

**RECORD OF THE PROCEEDINGS
SKAGIT COUNTY BOARD OF COMMISSIONERS
MONDAY, AUGUST 29, 2016**

The Skagit County Board of Commissioners met in regular session on Monday, August 29, 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) *9:30 a.m. - 12:00 p.m. Skagit County Emergency Medical Services Delivery Model Advisory Group Meeting No. 7
- b) 1:30 p.m. - 2:30 p.m. Consent Agenda, Vouchers and Warrants, and Miscellaneous Items
- c) *2:30 p.m. - 4:00 p.m. Executive Session (None Scheduled as the of the Date of this Notice)

No executive sessions were scheduled for the week of August 29, 2016.

IV. DISCUSSION CONSENT ITEMS:

Dale Pernula, Planning and Development Services Director, and Assistant Director Ryan Walters provided additional information on Consent Agenda item #5.

Public Works Habitat Restoration Specialist Emily Derenne provided additional information on Consent Agenda item #7 and #11.

Public Works Project Manager Jennifer Swanson provided additional information on Consent Agenda item #10.

Public Works Water Resources Section Manager Michael See provided additional information on Consent Agenda item #15.

V. CONSENT AGENDA FOR MONDAY, AUGUST 29, 2016 (items 1 through 11):

A motion was made by Commissioner Wesen to approve Consent Agenda items 1 through 11, Ratification Agenda items 12 through 15, vouchers and warrants for Monday, August 29, 2016. Commissioner Dahlstedt seconded the motion.

The vote passed unanimously.

a) COMMISSIONERS:

- 1. Record of the Proceedings for Monday, August 22, 2016. **(Approved)**
- 2. Record of the Proceedings for Tuesday, August 23, 2016. **(Approved)**
- 3. Resolution to reappoint Ralph Rowland to the Skagit County Parks and Recreation Advisory Board. His term will expire on December 31, 2018. **(Resolution No. R20160220)**

b) AUDITOR:

4. Resolution to modify Resolution No. R20090356 to increase the two cash drawer totals in the Recording Division from \$90 to \$120 each. **(Resolution No. R20160221)**
- c) PLANNING AND DEVELOPMENT SERVICES:
5. Interlocal Cooperative Agreement between Skagit County, the City of Burlington, and the Housing Authority of Skagit County for the exchange of work and funding towards the improved infrastructure at Raspberry Ridge in Burlington. The Agreement shall commence upon the date of mutual execution. **(Contract No. C20160375)**
- d) PUBLIC WORKS:
6. Resolution calling for bids for the Purchase, Installation and Maintenance of One Marine Auxiliary Generator for the M/V Guemes. Bids shall be opened on Monday, September 19, 2016, at 2:30 p.m. or as soon thereafter as possible in the Commissioners Hearing Room. **(Resolution No. R20160222)**
 7. Resolution authorizing Skagit County Public Works Department staff to apply for a Washington State Recreation and Conservation Office Grant for the Freestad Lake Restoration Project (16-2145 PLN) on Samish Island. **(Resolution No. R20160223)**
 8. Resolution providing a Notice of Call to update the vendor lists for Maintenance Materials and Rental Equipment to be used as needed by Skagit County on an as needed basis. Skagit County advertises twice yearly to update the vendor lists as required by the Revised Code of Washington (RCW) 39.05.190. **(Resolution No. R20160224)**
 9. Easement Agreement between Burlington Northern Santa Fe Railway Company (BNSF) and Skagit County for the Burlington Northern Overpass Project #ES50510-8, Federal Aid #BRS-M291(006). The Easement references the permanent and temporary easements, allowing the county to proceed with the construction work over the premises of BNSF Railway and is in concurrence with the Memorandum of Easement. The Easement shall commence on the date of execution and continue until completion of the project. Compensation to BNSF shall not exceed a \$2,000 administrative fee. **(Contract No. C20160376)**
 10. Memorandum of Easement between Burlington Northern Santa Fe Railway Company (BNSF) and Skagit County for the Burlington Northern Overpass Project #ES50510-8, Federal Aid #BRS-M291(006). The Memorandum of Easement references the permanent and temporary easements, allowing the county to proceed with the construction work over the premises of BNSF Railway and is in concurrence with Easement Agreement with BNSF Railway Company. **(Contract No. C20160377)**
 11. Vendor Services Agreement with 5 Star Services, Inc. for Maintenance of Restoration Projects including mowing, weed-eating, and spraying non-native vegetation at 11 different sites within Skagit County. The Agreement shall commence upon the date of execution and continue for one year. Compensation shall not exceed \$65,723 and is based on a rate schedule. **(Contract No. C20160378)**

