

**RECORD OF THE PROCEEDINGS
SKAGIT COUNTY BOARD OF COMMISSIONERS
MONDAY, NOVEMBER 7, 2016**

The Skagit County Board of Commissioners met in regular session on Monday, November 7, 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 - Commissioners/County Administrator with Public Works, Planning and Development Services, and Public Health
- b) 1:30 p.m. - 2:15 p.m. Consent Agenda, Vouchers, Warrants and Miscellaneous Items
- c) 2:15 p.m. - 2:30 p.m. Proclamation Recognizing November as Hospice Month

Chair Janicki reconvened the proceedings at 2:15 p.m.

Executive Director of Hospice of the Northwest Foundation Wendy Rohrbacher and Executive Director of Hospice of the Northwest Bob Laws provided information and a video about Hospice support services. Ms. Rohrbacher explained the difference between Hospice of the Northwest and Hospice of the Northwest Foundation. She said that they were two separate organizations and that Hospice of the Northwest was a joint venture between two hospital districts. Ms. Rohrbacher explained that Hospice of the Northwest Foundation was a 501(c)3, non-profit organization that raised funds to support quality hospice care in the communities that they served.

Bereavement Counselor for Hospice of the Northwest Diane Hart encouraged anyone coping with grief or loss of any kind to contact them at (360) 814-5570. Ms. Hart provided information about the eight (8) week program called "The Grief Recovery Method Group".

Commissioner Wesen read the proclamation recognizing November 2016 as National Hospice Palliative Care Month and encouraged all citizens to increase their understanding and awareness of care at the end of life and to observe this month with appropriate activities and programs.

Chair Janicki recessed the proceedings at 2:37 p.m.

- d) 2:30 p.m. - 3:00 p.m. Jail Construction Update from Project Manager Marc Estvold

Chair Janicki reconvened the proceedings at 2:42 p.m. and announced the Jail Construction project update would be rescheduled to a future date and time.

- e) *3:00 p.m. - 4:00 p.m. Executive Session (None Scheduled as of the date of this Notice)

There were no executive sessions scheduled for the week of November 7, 2016.

IV. CONSENT AGENDA ITEMS FOR FURTHER DISCUSSION:

Central Services Administrative Coordinator Kristen Stubben provided additional information about Consent Agenda item no. 7.

Engineering Division Manager Keith Elefson provided additional information about Consent Agenda

item no. 10.

There was a brief discussion about Consent Agenda item no. 11.

V. CONSENT AGENDA FOR MONDAY, NOVEMBER 7, 2016 (items 1 through 12):

A motion was made by Commissioner Wesen to approve Consent Agenda items 1 through 12, Ratification Agenda 13 through 16, vouchers and warrants, for Monday, November 7, 2016. Commissioner Wesen seconded the motion.

The vote passed unanimously.

a) COMMISSIONERS:

1. Record of the Proceedings for Monday, October 31, 2016. **(Approved)**
2. Resolution reappointing the following members to the Skagit County Board of Equalization: John Burke - District 1; John Rantschler - District 2; William Blunt - District 3; and Anthony Young - Alternate. The members new terms shall become effective on January 1, 2017, and expire on December 31, 2019. **(Resolution No. R20160279)**

b) BUDGET AND FINANCE:

3. Interlocal Cooperative Agreement with the City of Anacortes 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 \$15,125. **(Contract No. C20160455)**

c) DISTRICT COURT PROBATION:

4. Interlocal Cooperative Agreement with the City of Mount Vernon regarding the provision of adult probation services. The Agreement shall commence on January 1, 2017, and continue through December 31, 2019. The City shall compensate the County \$50 a month for each defendant placed on active probation supervision, not to exceed a maximum of \$1,200 per defendant/case. In cases involving pre-sentence supervision, supervision of mandatory community service of determination of restitution, the maximum per defendant/case shall be \$150. **(Contract No. C20160456)**
5. Interlocal Cooperative Agreement with the City of Burlington regarding the provision of adult probation services. The Agreement shall commence on January 1, 2017, and continue through December 31, 2019. The City shall compensate the County \$50 a month for each defendant placed on active probation supervision, not to exceed a maximum of \$1,200 per defendant/case. In cases involving pre-sentence supervision, supervision of mandatory community service of determination of restitution, the maximum per defendant/case shall be \$150. **(Contract No. C20160457)**

d) FACILITIES MANAGEMENT:

6. Vendor Services Agreement with Alpine Fire and Safety Systems, Inc. to perform maintenance inspections, hydrostatic tests, and extinguisher recharging in accordance with the Washington Administrative Code (WAC) 296-800-300 and Occupation Safety and Health Standards Association (OSHA) on approximately 296 extinguishers located in 22 Skagit County facilities. Additionally, Alpine Fire and Safety Systems, Inc. will provide an annual inventory list including extinguisher locations, specifications, and dates of future maintenance requirements. The Agreement shall commence on the date of execution and continue for no more than two years from the date of execution. Compensation for the two-year period shall not exceed \$8,000 and is based on a fee schedule. **(Contract No. C20160458)**

e) INFORMATION SERVICES:

7. Personal Services Agreement with Handel Information Technologies, Inc. to provide report, configuration, interface and SQL table changes and other functions as needed to

assist Skagit County in the management and operation of the RiteTrack Case Management system. The Agreement shall commence on the date of execution and continue until December 31, 2017. Compensation shall not exceed \$12,000 and is based on a fee schedule. **(Contract No. C20160459)**

f) OFFICE OF JUVENILE COURT:

