2016. **(Pulled)**
3. Resolution appointing Martha Rose to the vacant District 3 seat on the Skagit County Planning Commission for a term ending August 31, 2017. **(Resolution No. R20160029)**

b) BUDGET AND FINANCE:

4. Funding Agreement with Skagit River Bald Eagle Awareness Team which awards \$5,000 of Lodging Tax funds to support marketing and advertising for the Skagit River Bald Eagle Interpretive Center as authorized by Resolution No. R20150361. The Agreement commenced on January 1, 2016, and continues until December 31, 2016. **(Contract No. C20160043)**

c) INFORMATION SERVICES:

5. System Support Agreement for software support of Infax Court Display monitors located at Skagit County District Court. The Agreement shall commence on the date of execution and continue until December 31, 2016. The annual support subscription fee shall not exceed \$2,300, not including applicable taxes. **(Contract No. C20160044)**

d) PARKS, RECREATION AND FAIR:

6. Interagency Agreement with the Washington State Department of Natural Resources (DNR) to authorize Skagit County Parks and Recreation to provide services related to ongoing public recreational access to the DNR-managed land at the Samish Island Day Use Area. The Agreement shall commence on the date of execution and terminate on December 1, 2020. There is no payment or cost to DNR related to this Agreement. The County shall furnish all necessary resources. **(Contract No. C20160045)**

e) PUBLIC WORKS:

7. Resolution rescinding Resolution No. R20050431, signed by the Board of County Commissioners on December 5, 2005, regarding Consultant Roster Process, Policy and Procedures for Professional Services. Public Works has determined that it is unnecessary and inefficient to use two independent professional services consultant roster processes, policies, and procedures, and would prefer to use the procedures set out in Resolution No. R20070572. **(Resolution No. R20160030)**
8. Resolution awarding bids for rental equipment to ten (10) vendors: Birch Equipment Rental; Farmers Equipment Company; Hertz Equipment Rental Corporation; NC Machinery Co., NW Relining, LLC; Pape Machinery, Inc.; Powerscreen of Washington; United Rentals (North America), Inc.; Van's Equipment Co.; and Xylem Dewater Inc., for an estimated compensation amount for each vendor not to exceed \$25,000 annually. **(Resolution No. R20160031)**
9. Amendment No. 1 to Vendor Services Agreement No. C20150039 with Maintenance Services LLC to replace fuel card reader systems at the Burlington Shop, Sheriff's Office, and Concrete Shop. This Amendment extends the termination date of the Agreement from February 1, 2016, to January 31, 2017, to allow time to complete the fuel system card reader replacement project. All other terms and conditions of the original Agreement shall remain in effect including the

compensation amount not to exceed \$20,000. **(Amendment No. A20160012)**

VI. RATIFICATION AGENDA (items 10 through 17):

f) HUMAN RESOURCES:

10. Resolution authorizing the ratification of a Personal Services Agreement with Summit Law Group PLLC, to provide representation and assistance on matters related to employment law, labor relations/negotiations and litigation at the request of the Prosecuting Attorney, Human Resources Director or the Risk Manager. Summit Law will also provide Human Resources/Risk Management training as requested by the Human Resources/Risk Management Director or appointed designee. Receipt of the contract delayed execution of the Agreement. **(Resolution No. R20160032)**
11. Personal Services Agreement with Summit Law Group PLLC, to provide representation and assistance on matters related to employment law, labor relations/negotiations and litigation at the request of the Prosecuting Attorney, Human Resources Director or the Risk Manager. Summit Law will also provide Human Resources/Risk Management training as requested by the Human Resources/Risk Management Director or appointed designee. The Agreement commenced on December 31, 2015, and continues until December 31, 2016. Compensation shall not exceed \$50,000 and is based on a fee schedule. **(Contract No. C20160046)**

g) OFFICE OF JUVENILE COURT:

12. Resolution authorizing the ratification of County Program Agreement, DSHS No. 1663-55826, Juvenile Accountability Block Grant with the Washington State Department of Social & Health Services (DSHS), Juvenile Justice and Rehabilitation Administration, Division of Operations Support to provide funding for diversion programming. Receipt of the grant delayed execution of the Agreement. **(Resolution No. R20160033)**
13. County Program Agreement, DSHS No. 1663-55826, Juvenile Accountability Block Grant with the Washington State Department of Social & Health Services (DSHS), Juvenile Justice and Rehabilitation Administration, Division of Operations Support to provide funding for diversion programming. The Agreement commenced on January 1, 2016, and continues until July 15, 2016. Compensation to Skagit County shall not exceed \$12,000. **(Contract No. C20160047)**

h) PUBLIC DEFENDER:

14. Resolution authorizing the ratification of Agreement No. ICA16273 with the Office of Public Defense (OPD) for the distribution of funds for the purpose of improving the quality of public defense services in Washington State Counties pursuant to the Revised Code of Washington (RCW) 10.101. A signed contract was not received from OPD prior to the commencement of services. **(Resolution No. R20160034)**
15. Agreement No. ICA16273 with the Office of Public Defense (OPD) for the distribution of funds for the purpose of improving the quality of public defense services in Washington State Counties pursuant to the Revised Code of Washington (RCW) 10.101. The Agreement commenced on January 1, 2016, and continues until December 31, 2016. Compensation to Skagit County shall not exceed \$129,892. **(Contract No. C20160048)**

i) PUBLIC WORKS:

16. Resolution authorizing the ratification of a Sub-Award Grant Agreement with Northwest Straits Foundation for services related to Skagit County Marine Resources Committee (MRC) operations and projects including Task 6: Nearshore Restoration Monitoring. Negotiations between Skagit County, the Department of Ecology, the Puget Sound Partnership, and the Northwest Straits Commission delayed execution of the Agreement. **(Resolution No. R20160035)**
17. Sub-Award Grant Agreement with Northwest Straits Foundation for services related to Skagit County Marine Resources Committee (MRC) operations and projects including Task 6: Nearshore Restoration Monitoring. The Agreement commenced on October 1, 2015, and continues until September 30, 2016. Compensation shall not exceed \$10,871 and is reimbursable by the Department of Ecology (DOE) Grant Agreement No. SEANWS-2015-SkCoPW-00001, Skagit County Contract No. C20150572. **(Contract No. C20160049)**

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 Delta Dental from Clearing Fund 696 in the total dollar amount of \$6,405.85 (Transmittal No. C-10-16); and
  - b) ACH Transfer Request Form and Certification to Trusteed Plans Service Corporation from Clearing Fund 696 in the total dollar amount of \$85,537.92 (Transmittal No. C-11-16); and
  - c) ACH Transfer Request Form and Certification to Trusteed Plans Service Corporation from Clearing Fund 696 in the total dollar amount of \$1,809.36 (Transmittal No. C-12-16); and
  - d) Warrants numbered 435688 through 436026 from Clearing Fund 696 in the total dollar amount of \$7,091,019.30 (Transmittal No. C-13-16).

VIII. **ADJOURNMENT:**

Chair Janicki adjourned the proceedings at 1:38 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