

**RECORD OF THE PROCEEDINGS
SKAGIT COUNTY BOARD OF COMMISSIONERS
MONDAY, SEPTEMBER 12, 2016**

The Skagit County Board of Commissioners met in regular session on Monday, September 12, 2016, with Commissioner Ron Wesen, and Commissioner Kenneth A. Dahlstedt present. Chair Lisa Janicki excused.

I. CALL TO ORDER:

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

II. PLEDGE OF ALLEGIANCE:

Commissioner Dahlstedt 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, Central Services: Information Services, Geographic Information Services, and Records Management Departments
- 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) *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 September 12, 2016.

IV. DISCUSSION CONSENT ITEMS:

Building Official Jack Moore provided additional information about Consent Agenda item No. 7.

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

Surface Water Section Manager Jan Flagan provided additional information about Consent Agenda items Nos. 16 and 17.

V. CONSENT AGENDA FOR MONDAY, SEPTEMBER 12, 2016 (items 1 through 11):

A motion was made by Commissioner Wesen to approve Consent Agenda item 1 through 11, Ratification Agenda items 12 through 17, vouchers and warrants for Monday, September 12, 2016. Commissioner Dahlstedt seconded the motion.

The vote passed unanimously. Chair Lisa Janicki's absence was excused

a) COMMISSIONERS:

- 1. Record of the Proceedings for Tuesday, September 6, 2016. **(Approved)**
- 2. Resolution to reappoint members to the Skagit Regional Public Facilities District. John Janicki, the incumbent of Position No. 1, shall be reappointed to represent District III and Rod W. Carter, the incumbent of Position No. 2, shall be reappointed to represent District II for a term of four years. The new terms expire on September 1, 2020. **(Resolution No. R20160234)**

b) BUDGET AND FINANCE:

3. Resolution to call for a public hearing to consider testimony regarding amending 2016 Skagit County Budget for the Funds in the approximate net amounts: General \$278,994; Public Health \$20,003; Emergency Management \$40,306; Elections \$0; Substance Abuse Services (\$46,235); Mental Health \$197,736; County Roads \$0; Community Services \$0; Drug Enforcement Cumulative Reserve \$30,000; Low-Income Housing (\$2,088); Title III Projects \$10,715; Homeless Housing & Assistance \$31,905; Interlocal Investigation Cumulative Reserve \$0; Debt Service \$0; Capital Improvements \$72,654; Solid Waste \$22,706; Drainage Utility \$37,000; County Jail \$170,620; Geographic Information Systems \$880; Unemployment Compensation \$125,000; Central Valley Ambulance Authority \$0. The public hearing is scheduled to take place on Tuesday, September 27, 2016, at 11:45 a.m. in the Skagit County Commissioners' Hearing Room. **(Resolution No. R20160235)**
 4. Interlocal Cooperative Agreement with the City of Sedro-Woolley which awards \$400,000 of Economic Development/Public Facilities Projects grant funds to support the Fruitdale Road Arterial Improvement Project, as authorized by Resolution No. R20160202. The Agreement commenced on July 18, 2016, and continues until December 31, 2018. **(Contract No. C20160397)**
- c) FACILITIES MANAGEMENT:
5. Resolution to call for bids to remodel Skagit County Parks and Recreation Building, located at 1730 Continental Place in Mount Vernon. The bid opening is scheduled to take place on Monday, October 3, 2016, at 2:45 p.m., or as soon thereafter as possible in the Skagit County Commissioners' Hearing Room. **(Resolution No. R20160236)**
- d) INFORMATION SERVICES:
6. Amendment No. 1 to Professional Services Agreement No. C20160087 with Cayenta, a division of N. Harris Computer Corporation to implement a positive pay capability for Accounts Payable. This Amendment adds additional professional services to modify the Employee Self-Service system to meet the County's needs. Compensation is increased by an additional \$2,660 for a new compensation amount not to exceed \$8,360. All other terms and conditions of the original Agreement shall remain in effect including the termination date of December 31, 2018. **(Amendment No. A20160117)**
- e) PLANNING AND DEVELOPMENT SERVICES:
7. Settlement Agreement between Pacific Rim Tonewoods, Inc., Stephen L. McMinn, and Eric Warner, and Skagit County related to code enforcement case CE15-0001 and pending appeal PL16-0011 for a building constructed without permits on property located at 38511 State Route 20 in Concrete. **(Contract No. C20160398)**
- f) PROSECUTING ATTORNEY:
8. Personal Services Agreement with Deborah Ridgeway to provide child forensic interviewer services for the Skagit County Prosecutor's office as needed during the transition from one interviewer to a new interviewer and to provide testimony at trial in cases where prior forensic interviews were done. The Agreement shall commence on the date of execution and continue until October 31, 2016. Compensation shall not exceed \$4,000 and is based on a rate schedule. **(Contract No. C20160399)**
- g) PUBLIC WORKS:
9. Resolution concerning the approval of plans and specifications and call for bids for the 2017 Haul Out and Maintenance for the Vehicle and Passenger Ferry M/V Guemes, Project #FEH017-1. The bid opening is scheduled to take on Monday, October 10, 2016, at 2:30 p.m. in the Skagit County Commissioners' Hearing Room. **(Resolution No. R20160237)**
 10. Vendor Services Agreement with How it Works to provide graphic design services and shipping for 7,500 brochures in the form of three educational publications of full color, double-sided flyers, and double-sided, multiple-fold brochures. The brochures will be used to provide education and outreach materials to the public on topics of solid waste, recycling, and waste reduction. The Agreement shall commence on the date of execution