8. Personal Services Agreement with David V. McNeill, McNeill Polygraph Investigations, to perform polygraph examinations upon request of the Skagit County Office of Juvenile Court. The Agreement shall commence on January 1, 2017, and continue until December 31, 2018. Compensation per calendar year shall not exceed \$5,000 and is based on a fee schedule. **(Contract No. C20160460)**

g) PUBLIC WORKS:

9. Resolution calling for a public hearing to consider testimony to rescind Resolution No. 18089, Allowing Placement of a Community Identification Sign located within a portion of County right-of-way for Bayhill Drive (County Road #30060). The public hearing is scheduled to take place on Tuesday, November 22, 2016, at 9:00 a.m. or as soon thereafter as possible in the Skagit County Commissioners' Hearing Room. **(Resolution No. R20160280)**
10. Right of Entry Permit for Parcel No. P35367 granted to Skagit County by the State of Washington, the Department of Fish and Wildlife in conjunction with the Josh Wilson Road Phase 1 Project #ES33000-9. This project is in the preliminary stages of roadway improvements on Josh Wilson Road, and a Right-of-Entry is required from each property owner to allow Skagit County to survey and obtain accurate topographical data. **(Contract No. C20160461)**
11. Amendment No. 1 to Professional Services Agreement No. C20150505 with the Skagit Watershed Council to provide funding to help to prioritize future fish barrier correction projects, including but not limited to: habitat surveys to quantify potential habitat gains on selected known County owned fish barriers. This undertaking is being done in partnership with Skagit River System Cooperation and Skagit Fisheries Enhancement Group and will facilitate the County's efforts to acquire funding to correct the barriers that have the highest habitat gains. This Amendment extends the term of the Agreement from November 15, 2016, to June 30, 2017. All other terms and conditions of the original Agreement shall remain in effect. Compensation to Skagit County remains at an amount not to exceed \$10,000 and is based on fee for services rendered and costs incurred. **(Amendment No. A20160146)**

h) SHERIFF:

12. Amendment No. 2 to Organized Crime Drug Enforcement Task Forces (OCDETF) Investigation/Strategic Initiative Number PA-WAW-0308, Skagit County Contract No. C20160316, for the purpose of receiving reimbursement for costs incurred by the Skagit County Sheriff's Office in providing resources to joint operations/task forces. This Amendment de-obligates funds in the amount of \$2,500 from OCDETF since Skagit County did not experience any expenses prior to the close of the investigation. The Agreement terminated on September 30, 2016. **(Amendment No. A20160147)**

VI. RATIFICATION AGENDA (items 13 through 16):

i) FACILITIES MANAGEMENT:

13. Resolution authorizing the ratification of a Vendor Services Agreement with Esary Roofing and Siding to repair the leaking roof of the Skagit County Commissioners' Administration building, located 1800 Continental Place in Mount Vernon. The repair includes cleaning the TPO membrane around the two drain area and installation of a TPO patch that covers the drain area and over split/cracks in the area above the Planning and Development Services' customer service window. There was not sufficient time to execute an Agreement before expenses needed to be incurred. **(Resolution No. R20160281)**
- 14.

Vendor Services Agreement with Esary Roofing and Siding to repair the leaking roof of the Skagit County Commissioners' Administration building located 1800 Continental Place in Mount Vernon. The repair includes cleaning the TPO membrane around the two drain area and installation of a TPO patch that covers the drain area and over split/cracks in the area above the Planning and Development Services' customer service window. The Agreement commenced on September 20, 2016, and continues until November 20, 2016. Compensation shall not exceed \$313.61. **(Contract No. C20160462)**

j) PUBLIC WORKS:

15. Resolution authorizing the ratification of a Sub-Award Grant Agreement with Puget Sound Restoration Fund for services related to Skagit County Marine Resources Committee (MRC) Operations and projects including Pinto Abalone Monitoring and Restoration Task 5 under the Washington State Department of Ecology (DOE) Grant SEANWS-2016-SkCoPW-00003; Skagit County Contract No. C20160439, for the Northwest Straits Project. Negotiations between Skagit County, Puget Sound Partnership, Washington State Department of Ecology and the Northwest Straits Commission delayed the arrival of the grant contract documents. **(Resolution No. R20160282)**
16. Sub-Award Grant Agreement with Puget Sound Restoration Fund for services related to Skagit County Marine Resources Committee (MRC) Operations and projects including Pinto Abalone Monitoring and Restoration, Task 5 under the Washington State Department of Ecology (DOE) Grant SEANWS-2016-SkCoPW-00003; Skagit County Contract No. C20160439, for the Northwest Straits Project. The Agreement commenced on October 1, 2016, and continues through September 30, 2017. Compensation shall not exceed \$16,400. **(Contract No. C20160463)**

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 450860 through 451205 from Clearing Fund 696 in the total dollar amount of \$3,409,831.41 (Transmittal No. C-152-16); and
 - b) ACH Transfer Request Form and Certification to Trusteed Plans Service Corporation from Clearing Fund 696 in the total dollar amount of \$143,912.12 (Transmittal No. C-153-16).

VIII. ADJOURNMENT:

Chair Janicki adjourned the proceedings at 2:42 p.m.

**BOARD OF COMMISSIONERS
SKAGIT COUNTY, WASHINGTON**

Lisa Janicki, Chair

Ron Wesen, Commissioner

Kenneth A. Dahlstedt, Commissioner

ATTEST:

Clerk of the Board