

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

The Skagit County Board of Commissioners met in regular session on Monday, August 1, 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 1:31 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 Administration with Planning and Development Services Department
- b) *9:45 a.m. - 10:15 a.m. Bi-Weekly Work Session - Public Works Department
- c) 1:30 p.m. - 2:30 p.m. Consent Agenda, Vouchers, Warrants and Miscellaneous Items
- d) *1:30 p.m. - 4:30 p.m. Fir Island Farms Estuary Restoration Dike Breach Open House (21961 Wylie Road, Mount Vernon)
- e) *2:30 p.m. - 3:00 p.m. Executive Session (None Scheduled as of the Date of this Notice)

There were no executive sessions scheduled for Monday, August 1, 2016.

IV. DISCUSSION CONSENT ITEMS:

Information Services Data Manager Mike Almvg provided additional information about Consent Agenda items Nos. 4 and 5.

Parks, Recreation and Fair Director Brian Adams provided additional information about Consent Agenda item No. 10.

V. CONSENT AGENDA FOR MONDAY, AUGUST 1, 2016 (items 1 through 21):

A motion was made by Commissioner Wesen to approve Consent Agenda items 1 through 15, items 17 through 21, Ratification Agenda items 22 through 29, vouchers and warrants for Monday, August 1, 2016. **(Item No. 16 was pull for further review.)** Commissioner Dahlstedt seconded the motion.

The vote passed unanimously.

a) COMMISSIONERS:

- 1. Record of the Proceedings for Monday, June 20, 2016. **(Approved)**

b) BUDGET AND FINANCE:

- 2. Amendment No. 1 to Agreement No. C20160230 with Economic Development Association of Skagit County (EDASC) to award \$47,000 in economic development funds to provide administrative and marketing services for Skagit County. The purpose of this Amendment is to add the service of creating a countywide fiber optic plan in consultation with the Communications Network Consortium that was created pursuant to Contract No. C20050338. This Amendment increases compensation by \$35,000 for a new compensation amount not to exceed \$82,000. All other terms and conditions of the

original Agreement shall remain in effect including the termination date of December 31, 2016. **(Amendment No. A20160100)**

c) FACILITIES MANAGEMENT:

3. Amendment No. 2 to Vendor Services Agreement No. C20140495 with Evergreen Moving Systems, Inc. to provide labor and materials necessary to move and relocate County offices as directed by the Facilities Management Department. This Amendment increases compensation by \$2,500 in order to provide services for additional, unanticipated moves. The term remains the same, ending October 26, 2016. Compensation shall not exceed \$15,000. **(Amendment No. A20160101)**

d) INFORMATION SERVICES:

4. Interlocal Cooperative Agreement with the City of Mount Vernon for the City to design, engineer and obtain permits for the purpose of installing two (2) fiber optic lines for the Prosecuting Attorney Family Support Division, located at 208 East Blackburn. The fiber optic lines will upgrade the current phone system to the County's ShoreTel system. The Agreement shall commence on the date of execution and continue until December 31, 2017. Upon completion of the work, the County shall reimburse the City for time, materials, permitting fees for the design and engineering required to create bid specifications. Compensation shall not exceed \$5,000. **(Contract No. C20160323)**
5. Interlocal Cooperative Agreement with the City of Mount Vernon for the City to design, engineer and obtain permits for the purpose of installing two (2) fiber optic lines to the Skagit County Jail, located at 201 Suzanne Lane in Mount Vernon to support the new County Jail on the County's network. The Agreement shall commence on the date of execution and continue until December 31, 2017. Upon completion of the work, the County shall reimburse the City for time, materials, permitting fees for the design and engineering required to create bid specifications. Compensation shall not exceed \$25,000. **(Contract No. C20160324)**

e) OFFICE OF JUVENILE COURT:

6. Interlocal Cooperative Agreement with the Anacortes School District to jointly fund a BECCA Case Manager position to serve the School Districts and the Skagit County Office of Juvenile Court in implementing the truancy position of the BECCA Bill as outlined by the Revised Code of Washington (RCW) and the Washington Administrative Code (WAC). The Agreement shall commence on September 1, 2016, and continue until August 31, 2017. Compensation to Skagit County shall not exceed \$3,323. **(Contract No. C20160325)**
7. Interlocal Cooperative Agreement with the Concrete School District to jointly fund a BECCA Case Manager position to serve the School Districts and the Skagit County Office of Juvenile Court in implementing the truancy position of the BECCA Bill as outlined by the Revised Code of Washington (RCW) and the Washington Administrative Code (WAC). The Agreement shall commence on September 1, 2016, and continue until August 31, 2017. Compensation to Skagit County shall not exceed \$1,154. **(Contract No. C20160326)**
8. Interlocal Cooperative Agreement with the La Conner School District to jointly fund a BECCA Case Manager position to serve the School Districts and the Skagit County Office of Juvenile Court in implementing the truancy position of the BECCA Bill as outlined by the Revised Code of Washington (RCW) and the Washington Administrative Code (WAC). The Agreement shall commence on September 1, 2016, and continue until August 31, 2017. Compensation to Skagit County shall not exceed \$1,119. **(Contract No. C20160327)**

f) PARKS, RECREATION AND FAIR:

9. Personal Services Agreement with Wren Schultz and members of the Bellingham Circus Guild to host an exhibit for four (4) days at the Skagit County Fair for eight and a half (8.5) hours per day, which includes four (4) shows per day that last for a minimum of twenty (20) minutes per show. Contractor will have a minimum of three (3) performers at all times. The Agreement shall commence on August 10, 2016, and continue until

August 13, 2016. Compensation for the four (4) days shall not exceed \$4,300 including sales tax. **(Contract No. C20160328)**

10. Funding Agreement with Skagit Land Trust to provide funding for negotiating and securing a County public trail access to Big Rock Park, as shown in "Exhibit A". The County public trail access route is not yet determined and will need to be negotiated via easement, boundary line adjustment, and/or fee simple purchase. The Agreement shall commence on the date of execution and continue until December 31, 2017. Compensation shall not exceed \$50,000 and is funded by the Special Pathways Funding which is derived from a portion of the state gasoline tax. **(Contract No. C20160329)**
 11. Vendor Services Agreement with JKS Enterprises, Inc. dba Countrywide Fence Center to remove and replace 219 feet of a 6 foot high fence at the south entrance and exit of the Skagit County Fairgrounds, located at 479 West Taylor Street in Mount Vernon. The work shall include one pedestrian gate and two drive through gates (one 16 feet and one 20 feet in length). The Agreement shall commence on the date of execution and shall continue for one year. Compensation shall not exceed \$5,318.67 including sales tax. **(Contract No. C20160330)**
 12. Personal Services Agreement with Elliott Hofferth, Magician to perform two (2) magic shows stage sets for a minimum of forty-five (45) minutes each on Friday, August 12, 2016. The Agreement shall commence on August 12, 2016, and continue until August 12, 2016. Compensation shall not exceed \$400 including sales tax. **(Contract No. C20160331)**
- g) PROSECUTING ATTORNEY:
13. Personal Services Agreement with 4th Corner Network, Inc. to provide process service and related service for the Skagit County Prosecuting Attorney's Family Support, Civil or Criminal Divisions. The Agreement shall commence on August 1, 2016, and continue until December 31, 2017. Compensation shall not exceed \$10,000 and is based on fee schedule. **(Contract No. C20160332)**
- h) PUBLIC HEALTH:
14. Personal Services Agreement with Volunteers of America Western Washington to provide the following services: Facilitation at two (2) Housing Affordability Leadership Group (HALG) two (2) hour meetings on October 26, 2016, and January 25, 2017, which will include the services of two (2) facilitators at each meeting; work in collaboration with staff identified by the County in preparation for the HALG meetings and post-meeting work, including a written summary of the meetings. The Agreement shall commence on the date of execution and continue until February 28, 2017. Compensation shall not exceed \$1,900 and is based on a rate schedule. **(Contract No. C20160333)**
 15. Memorandum of Understanding (MOU) with Washington Vocational Services to detail the roles and responsibilities of Washington Vocational Services and Skagit County as they relate to employment assessments conducted at the Skagit County Senior Centers, located in Anacortes, Burlington, Concrete, Mount Vernon, or Sedro-Woolley. **(Contract No. C20160334)**
 16. Toxics Cleanup Remedial Action Grant Program No. TCPRA-2015-SkCoHD-00007 to perform Initial Investigations and Site Hazard Assessments in accordance with Ecology guidelines and provide information to Ecology for the ranking of sites in accordance with the Washington Ranking Method for sites located in Skagit County. The effective date of the funding is October 1, 2015, and the expiration date is December 31, 2015. Grant funding to Skagit County in an amount not to exceed \$9,755.96 only recently became available. **(This item was pulled for further review.)**
 17. Interlocal Cooperative Agreement with the University of Washington, Department of Psychiatry and Behavioral Sciences, Trauma Recovery Innovations Program to provide training for Skagit County behavioral health professionals in provision of evidence-based trauma informed care. The Agreement shall commence on the date of execution and continue until December 31, 2016. Compensation shall not exceed \$5,000 and is funded by substance abuse treatment funds. **(Contract No. C20160335)**

i) PUBLIC WORKS:

