

**RECORD OF THE PROCEEDINGS
SKAGIT COUNTY BOARD OF COMMISSIONERS
MONDAY, AUGUST 21, 2017**

The Skagit County Board of Commissioners met in regular session on Monday, August 21, 2017, with Chair Ron Wesen, and Commissioner Kenneth A. Dahlstedt present. Commissioner Lisa Janicki excused.

I. CALL TO ORDER:

Chair Wesen called the proceedings to order at 1:39 p.m.

II. PLEDGE OF ALLEGIANCE:

Chair Wesen led the gallery in the salute to the flag.

III. AGENDA:

- a) *8:30 a.m. - 9:30 a.m. Briefing - County Commissioners/County Administrator with Planning and Development Services, and Public Health Departments
- b) *9:45 a.m. - 10:15 a.m. Bi-Weekly Briefing - Commissioners/County Administrator with Public Works Department
- c) 1:30 p.m. - 2:30 p.m. Consent Agenda, Vouchers, Warrants and Miscellaneous Items
- d) 2:30 p.m. - 2:45 p.m. Planning and Development Services - Brandon Black, Senior Planner:

- 1. Discussion of the Final Plat of Frazier Heights #PL15-0465

Chair Wesen reconvened the proceedings at 2:31 p.m.

Assistant Director Ryan Walters was present to introduce the agenda item and spoke about the building permit process. Mr. Walters noted that as part of the 2017 annual code amendments, the Department would be proposing various code amendments that include some changes to the requirements for notifications to property owners affected by building permit applications.

Senior Planner Brandon Black provided a description of the project proposal that included the division of approximately 15.63 acres into thirty-two (32) single-family residential lots. The project is located at 12760 Avon Allen Road, Burlington, within a portion of Section 2, Township 34N, Range 3 E W.M., situated within Skagit County.

Mr. Black provided the chronological process for the project and noted that the Department recommended that the Board approve the Final Plat of Frazier Heights (#PL15-0465) and sign the Final Plat Mylar.

There was a discussion about public comments that had been received; the Cascade Natural Gas pipeline that adjoined the development and open space in the area.

Dale Dwyer of Eagle Drive in Burlington commented on the fact he lived 500 feet away from the development and was not aware that the development had been rezoned. He went on to address concerns about floodplain compliance, traffic safety, and the gravel sidewalks in the development.

- 2. Possible Action - Signature by Chair Wesen of the Final Plat Mylar of Frazier Heights

A motion was made by Commissioner Dahlstedt to approve the Final Plat of Frazier Heights #PL15-0465
Possible Action - Signature by Chair Wesen of the Final Plat Mylar of Frazier Heights
Chair Wesen seconded the motion.

The vote passed unanimously.

- 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 August 21, 2017.

IV. CONSENT AGENDA ITEMS FOR FURTHER DISCUSSION:

Facilities Management Coordinator Ken Hansen provided additional information about Consent Agenda item no. 5.

Assistant Surface Water Section Manager Jan Flagan provided additional information about Consent Agenda item no. 17.

V. CONSENT AGENDA FOR MONDAY, AUGUST 21, 2017 (items 1 through 22):

A motion was made by Commissioner Dahlstedt to approve Consent Agenda items 1 through 22, including all items requiring ratification, vouchers and warrants for Monday, August 21, 2017. Chair Wesen seconded the motion.

The vote passed unanimously.

a) COMMISSIONERS:

1. Record of the Proceedings for Monday, August 7, 2017. **(Approved)**
2. Record of the Proceedings for Tuesday, August 8, 2017. **(Approved)**
3. Record of the Proceedings for Thursday, August 10, 2017. **(Approved)**
4. Record of the Proceedings for Monday, August 14, 2017. **(Approved)**

b) FACILITIES MANAGEMENT:

5. Vendor Services Agreement with Precision Door Service to install a security storefront and door at the entrance of a County-owned building located 1700 Continental Place in Mount Vernon (aka Sagers Building). Compensation shall not exceed \$8,077 plus any applicable taxes. The Agreement is ratified to commence on August 4, 2017, and shall continue for four (4) months from the date of execution. **(Contract No. C20170406)**
6. Personal Services Agreement with Surety Pest Control to provide pest control services to the Concrete Community Center located at 45821 Railroad Street in Concrete and the Ted W. Anderson East County Resource Center located at 45770 Main Street in Concrete. Compensation shall not exceed \$2,000 which is based on an initial service charge of \$355 plus applicable taxes for 90 days of service. Fees for additional services will be mutually agreed upon by Skagit County Facilities Management prior to initiating those services. The Agreement is ratified to commence on August 11, 2017, and shall continue until August 10, 2019. **(Contract No. C20170407)**

c) INFORMATION SERVICES:

7. Amendment No. 4 to Vendor Services Agreement No. C20100068 with Technology Unlimited, Inc. to provide image payment processing equipment, software and training. This Amendment upgrades the Aquirt check scanning software to version 7 on a new Windows 10 workstation, which is located in the Treasurer's office. Compensation is increased by an additional \$5,000 for a new compensation amount not to exceed \$80,000. The term of the Agreement remains in effect until terminated. All other terms and conditions of the original Agreement shall remain in effect. **(Amendment No. A20170093)**

d) PUBLIC HEALTH:

8. Community Substance Abuse Block Grant (SABG) Contract with North Sound Behavioral Health Organization, LLC, Contract #NORTH SOUND BHO-SKAGIT CO-

SABG-17-19, for one full-time Chemical Dependency Professional to provide opiate outreach services in Skagit County to individuals who use opioid drugs intravenously. Compensation to Skagit County shall not exceed \$100,000 which is based on a fee schedule. The Agreement is ratified to commence on July 1, 2017, and shall continue until June 30, 2019. **(Contract No. C20170408)**

9. Personal Services Agreement with Washington Vocational Services to provide services related to the "Parent Coalition" to enable persons with developmental disabilities and their parents/guardians to become effective and involved in accessing community services in Skagit County and to help them attain a stronger voice for meaningful community living. Skagit County shall reimburse Washington Vocational Services an amount not to exceed \$15,000, which is funded by the Washington State Department of Social and Health Services, Division of Developmental Disabilities (DSHS-DDD) millage funds. The Agreement is ratified to commence on August 1, 2017, and shall continue until July 31, 2018. **(Contract No. C20170409)**
10. Interagency Agreement (IAA) with the State of Washington Department of Ecology, IAA No. C1800032, to provide Pollution Prevention Assistance Specialists who will provide technical assistance and education outreach to small businesses in an effort to prevent pollution of waters in the State as part of the Local Source Control Partnership program which is overseen by the Washington State Department of Ecology Hazardous Waste and Toxics Reduction Program. Compensation to Skagit County shall not exceed \$207,363 and is based on a fee schedule. The Agreement is ratified to commence on July 1, 2017, and shall continue until June 30, 2019. **(Contract No. C20170410)**
11. Amendment No. 1 to Funding Agreement No. C20170356, with Community Action of Skagit County to provide distribution services of low-income housing funds pursuant to Substitute House Bill 2163 and the Emergency Solutions Grant for family shelter operations and staffing. This Amendment revises page 1, item #1 "Purpose" to delete the phrase "Emergency Solutions Grant" and replace it with "Consolidated Homeless Grant"; replaces Page 6, Exhibit "A"; and increases the amount of compensation by \$38,249.70 for a new compensation amount not to exceed \$171,656. The term remains the same and shall continue until June 30, 2018. All other terms and conditions of the original Agreement shall remain in effect. **(Amendment No. A20170094)**
12. Amendment No. 1 to Funding Agreement No. C20170357 with Community Action of Skagit County to provide distribution services of low-income housing funds pursuant to Substitute House Bill 2163, the Emergency Solutions Grant, and the Consolidated Homeless Grant for rental assistance and case management. This Amendment revises page 1, item #1 "Purpose" to delete the phrase "Emergency Solutions Grant" and replaces it with "Consolidated Homeless Grant"; revises item #3, "Payment" to increase compensation by \$488,649.50 for a new compensation amount not to exceed \$703,689.50. The term remains the same and shall continue until June 30, 2018. All other terms and conditions of the original Agreement shall remain in effect. **(Amendment No. A20170095)**
13. Personal Services Agreement with Paul Schissler Associates, Inc. to provide technical assistance, research, and planning services related to affordable housing within Skagit County. Compensation shall not exceed \$12,000 and is based on a rate schedule. The Agreement is ratified to commence on August 1, 2017, and shall continue until August 1, 2018. **(Contract No. C20170411)**
14. Personal Services Agreement with Washington Vocational Services to provide services related to the "Dream Builder" program to contribute to the Skagit County Developmental Disabilities Advisory Board's goal to provide students and parents with tools for family-centered goal-setting, career exploration and self-advocacy skills. Skagit County shall reimburse Washington Vocational Services an amount not to exceed \$24,000, which is funded by the Washington State Department of Social and Health Services, Division of Developmental Disabilities (DSHS-DDD) millage funds. The Agreement is ratified to commence on August 1, 2017, and shall continue until July 31, 2018. **(Contract No. C20170412)**
15. Amendment No. 1 to Personal Services Agreement No. C20170052 with Phoenix Recovery Services to provide services to individuals enrolled in the substance use disorder programs. This Amendment adds Recovery Support Services to the scope of