VI. RATIFICATION AGENDA (items 12 through 15):

- e) PROSECUTING ATTORNEY:
12. Resolution authorizing the ratification of a Personal Services Agreement with Van Ness Feldman LLP for services related to the provision of a legal opinion regarding the potential approval of extension of sewer line to property in the vicinity of Cook Road and Interstate 5, Burlington. The contractor began providing services once the Agreement was established but not fully executed. **(Resolution No. R20160225)**
 13. Personal Services Agreement with Van Ness Feldman LLP for services related to the provision of a legal opinion regarding the potential approval of extension of sewer line to property in the vicinity of Cook Road and Interstate 5, Burlington. The Agreement commenced on August 1, 2016, and shall continue until December 31, 2106. Compensation shall not exceed \$5,000 and is based on an hourly rate schedule. **(Contract No. C20160379)**

f) PUBLIC WORKS:

14. Resolution authorizing the ratification of a Personal Services Agreement with Pacific Groundwater Group to provide support and make improvements to two databases the contractor has already created. Unforeseen scheduling conflicts and delays prevented the previous Agreement from being extended before expiration on July 31, 2016. In an effort to account for grant deliverable deadlines and project completion, a new contract is required with a start date of August 1, 2016. **(Resolution No. R20160226)**
15. Personal Services Agreement with Pacific Groundwater Group to provide support and make improvements to two databases the contractor has already created. The databases help the Pollution Identification and Correction Program track water quality and property assessment information. The Agreement commenced on August 1, 2016, and shall continue until December 31, 2016. Compensation shall not exceed \$5,000 and is funded by the Clean Water Fund. **(Contract No. C20160380)**

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) Warrants numbered 447082 through 447126 from Clearing Fund 696 in the total dollar amount of \$157,817.86 (Transmittal No. C-110-16); and
 - b) ACH Transfer Request Form and Certification to Trusteed Plans Service Corporation from Clearing Fund 696 in the total dollar amount of \$17,163.50 (Transmittal No. C-111-16); and
 - c) ACH Transfer Request Form and Certification to Delta Dental from Clearing Fund 696 in the total dollar amount of \$65,020.25 (Transmittal No. C-112-16); and
 - d) ACH Transfer Request Form and Certification to Trusteed Plans Service Corporation from Clearing Fund 696 in the total dollar amount of \$77,900.56 (Transmittal No. C-113-16); and
 - e) Warrants numbered 447127 through 447606 from Clearing Fund 696 in the total dollar amount of \$7,210,561.37 (Transmittal No. C-114-16); and
 - f) 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-115-16); and
 - g) Junior District Payroll warrants numbered 813258 through 813403 in the total dollar amount of \$252,572.33 (Transmittal No. P-32-2016); and
 - h) Payroll warrants numbered 370246 through 370989 in the total dollar amount of \$1,228,102.60 (Transmittal No. P-33-2016).

VIII. ADJOURNMENT:

Chair Janicki adjourned the proceedings at 1:43 p.m.

**BOARD OF COMMISSIONERS
SKAGIT COUNTY, WASHINGTON**

Lisa Janicki, Chair

Ron Wesen, Commissioner

Kenneth A. Dahlstedt, Commissioner

ATTEST:

Clerk of the Board