

**RECORD OF THE PROCEEDINGS  
SKAGIT COUNTY BOARD OF COMMISSIONERS  
MONDAY, JUNE 6, 2016**

The Skagit County Board of Commissioners met in regular session on Monday, June 6, 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 1:30 p.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, Public Health and Emergency Medical Services
- b) \*9:30 a.m. - 12:00 p.m. Skagit County Emergency Medical Services (EMS) Delivery Model Advisory Group - Third Meeting
- 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 the of the Date of this Notice)

There were no executive sessions for the week of June 6, 2016.

IV. DISCUSSION CONSENT ITEMS:

Information Services Data Processing Manager Mike Almvig provided additional information about Consent Agenda item No. 3.

Parks, Recreation and Fair Director Brian Adams provided additional information about Consent Agenda item No. 4.

Ferry Operations Division Manager Rachel Rowe provided additional information about Consent Agenda item No. 9.

V. CONSENT AGENDA FOR MONDAY, JUNE 6, 2016 (items 1 through 10):

A motion was made by Commissioner Dahlstedt to approve Consent Agenda items 1 through 10, vouchers and warrants for Monday, June 6, 2016. Commissioner Wesen seconded the motion.

The vote passed unanimously.

a) COMMISSIONERS:

- 1. Record of the Proceedings for Tuesday, May 31, 2016. **(Approved)**

b) INFORMATION SERVICES:

- 2. Personal Services Agreement with Structured Communications Systems, Inc. to assist in the upgrade of Skagit County Security Appliances and includes configuration, implementation, and documentation. The Agreement shall commence upon the date of execution and will continue until December 31, 2017. Compensation shall not exceed \$10,000 and is based on an hourly fee. **(Contract No. C20160243)**
- 3. Interlocal Cooperative Agreement between Skagit County and the City of Mount Vernon

to transfer to the City of Mount Vernon 700 feet of fiber optic lines from 700 South Second Street to 309 South Third Street. The Agreement shall commence on the date of execution and continue for one year. No compensation is associated with this Agreement. **(Contract No. C20160244)**

c) PARKS, RECREATION & FAIR:

4. Amendment No. 1 to Online Services Agreement No. C20140254 with Caracal Enterprises LLC, dba VenTek International LLC., to collect and manage electronic payments at the Swinomish Boat Launch pay station. This Amendment shall commence on July 1, 2016 and extends the Agreement by four years, ending June 30, 2020. Annual compensation for years one and two were set at \$2,070. In year three, which begins July 1, 2016, an annual 3% service fee shall commence, and compensation will be increased to \$2,132.10 and will increase by 3% each year thereafter. All other terms and conditions of the original Agreement shall remain in effect. **(Amendment No. A20160074)**

d) PUBLIC HEALTH:

5. Amendment No. 1 to Contract Agreement No. C20150642 with Northwest Regional Council, Northwest Washington Area Agency on Aging to provide meals and nutrition support through congregate and home-delivered meals. This Amendment revises and amends Exhibit A, reallocating funds within the adopted budget. The term remains the same, ending December 31, 2016. Compensation remains the same and shall not exceed \$281,861. All other terms and conditions of the original Agreement shall remain in effect. **(Amendment No. A20160075)**

e) PUBLIC WORKS:

