

**RECORD OF THE PROCEEDINGS
SKAGIT COUNTY BOARD OF COMMISSIONERS
MONDAY, OCTOBER 17, 2016**

The Skagit County Board of Commissioners met in regular session on Monday, October 17, 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 12:00 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 Public Works, Planning and Development Services, Public Health, and Emergency Medical Services
- b) *10:00 a.m. - 12:00 p.m. Northwest Regional Council Governing Board Special Meeting
- c) 12:00 p.m. - 1:00 p.m. Consent Agenda, Vouchers, Warrants and Miscellaneous Items
- d) *1:30 p.m. - 2:30 p.m. Department of Fish and Wildlife White House VIP Draft of the Fir Island Farm Restoration Project Site (Fir Island Road, down an unnamed gravel road marked by a Washington Department of Fish and Wildlife sign)
- e) *3:15 p.m. - 4:30 p.m. Executive Session (None Scheduled as of the date of this Notice)

IV. CONSENT AGENDA DISCUSSION:

Budget and Finance Director Trisha Logue provided additional information on Consent Agenda item #5 and #6.

Water Resources Section Manager Michael See provided additional information on Consent Agenda item #26.

V. CONSENT AGENDA FOR MONDAY, OCTOBER 17, 2016 (items 1 through 22):

A motion was made by Commissioner Wesen to approve Consent Agenda items 1 through 17, and 19 through 22, Ratification Agenda items 23 through 26, and vouchers and warrants for Monday, October 17, 2016. Commissioner Dahlstedt seconded the motion.

The vote passed unanimously.

a) COMMISSIONERS:

- 1. Record of the Proceedings for Monday, April 11, 2016. **(Approved)**
- 2. Record of the Proceedings for Tuesday, April 12, 2016. **(Approved)**
- 3. Record of the Proceedings for Tuesday, June 21, 2016. **(Approved)**
- 4. Record of the Proceedings for Monday, October 10, 2016. **(Approved)**

b) AUDITOR:

- 5. Service Level Agreement with the State of Washington, Office of the Secretary of State, Archives & Records Management Division (OSOS No. 829Q-1395) for document

preparation and imaging services. The Agreement shall commence upon the date of execution and continue until December 31, 2018. Annual compensation shall not exceed \$50,000. **(Contract No. C20160427)**

c) BUDGET AND FINANCE:

6. Interlocal Cooperative Agreement with the City of Sedro-Woolley to assist in providing library services to the citizens of unincorporated Skagit County during 2016. The Agreement shall commence on the date of execution and continue through December 31, 2016. Compensation shall not exceed \$9,471. **(Contract No. C20160428)**
7. Interlocal Cooperative Agreement with Public Utility District No. 1 of Skagit County to award \$110,000 of Economic Development/Public Facilities Projects grant funds to support Fiber Optic. The Agreement commenced on July 18, 2016, as authorized by Resolution No. R20160202, and shall continue until October 1, 2016. **(Contract No. C20160429)**
8. Interlocal Cooperative Agreement with Economic Development Association of Skagit County to award \$200,000 of Economic Development/Public Facilities Projects grant funds to support hiring for business retention, expansion and research, business recruitment, Finance and Administration Manager as authorized by Resolution No. R20160202. The Agreement shall commence on January 1, 2017, and continue until December 31, 2017. **(Contract No. C20160430)**
9. Interlocal Cooperative Agreement with the City of Mount Vernon to award \$215,834 of Economic Development/Public Facilities Projects grant funds to support College Way widening beneath I-5. The Agreement commenced on July 1, 2016, as authorized by Resolution No. R20160202, and shall continue until July 31, 2018. **(Contract No. C20160431)**
10. Amendment No. 1 to Interlocal Cooperative Agreement No. C20160052 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 Amendment extends the term of the Agreement from November 30, 2016, to December 31, 2017 for completion of the project. All other terms and conditions of the original Agreement shall remain in effect. **(Amendment No. A20160131)**

d) CLERK:

11. Amendment No. 1 to Personal Services Agreement No. C20140637 with nCourt, LLC to build, host and maintain a website, including application, processing and customer service, for the Skagit County Clerk, in order to provide customers of the Skagit County Clerk with a website to pay Skagit County Superior Court/County Clerk fees and financial obligations online. This Amendment adds the ability to accept recurring payments from citizens via ACH withdrawal or debit/ credit card transaction, a new service offered by nCourt. All other terms and conditions of the original Agreement shall remain in effect. **(Amendment No. A20160132)**

e) FACILITIES MANAGEMENT:

12. Vendor Services Agreement with Sonshine Tree Care to provide labor and equipment necessary to prune trees in vicinity of the County Courthouse located at 205 West Kincaid, Mount Vernon. The Agreement shall commence on the date of execution and continue for one year. Compensation shall not exceed \$6,273.13 and is based on a rate schedule. **(Contract No. C20160432)**
13. Amendment No. 5 to AIA Document B103 - 2007 Standard Form of Agreement, Contract No. C20140269, with DLR Group for the design and construction management of the new Skagit County Jail facility. The purpose of this Amendment is to update four Articles to add services for additional smoke modeling performed by DLR Group sub-consultant Aegis Engineering and to provide coordination, re-design, and re-permitting services for the monument sign located at the intersection of Suzanne Lane and Old Highway 99. Compensation is increased by \$12,447.50. Total compensation shall not exceed \$3,665,808.50. All other terms and conditions of the original Agreement and

subsequent Amendments shall remain in effect including the termination date of February 1, 2017. **(Amendment No. A20160133)**