18. Resolution awarding the bid for the Dodge Valley Road Barrier Protection Project, #ES41000-1, Federal Aid #HSIP-000S(422) to Peterson Brothers, Inc. in the amount of \$282,942.23. **(Resolution No. R20160203)**
19. Resolution to call for a public hearing to consider testimony regarding the disposal of surplus property, including vehicles and equipment, in accordance with the Revised Code of Washington (RCW) 36.34. The public hearing is scheduled to take place on Tuesday, August 23, 2016, at 8:30 a.m., or as soon thereafter as possible in the Skagit County Commissioners' Hearing Room. **(Resolution No. R20160204)**
20. Notice regarding the re-issuance of the Notice of Intent (NOI) Letter to Create Blanchard Quiet Zone. The Board of County Commissioners approved Funding Agreement No. C20160297 with the Blanchard Quiet Zone LLC, per Resolution No. R20150318, for the creation of four railroad quiet zones. Due to scheduling difficulty, the diagnostic review was not able to meet the sixty (60) day comment period of the initial NOI. Therefore, there is a need to re-issue the NOI so that the diagnostic review falls within the 60-day comment period scheduled for September 21, 2016. This NOI is under the authority of the "Train Horn Rule" as published in the Federal Register, (49 CFR Part 222), on April 27, 2005. The Federal Railroad Administration has 60 days from the mailing date of this notice to respond with written comments or information. **(Contract No. C20160336)**
21. Personal Services Agreement with Materials Testing & Consulting Inc. to support the Public Works Department with the material testing and geotechnical engineering services of non-federally funded capital projects on an as needed basis. This contract was procured in compliance with the Revised Code of Washington (RCW) 39.80 using the Municipal Research and Services Center (MRSC) Roster. The Agreement shall commence on the date of execution and continue for two (2) years. Compensation shall not exceed \$50,000 and is based on a fee schedule. **(Contract No. C20160337)**

VI. RATIFICATION AGENDA (items 22 through 29):

j) ADMINISTRATIVE SERVICES:

22. Resolution authorizing the ratification of E911 County Coordinator Professional Development Contract No. E17-041 for State Fiscal Year (SFY) 2017 with the Washington State Military Department and State Enhanced 911 Funds for the reimbursement of eligible coordinator professional development expenses incurred as described in Washington Administrative Code (WAC) 118-66-050(3) and Enhanced 911 (E911) policies. The Contract was not received from the Washington State Military Department for consideration until July 11, 2016. **(Resolution No. R20160205)**
23. E911 County Coordinator Professional Development Contract No. E17-041 for State Fiscal Year (SFY) 2017 with the Washington State Military Department and State Enhanced 911 Funds for the reimbursement of eligible coordinator professional development expenses incurred as described by Washington Administrative Code (WAC) 118-66-050(3) and Enhanced 911 (E911) policies. The Contract commenced on July 1, 2016, and continues until August 15, 2017. Reimbursement to Skagit County shall not exceed \$54,500. **(Contract No. C20160338)**

k) PUBLIC HEALTH:

24. Resolution authorizing the ratification of a Personal Services Agreement with Able Opportunities, Inc. to provide training and consultancy services for Skagit County's community employment agencies and the business community as Skagit County seeks to place more high acuity clients into integrated community employment settings. Review of contract provisions and receipt of contract from Able Opportunities, Inc. delayed finalization of the Agreement. **(Resolution No. R20160206)**
25. Personal Services Agreement with Able Opportunities, Inc. to provide training and consultancy services for Skagit County's community employment agencies and the business community as Skagit County seeks to place more high acuity clients into integrated community employment settings. The Agreement commenced on July 1,

2016, and shall continue until June 30, 2017. Skagit County shall reimburse Able Opportunities for services outlined in Exhibit B", Scope of Work, for a total amount not to exceed \$26,000 and is funded through County Program Agreement No. 1563-43216, Skagit County Contract No. C20150343, with the Washington State Department of Social & Health Services to provide services for individuals with developmental disabilities. **(Contract No. C20160339)**

