

**RECORD OF THE PROCEEDINGS
SKAGIT COUNTY BOARD OF COMMISSIONERS
MONDAY, FEBRUARY 8, 2016**

The Skagit County Board of Commissioners met in regular session on Monday, February 8, 2016, with Chair Lisa Janicki, Commissioner Ron Wesen, and Commissioner Kenneth A. Dahlstedt present.

I. CALL TO ORDER:

Chair Janicki called the proceedings to order at 11:01 a.m.

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; and Central Services
- b) *9:30 a.m. - 10:00 a.m. Executive Session (Real Estate Acquisition - RCW 42.30.110(1) (b))

The Commissioners attended an executive session on Monday, February 8, 2016, 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.) Prosecutor Rich Weyrich, Chief Civil Deputy Prosecuting Attorney Melinda Miller, Civil Deputy Prosecuting Attorney Stephen Fallquist, Facilities Director Dan Fitting, Budget and Finance Director Trisha Logue, and Public Works Director Dan Berentson were also in attendance.

The Commissioners also attended two additional executive sessions:

Wednesday, February 10, 2016, from 1:36 p.m. to 3:00 p.m. the purpose of the executive session was Litigation - RCW 42.30.110(1)(b). Matters relating to County enforcement actions, actual litigation, or potential litigation.) The following attorneys were present and provided legal advice to the Board of County Commissioners: Prosecutor Weyrich, Chief Civil Deputy Prosecuting Attorney Melinda Miller, and Civil Deputy Prosecuting Attorney Will Honea. County Administrator Tim Holloran was also present.

Thursday, February 11, 2016, from 10:30 a.m. to 11:30 a.m. the purpose of the executive session was Litigation - RCW 42.30.110(1)(b). Matters relating to County enforcement actions, actual litigation, or potential litigation.) The following attorneys were present and provided legal advice to the Board of County Commissioners: Prosecutor Weyrich, Chief Civil Deputy Prosecuting Attorney Melinda Miller, and Senior Deputy Prosecuting Attorney Arne Denny. County Administrator Tim Holloran was also present.

c) 11:00 a.m. - 12:00 p.m. Program Update by Washington State University (WSU) Skagit County Extension

Chair Janicki introduced Director Don McMoran of the WSU Skagit County Extension Office. Director McMoran, Small Farms and Latino Ag Educator Kate Smith, and Director Chad Kruger provided updates to the Commissioners which included: upcoming Agricultural Study Tours planned for Ireland and Scotland; the Skagit Ag Summit on March 3, and March 4, 2016 which would be highlighting innovative farming practices, and hold public discussions on vital issues to Skagit County with representatives from the farming community and local and state agencies and representatives; courses, workshops, trainings, bilingual workshops and meetings, and community outreach held and coming up through WSU' Small, Beginning and Immigrant Farm Program; and staff working at the research facility in General Administration, Dairy and Livestock, Entomology, Vegetable Horticulture, Vegetable Pathology, Vegetable Seed Pathology, Weed Science, Small Fruit Horticulture, Plant Breeding and Bread Lab, and that the center was needing a resident Soil Scientist.

The PowerPoint provided by WSU can be found here:

<ftp://ftp.skagitcounty.net/countycommissioners/documents/agendapackets/02082016>

Chair Janicki recessed the proceedings at 11:57 a.m.

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

IV. DISCUSSION CONSENT ITEMS:

Elections Supervisor David Cunningham provided additional information on Consent Agenda item no. 4. and provided clarification on the amount of compensation software licensing and support cost.

V. CONSENT AGENDA FOR MONDAY, FEBRUARY 8, 2016 (items 1 through 14):

A motion was made by Commissioner Dahlstedt to approve Consent Agenda Items 1 through 14, Ratification Agenda Items 15 through 20, vouchers and warrants for Monday, February 8, 2016. Commissioner Wesen seconded the motion.

The vote passed unanimously.

a) COMMISSIONERS:

1. Record of the Proceedings for Tuesday, January 26, 2016. **(Approved)**
2. Record of the Proceedings for Monday, February 1, 2016. **(Approved)**
3. Record of the Proceedings for Tuesday, February 2, 2016. **(Approved)**

b) AUDITOR:

4. Master Agreement with Hart InterCivic which includes Verity software and hardware purchase, installation, follow-up training and on-site support of the first live election. The Agreement shall commence on the date of execution and continue for five years. Total compensation shall not exceed \$316,399 which includes software and hardware purchase, installation, training, and the provision of annual license and support fees. **(Contract No. C20160051)**

c) BUDGET AND FINANCE:

5. Interlocal Cooperative Agreement with the City of Sedro-Woolley to award \$220,000 of Economic Development/Public Facilities Projects grant funds to support the State Route 20/Cascade Trail West Extension. This Agreement commenced on December 7, 2015, as authorized by Resolution No. R20150384, and shall continue until November 31, 2016. **(Contract No. C20160052)**
6. Interlocal Cooperative Agreement with the Town of Concrete to award \$65,000 of Economic Development/Public Facilities Projects grant funds to support improvements to Silo Park: park and Ride and spray park. This Agreement commenced on December 7, 2015, as authorized by Resolution No. R20150384, and shall continue until October 31, 2016. **(Contract No. C20160053)**
7. Interlocal Cooperative Agreement with Economic Development Association of Skagit County (EDASC) to award \$300,000 of Economic Development/Public Facilities Projects grant funds to support hiring for business retention, expansion and research, business recruitment, finance and administration manager. This Agreement commenced on January 1, 2016, as authorized by Resolution No. R20150384, and shall continue until December 31, 2016. **(Contract No. C20160054)**
8. Interlocal Cooperative Agreement with the Port of Skagit to award \$200,000 of Economic Development/Public Facilities Projects grant funds to support expansion of the Bread and Food Lab. This Agreement commenced on December 7, 2015, as authorized by Resolution No. R20150384, and shall continue until October 31, 2016. **(Contract No. C20160055)**

d) PLANNING AND DEVELOPMENT SERVICES:

9. Personal Services Agreement with The Watershed Company to prepare documents which are necessary technical work products in order for the County to have a complete local Shoreline Master Program (SMP) adoption package. The Agreement commences on the date of execution and ends on December 31, 2016. Compensation shall not exceed \$26,585. **(Contract No. C20160056)**

e) PUBLIC HEALTH:

10. Amendment No. 1 to Personal Services Agreement No. C20150559 with Community Action of Skagit County to process mileage reimbursement requests to Meals on Wheels Volunteers. This Amendment replaces Exhibit "B" Compensation in order to provide mileage reimbursement requests. The term remains the same, ending December 31, 2016, and compensation remains the same and shall not exceed \$11,000 which is funded by Northwest Regional Council. All other terms and conditions of the original Agreements shall remain in effect. **(Amendment No. A20160013)**

f) PUBLIC WORKS:

11. Resolution calling for a public hearing to consider renaming a portion of Fruitdale Road (Road # 91110) to North Fruitdale Road (Road #91050) in conjunction with a similar action by the City of Sedro-Woolley and to eliminate confusion in addressing an emergency response along the roadway. The public hearing is scheduled to take place on March 8, 2016, at 8:30 a.m. or as soon as possible thereafter in the Commissioners hearing room located at 1800 Continental Place, Mount Vernon. **(Resolution No. R20160037)**

12. Resolution calling for a public hearing to consider vacating a portion of County right-of-way known as Wilbur Road (Road #41610). The public hearing is scheduled to take place on March 8, 2016, at 8:30 a.m. or as soon as possible thereafter in the Commissioners hearing room located at 1800 Continental Place, Mount Vernon. **(Resolution No. R20160038)**
13. Fee Vendor Services Agreement with UniFirst to provide, clean, and maintain coveralls, rags, shop towels and rugs for the Burlington shop complex. The Agreement shall commence on the date of execution and continue for two years. Compensation shall not exceed \$10,000 and is based on a fee schedule. **(Contract No. C20160057)**

g) RISK MANAGEMENT:

14. Personal Services Agreement with Philip Dovich, U.S. Marine Chemists & Engineering, to perform confined space entry testing into any OSHA federally-regulated confined space and to provide mandated training as required in 29 CFR 1915, and the Skagit County Confined Space Program. Federally-regulated confined spaces exist on board the Guemes Island Ferry in all of the void spaces below deck. Any other Skagit County Departments that have confined spaces could utilize the services provided by this Contractor in accordance with Skagit County's Confined Space Program. The Agreement shall commence on the date of execution and continue until December 31, 2016. Compensation shall not exceed \$15,000. **(Contract No. C20160058)**

VI. RATIFICATION AGENDA (items 15 through 20):

h) ADMINISTRATIVE SERVICES:

15. Resolution authorizing the ratification of Personal Services Agreement with Robert K. Weidner to serve as the Washington D.C. government relations advisor for Skagit County which is part of the Evergreen Forest County Group. The Agreement was not executed prior to January 1, 2016 due to a delay in receiving a signed, finalized copy of the terms. **(Resolution No. R20160039)**
16. Personal Services Agreement with Robert K. Weidner to serve as the Washington D.C. government relations advisor for Skagit County which is part of the Evergreen Forest County Group. The Agreement commenced on January 1, 2016, and shall continue until December 31, 2016. Compensation shall not exceed \$15,000. **(Contract No. C20160059)**

i) PUBLIC HEALTH:

17. Resolution authorizing the ratification of a Personal Services Agreement with James Reid dba The Falconer Group to provide consultation, coordination, and facilitation of a series of stakeholder meetings around the future of behavioral health. The Agreement was not received in time to route for execution before January 1, 2016. **(Resolution No. R20160040)**
18. Personal Services Agreement with James Reid dba The Falconer Group to provide consultation, coordination, and facilitation of a series of stakeholder meetings around the future of behavioral health. The Agreement commenced on January 1, 2016, and shall end on December 31, 2016. Compensation shall not exceed \$10,000 and is based on an hourly rate and funded by North Sound Mental Health Administration funds. **(Contract No. C20160060)**
19. Resolution authorizing the ratification of a Professional Services Agreement with North Sound Mental Health

Administration, Contract #NSMHA-SKAGIT COUNTY-PLANNING PSC-15-16 to provide support services in the North Sound Region. Review of contract provisions and receipt of contract delayed execution. **(Resolution No. R20160041)**

20. Professional Services Agreement with North Sound Mental Health Administration, Contract #NSMHA-SKAGIT COUNTY-PLANNING PSC-15-16 to provide support services in the North Sound Region. The Agreement commenced on October 1, 2015, and shall continue until December 31, 2016. Compensation shall not exceed \$200,000 and is funded through North Sound Mental Health Administration planning funds. **(Contract No. C20160061)**

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 \$8,747.45 (Transmittal No. C-17-16); and
 - b) ACH Transfer Request Form and Certification to Trusteed Plans Service Corporation from Clearing Fund 696 in the total dollar amount of \$85,631.00 (Transmittal No. C-18-16); and
 - c) ACH Transfer Request Form and Certification to Trusteed Plans Service Corporation from Clearing Fund 696 in the total dollar amount of \$5,393.11 (Transmittal No. C-19-16); and
 - d) Warrants numbered 436027 through 436471 from Clearing Fund 696 in the total dollar amount of \$2,778,211.17 (Transmittal No. C-20-16).

VIII. MISCELLANEOUS AGENDA (item 1 through 3):

a) BUDGET AND FINANCE:

1. Interlocal Cooperative Agreement with the Port of Skagit to award \$500,000 of Economic Development/Public Facilities Projects grant funds to support expansion of certified agricultural processing/packaging facility. This Agreement commenced on December 7, 2015, as authorized by Resolution No. R20150384, and shall continue until October 31, 2016. **(Contract No. C20160062)**

Commissioner Dahlstedt announced that he would recuse himself from the Agreement with the Port of Skagit for the processing/packaging facility since he grew 20 acres of cucumbers for the project in 2015.

A motion was made by Commissioner Wesen to approve the Interlocal Cooperative Agreement with the Port of Skagit to award \$500,000 of Economic Development/Public Facilities Projects grant funds to support expansion of certified agricultural processing/packaging facility. Chair Janicki seconded the motion.

The vote passed unanimously.

b) EMERGENCY MEDICAL SERVICES:

2. Personal Services Agreement with AP Triton, LLC to determine the valuation of the current ambulance system (ALS/BLS) in order to determine the eligibility for Federal reimbursement of an upcoming State of Washington program for contracted EMS service providers and any other agency that the County identifies. The Agreement shall commence on the date of execution and continue until December 31, 2016. Compensation shall not exceed \$42,000. **(Contract No. C20160063)**

EMS Director Mark Raaka provided additional information on Miscellaneous Item No. 2.

A motion was made by Commissioner Wesen to approve the Personal Services Agreement with AP Triton, LLC to determine the valuation of the current ambulance system (ALS/BLS) in order to determine the eligibility for Federal reimbursement of an upcoming State of Washington program for contracted EMS service providers and any other agency that the County identifies. Commissioner Dahlstedt seconded the motion.

The vote passed unanimously.

c) PUBLIC WORKS:

3. Interlocal Agreement with the City of Sedro-Woolley to work jointly on “The Jameson Arterial Extension to SR-9” project which is within County right-of-way known as Rhodes Road (County Road Number: 62300) in the vicinity of State Route 9 and also at a County owned property (P37594). Work includes the removal and realignment of a section of Rhodes Road to a new roundabout at the intersection of State Route 9 and an extension of Jameson Street. The project will replace an existing offset uncontrolled intersection on SR-9 at Rhodes Road and Nelson Street with a safer intersection that provides a more direct route to Sedro-Woolley and serve as an alternative route to State Route 20. The Agreement shall commence on the date of execution and continue until December 31, 2020. No compensation is expended for this agreement. **(Contract No. C20160064)**

County Engineer Paul Randall-Grutter provided additional information on Miscellaneous Item No. 3.

A motion was made by Commissioner Dahlstedt to approve the Interlocal cooperative Agreement with the City of Sedro-Woolley for the Jameson Arterial Extension to State Route 9 Project. Commissioner Wesen seconded the motion.

The vote passed unanimously.

IX. ADJOURNMENT:

Chair Janicki adjourned the proceedings for the day.

**BOARD OF COMMISSIONERS
SKAGIT COUNTY, WASHINGTON**

Kenneth A. Dahlstedt, Chair

Lisa Janicki, Commissioner

Ron Wesen, Commissioner

ATTEST:

Clerk of the Board