14. Construction Agreement with Axthelm Construction Inc. to remodel the Skagit County Parks and Recreation Building, Located at 1730 Continental Place in Mount Vernon. The Agreement shall commence on the date of the Notice to Proceed. Compensation shall not exceed \$275,665. **(Contract No. C20160433)**

f) INFORMATION SERVICES:

15. Service Agreement with Access Hosting, LLC to host an Access Database for the Public Works Department. This database will be used for the Pollution Identification and Correction Program and will be accessible by Skagit County and their partner agencies. The Agreement will commence upon the date of execution and continue until terminated. Compensation shall not exceed \$199 per month. **(Contract No. C20160434)**

g) PROSECUTING ATTORNEY:

16. Resolution authorizing litigation to abate a public nuisance by Mary Jo Swiercz. **(Resolution No. R20160253)**

h) PUBLIC WORKS:

17. Resolution amending Resolution No. R20160078 appointing members to the Skagit County Marine Resources Committee (MRC) and updating the membership roster. **(Resolution No. R20160254)**
18. Resolution approving maps, plans, and specifications and calling for bids for the Burlington Northern Overpass Project #ES50510-8, Federal Aid #BRS-M291(006). The bid opening is scheduled to take place on Monday, November 14, 2016, at 2:30 p.m. or as soon as possible thereafter. **(Item pulled for consideration at a future Consent Agenda)**
19. Vendor Services Agreement with Hatton Marine Engine and Generator Systems Inc. for the purchase, installation, and maintenance of one marine auxiliary generator for the M/V Guemes ferry. The Agreement shall commence on the date of execution and continue for one year. Compensation shall not exceed \$50,000 and is based on a rate schedule. **(Contract No. C20160435)**
20. Construction Contract Agreement with American Construction Co. Inc. to provide live load pin guide assembly installation for the Anacortes and Guemes Island ferry docks. The Agreement shall commence on the date of execution and continue until completed. Compensation shall not exceed \$49,700 and Resolution No. R20160244 awarding the bid to American Construction Co. Inc. was executed September 26, 2016. **(Contract No. C20160436)**

i) SHERIFF:

21. Amendment No. 1 to Personal Services Agreement No. C20150604 with Schryver Medical, LLC to provide on-site portable radiology services for jail inmates, juvenile offenders, and County personnel. This Amendment increases compensation by \$15,000 per calendar year for a total amount not to exceed \$35,000 per calendar year. The term remains the same and shall continue until December 31, 2020. All other terms and conditions of the original Agreement shall remain in effect. **(Amendment No. A20160134)**

j) TREASURER:

22. Personal Services Agreement with The Master's Touch, LLC to provide printing and mailing of Skagit County tax statements. The Agreement shall commence upon the date of execution and continue until December 31, 2019. Compensation shall not exceed \$25,000 and is based on a rate schedule. **(Contract No. C20160437)**

VI. RATIFICATION AGENDA (items 23 through 26):

k) PUBLIC DEFENDER:

23. Resolution authorizing the ratification of a Personal Services Agreement with Rebecca Carroll to provide legal defense services on behalf of the Skagit County Public Defender's Office for person's detained at the Skagit Valley Hospital and North Sound Evaluation and Treatment Center under the involuntary treatment act. The Agreement was not received in time to execute by October 1, 2016. **(Resolution No. R20160255)**
24. Personal Services Agreement with Rebecca Carroll to provide legal defense services on behalf of the Skagit County Public Defender's Office for person's detained at the Skagit Valley Hospital and North Sound Evaluation and Treatment Center under the involuntary treatment act. The Agreement commenced on October 1, 2016, and shall continue until December 31, 2016. Compensation shall not exceed \$6,000 per month, \$72,000 annually, and is based on an hourly rate schedule. **(Contract No. C20160438)**

l) PUBLIC WORKS:

25. Resolution authorizing the ratification of a Northwest Straits Grant Agreement No. SEANWS-2016-SkCoPW-00003 with the State of Washington Department of Ecology to support the Skagit County Marine Resources Committee (MRC) operations including: Fidalgo Bay Day, Salish Sea Stewards, Education and Outreach, and Pinto Abalone Monitoring and Restoration. Contract negotiations between Skagit County, the Department of Ecology, Puget Sound Partnership, and Northwest Straits Commission delayed the arrival of the Agreement in time to execute prior to October 1, 2016. **(Resolution No. R20160256)**
26. Northwest Straits Grant Agreement No. SEANWS-2016-SkCoPW-00003 with the State of Washington Department of Ecology to support the Skagit County Marine Resources Committee (MRC) operations including: Fidalgo Bay Day, Salish Sea Stewards, Education and Outreach, and Pinto Abalone Monitoring and Restoration. The Agreement commenced on October 1, 2016, and shall continue until September 30, 2017. Compensation to Skagit County shall not exceed \$64,000. **(Contract No. C20160439)**

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 \$293,633.13 (Transmittal No. C-139-16); and
 - b) Warrants numbered 449668 through 450013 from Clearing Fund 696 in the total dollar amount of \$7,662,302.77 (Transmittal No. C-140-16).

VIII. ADJOURNMENT:

Chair Janicki adjourned the proceedings at 12:10 p.m.

**BOARD OF COMMISSIONERS
SKAGIT COUNTY, WASHINGTON**

Lisa Janicki, Chair

Ron Wesen, Commissioner

Kenneth A. Dahlstedt, Commissioner

ATTEST:

Clerk of the Board