26. Resolution authorizing the ratification of a Personal Services Agreement with Washington Vocational Services to provide "Pathways to Employment" and "Community Access" services to eligible individuals with developmental disabilities. Pathways to Employment services are those services designed to assist working age adults to pursue and maintain paid employment in integrated community settings. Community Access services are those services designed to increase independence and inclusion in the community for those in retirement or no longer seeking employment. Review of contract provisions and receipt of the contract from Washington Vocational Services delayed finalization of the Agreement. **(Resolution No. R20160207)**
27. Personal Services Agreement with Washington Vocational Services to provide "Pathways to Employment" and "Community Access" services to eligible individuals with developmental disabilities. Pathways to Employment services are those services designed to assist working age adults to pursue and maintain paid employment in integrated community settings. Community Access services are those services designed to increase independence and inclusion in the community for those in retirement or no longer seeking employment. The Agreement commenced on July 1, 2016, and shall continue until June 30, 2017. Compensation shall not exceed \$581,515 and is funded through County Program Agreement No. 1563-43216, Skagit County Contract No. C20150343, with the Washington State Department of Social & Health Services to provide services for individuals with developmental disabilities. **(Contract No. C20160340)**
28. Resolution authorizing the ratification of a WorkFirst Worksite Agreement with Community Action of Skagit County to specify the mutual functions and responsibilities for the purpose of continuing to provide a facility for an employee from the Department of Commerce WorkFirst Program at a Skagit County Senior Center. Review of provisions and receipt of contract delayed finalization of the Agreement. **(Resolution No. R20160208)**
29. WorkFirst Worksite Agreement with Community Action of Skagit County to specify the mutual functions and responsibilities for the purpose of continuing to provide a facility for an employee from the Department of Commerce WorkFirst Program at a Skagit County Senior Center. The Agreement commenced on July 1, 2016, and shall continue until June 30, 2017. No compensation is associated with this Agreement. **(Contract No. C20160341)**

VII. MISCELLANEOUS AGENDA (item 1):

Sheriff Will Reichardt presented Miscellaneous Agenda item No. 1 and said that the jail was overcrowded and Snohomish County was the closest locality that could accommodate additional inmates.

a) SHERIFF:

A motion was made by Commissioner Dahlstedt to approve Miscellaneous item No. 1. Commissioner Wesen seconded the motion.

The vote passed unanimously.

1. Interlocal Agreement for Jail Services between Snohomish and Skagit County pursuant to Chapter 39.34 RCW and Chapter 70.48 RCW. The purpose and intent of this Agreement is for Snohomish County and Skagit County to work together efficiently and effectively in order that Snohomish County may provide Skagit with Jail Services. The Agreement shall take effect on the date of mutual execution and remain in effect until August 31, 2018. Snohomish County shall invoice Skagit County a Booking Fee for each Skagit County inmate that Snohomish County provides services. The 2016 Booking Fee

shall be \$116.14 per inmate and the 2017 Booking Fee shall be \$118.23 per inmate. Further or additional increases in the Booking Fee beginning January 1, 2016, and each year thereafter shall be calculated pursuant to Section 6.2.3. Snohomish County shall invoice Skagit County for Daily Maintenance and other fees as outlined in Section 6.1. **(Contract No. C20160342)**

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 \$160,233.86 (Transmittal No. C-93-16); and
 - b) Warrants numbered 445326 through 445717 from Clearing Fund 696 in the total dollar amount of \$2,000,811.67 (Transmittal No. C-94-16); and
 - c) Warrants numbered 445718 through 445718 from Clearing Fund 696 in the total dollar amount of \$600,000 (Transmittal No. C-95-16); and
 - d) ACH Transfer Request Form and Certification to Trusteed Plans Service Corporation from Clearing Fund 696 in the total dollar amount of \$90,289.47 (Transmittal No. C-96-16); and
 - e) 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-97-16); and
 - f) ACH Transfer Request Form and Certification to Trusteed Plans Service Corporation from Clearing Fund 696 in the total dollar amount of \$84,950.57 (Transmittal No. C-98-16); and
 - g) ACH Transfer Request Form and Certification to Delta Dental from Clearing Fund 696 in the total dollar amount of \$41,357.00 (Transmittal No. C-99-16); and
 - h) Warrants numbered 445719 through 446101 from Clearing Fund 696 in the total dollar amount of \$10,570,727.93 (Transmittal No. C-100-16); and
 - i) Junior District Payroll warrants numbered 812960 through 813119 in the total dollar amount of \$246,667.05 (Transmittal No. P-28-2016); and
 - j) Payroll warrants numbered 368795 through 369511 in the total dollar amount of \$1,210,334.65 (Transmittal No. P-29-2016).

IX. ADJOURNMENT:

Chair Janicki adjourned the proceedings at 1:40 p.m.

**BOARD OF COMMISSIONERS
SKAGIT COUNTY, WASHINGTON**

Lisa Janicki, Chair

Ron Wesen, Commissioner

Kenneth A. Dahlstedt, Commissioner

ATTEST:

Clerk of the Board