and continue for two-years from the date of execution. Compensation shall not exceed \$10,000. **(Contract No. C20160400)**

11. Amendment No. 4 to Interagency Contract No. N20689, Skagit County Contract No. C20140380, with the State of Washington Department of Health (DOH) to develop the Pollution Identification and Correction (PIC) Program to identify and reduce pollution in the Samish and Padilla Bay watersheds through activities and data gathering. Due to no rain events occurring in the spring of 2016 that could be sampled, it is necessary to extend the task completion dates for Task 5 (Field Sampling - Livestock Tracers), Task 6 (Field Sampling - Human Sewage Tracers), and Task 7 (Reporting and Communication). Total compensation remains the same and shall not exceed \$653,044. The period of performance remains unchanged and shall end on July 31, 2017. All other terms of the original Agreement and subsequent Amendments shall remain in effect. This is a Federal Pass-Through Grant from the United States Department of Environmental Protection Agency and is 100% funded through the Washington State Department of Health. **(Amendment No. A20160118)**

VI. RATIFICATION AGENDA (items 12 through 17):

h) PUBLIC HEALTH:

12. Resolution authorizing the ratification of a Personal Services Agreement with Eleven Vexler to provide behavioral health intervention services to children and youth in grades K-12, and their families in Skagit County school districts. Review of contract provisions and receipt of contract delayed the finalization of the Agreement. **(Resolution No. R20160238)**
13. Personal Services Agreement with Eleven Vexler to provide behavioral health intervention services to children and youth in grades K-12, and their families in Skagit County school districts. The Agreement commenced on September 1, 2016, and continues until August 30, 2017. Compensation shall not exceed \$55,000 and is based on a rate schedule and is funded by the Behavioral Health Treatment Sales Tax (1/10 sales tax). **(Contract No. C20160401)**
14. Resolution authorizing the ratification of Amendment No. 1 to Toxics Cleanup Remedial Action Grant Program No. TCPRA-2015-SkCoHD-00007, Skagit County Contract No. C20150570, with the State of Washington Department of Ecology 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. Additional grant funding to Skagit County in an amount not to exceed \$9,755.96 only recently became available. **(Resolution No. R20160239)**
15. Amendment No. 1 to Toxics Cleanup Remedial Action Grant Program No. TCPRA-2015-SkCoHD-00007, Skagit County Contract No. C20150570 with the State of Washington Department of Ecology 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 was October 1, 2015, and the expiration date was December 31, 2015. Additional grant funding to Skagit County in an amount not to exceed \$9,755.96 only recently became available. Total compensation to Skagit County shall not exceed \$48,755.96. **(Amendment No. A20160119)**

i) PUBLIC WORKS:

16. Resolution authorizing the ratification of a Vendor Services Agreement with Gary Harper Construction, Inc. to replace the failed Britt Slough pump, motor, and outfall pipe for the Britt Slough Pump Replacement Project #WA402206. The ratification is necessary in order to compensate the contractor for additional unanticipated final work on the project that was performed under Skagit County Contract No. C20150357 and which expired on August 23, 2016. **(Resolution No. R20160240)**
17. Vendor Services Agreement with Gary Harper Construction, Inc. to replace the failed Britt Slough pump, motor, and outfall pipe. The Agreement commenced on August 24,

2016, and shall continue for one year from the date of execution. Compensation shall not exceed \$2,247.64. **(Contract No. C20160402)**

VII. MISCELLANEOUS AGENDA (item 1 and 2):

A motion was made by Commissioner Wesen to approve Miscellaneous Agenda items 1 and 2. Commissioner Dahlstedt seconded the motion.

The vote passed unanimously. Chair Lisa Janicki's absence was excused

j) ADMINISTRATIVE SERVICES:

1. Resolution authorizing the ratification of an Interlocal Cooperative Agreement with Skagit 911 to facilitate the distribution of funds in the amount of \$54,500 through Grant Agreement E911 County Coordinator Professional Development Contract No. E17-041 for State Fiscal Year (SFY) 2017, Skagit County Contract No. C20160338. The Grant Agreement commenced on July 1, 2016, however the contract was not received for consideration and routing until August 15, 2016. **(Resolution No. R20160241)**
2. Interlocal Cooperative Agreement with Skagit 911 to facilitate the distribution of funds in the amount of \$54,500 through Grant Agreement E911 County Coordinator Professional Development Contract No. E17-041 for State Fiscal Year (SFY) 2017, Skagit County Contract No. C20160338. The Agreement commenced on July 1, 2016, and continues through August 15, 2017. This is a pass through contract from the Washington State Military Department to Skagit 911. **(Contract No. C20160403)**

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) Warrants numbered 447955 through 448232 from Clearing Fund 696 in the total dollar amount of \$6,287,525.75 (Transmittal No. C-118-16); and
 - b) ACH Transfer Request Form and Certification to Trusteed Plans Service Corporation from Clearing Fund 696 in the total dollar amount of \$92,773.17 (Transmittal No. C-119-16); and
 - c) ACH Transfer Request Form and Certification to Trusteed Plans Service Corporation from Clearing Fund 696 in the total dollar amount of \$80,847.88 (Transmittal No. C-120-16); and
 - d) Warrants numbered 448233 through 448233 from Clearing Fund 696 in the total dollar amount of \$6,287,525.75 (Transmittal No. C-121-16)
 - e) Junior District Payroll warrants numbered 813404 through 813531 in the total dollar amount of \$244,135.90 (Transmittal No. P-34-2016); and
 - f) Payroll warrants numbered 370990 through 371704 in the total dollar amount of \$1,276,752.66 (Transmittal No. P-35-2016).

IX. ADJOURNMENT:

Commissioner Dahlstedt adjourned the proceedings at 1:46 p.m.

**BOARD OF COMMISSIONERS
SKAGIT COUNTY, WASHINGTON**

Lisa Janicki, Chair

Ron Wesen, Commissioner

Kenneth A. Dahlstedt, Commissioner

ATTEST:

Clerk of the Board