6. Resolution authorizing the amendment of Resolution No. R20110339 reallocating and increasing the amount of the Imprest Cash Fund by \$100 for County Road Fund #117. **(Resolution No. R20160157)**
7. Personal Services Agreement with James G. Murphy Inc. to provide auction services to sell surplus vehicles and equipment for Skagit County. The Agreement shall commence on the date of execution and continue for one year. Compensation shall be 10% commission of the gross auction sales. **(Contract No. C20160245)**
8. Vendor Services Agreement with Overhead Door Company of Bellingham, Inc. for inspection, adjustment services, and repairs for the eleven roll up doors in the Burlington road shop. The Agreement shall commence on the date of execution and continue for two years. Total compensation shall not exceed \$10,000 based on an hourly fee schedule. **(Contract No. C20160246)**
9. Amendment No. 1 to Vendor Services Agreement No. C20140282 with Veca Electrical Company, Inc. to provide electrical repair and maintenance service at the Guemes Island Ferry, Solid Waste, and Operations facilities. This Amendment extends the term an additional two years, ending June 16, 2018. Total compensation remains the same, based on a fee schedule, and shall not exceed \$100,000. All other terms and conditions of the original Agreement shall remain in effect. **(Amendment No. A20160076)**
10. Amendment No. 1 to Personal Services Agreement No. C20140375 with Dalton, Olmsted & Fuglevand, Inc. to provide environmental expertise to assist with issues regarding the former Whitmarsh (March Point) Landfill. This Amendment extends the term an additional two years, ending June 30, 2018. Total compensation remains the same, based on an established fee schedule, and shall not exceed \$20,000. All other terms and conditions of the original Agreement shall remain in effect. **(Amendment No. A20160077)**

VI. 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 \$110,818,374 (Transmittal No. C-74-16); and
- b) Warrants numbered 442959 through 443227 from Clearing Fund 696 in the total dollar amount of \$959,600.48 (Transmittal No. C-75-16).

VII. MISCELLANEOUS AGENDA (item 1):

Emergency Medical Services Director Mark Raaka provided additional information about Miscellaneous Agenda item No. 1.

City of Anacortes Mayor Laurie Gere discussed Miscellaneous Agenda item No. 1, complimented the staff and Fire District 13 for their efforts on the Basic Life Support (BLS) Transport Integration Project, and asked about whether the project would be extended past the six month period if needed.

Skagit County Fire District 13 Fire Chief Roy Horn thanked Mayor Gere and Chief Curtis and spoke in support of Miscellaneous Agenda item No. 1.

Records Management Director Cori Russell provided additional about Miscellaneous items Nos. 2 and 3.

a) EMERGENCY MEDICAL SERVICES:

1. Resolution authorizing the implementation and funding of Basic Life Support (BLS) Transport Integration in Skagit County Fire Protection District 13 per Interlocal Agreement No. C20150436 with Fire District 13, Section 2.18, commencing on or after June 7, 2016. **(Resolution No. R20160158)**

A motion was made by Commissioner Wesen to approve the Resolution authorizing implementation and funding of Basic Life Support (BLS) Transport Integration in Skagit County Fire Protection District 13. Commissioner Dahlstedt seconded the motion.

The vote passed unanimously.

b) RECORDS MANAGEMENT:

2. Customer Agreement with APS Inc., to provide rental through FP Mailing of a Centromail Meter with a scale to be used for the centralized processing of outgoing mail. The Agreement shall commence on the date of execution and continue until June 27, 2021. The County will be billed \$359.95, plus tax, on a quarterly basis for a total compensation amount not to exceed \$21, 597. **(Contract No. C20160247)**

A motion was made by Commissioner Dahlstedt to approve Customer Agreement with APS Inc., to provide rental through FP Mailing of a Centromail Meter with a scale to be used for the centralized processing of outgoing mail. Commissioner Wesen seconded the motion.

The vote passed unanimously.

3. Customer Agreement with APS Inc., to provide rental through FP Mailing Solutions of a PostBase 85 Meter with a scale to be used by the Treasurer's office for processing of outgoing mail. The Agreement shall commence on the date of execution and continue until June 27, 2021. The County will be billed \$159.95, plus tax, on a quarterly basis for a total compensation amount not to exceed \$9,597. **(Contract No. C20160248)**

A motion was made by Commissioner Dahlstedt to approve Customer Agreement with APS Inc., to provide rental through FP Mailing Solutions of a PostBase 85 Meter with a scale to be used by the Treasurer's office for processing of outgoing mail. Commissioner Wesen seconded the motion.

The vote passed unanimously.

VIII. ADJOURNMENT:

Chair Janicki adjourned the proceedings at 1:52 p.m.

**BOARD OF COMMISSIONERS  
SKAGIT COUNTY, WASHINGTON**

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Lisa Janicki, Chair

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Ron Wesen, Commissioner

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Kenneth A. Dahlstedt, Commissioner

ATTEST:

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Clerk of the Board