work and increases compensation by \$80,000. The new compensation amount shall not exceed \$170,000. The term of the Agreement remains the same and shall continue until December 31, 2017. All other terms and conditions of the original Agreement shall remain in effect. **(Amendment No. A20170096)**

16. Amendment No. 2 to County Program Agreement No. C20150343 with the Washington State Department of Social & Health Services, Contract No. 1563-43216, to provide services for individuals with developmental disabilities. This Amendment increases compensation to Skagit County by \$5,327 due to serving more clients than initially anticipated. The new compensation amount shall not exceed \$3,302,453. All other terms and conditions of the original Agreement shall remain in effect. **(Amendment No. A20170097)**

e) PUBLIC WORKS:

17. Construction Contract Agreement with Pilchuck Excavating, LLC for the construction of the Trumpeter Creek Restoration Project #WA120327. The work includes, but is not limited to: excavation and grading of a new creek alignment; filling and grading the existing creek alignment; construction of a temporary access; temporary creek diversion; temporary and permanent erosion control measures; placement of habitat structures; salvage and storage of an existing railcar bridge; placement of small mounds; coordinated fish salvage operation; and daylighting a tight-lined swale. The time limit for the completion of the work is a total of thirty (30) working days. Compensation shall not exceed \$210,738.88. The Agreement shall commence on the date of execution and shall continue for one year. **(Contract No. C20170413)**
18. Vendor Services Agreement with Whirlwind Services, Inc. to provide maintenance of riparian restoration sites in Skagit County. Work will consist of, but may not be limited to mowing and treatment of all non-native vegetation, which may include weed-eating, spraying, or mowing project sites as outlined in the maintenance timeline. Compensation is based on a maintenance schedule and shall not exceed \$94,559.77 for the term of the Agreement. The Agreement shall commence on the date of execution and shall continue until December 31, 2019. **(Contract No. C20170414)**
19. Amendment No. 1 to Vendor Services Agreement No. C20160369 with Pacific Star Marine USA, Inc. for the Outdrive and Maintenance for the M/V Guemes in accordance with the bid documents outlined in Resolution No. R20160163. This Amendment extends the term of the Agreement from August 22, 2017, to August 21, 2018. The compensation amount remains the same at an amount not to exceed \$173,300. All other terms and conditions of the original Agreement shall remain in effect. **(Amendment No. A20170098)**
20. Amendment No. 2 to Personal Services Agreement No. C20170134 with Aspect Consulting, LLC to provide geotechnical engineering support related to the shoulder slide repair along Samish Island Road #30910, specifically with respect to design of the new storm drain catch basin, outfall, and diffuser section on the steep slope below the wall. This Amendment incorporates Exhibit "B-2" 2017 Aspect Consulting Job Classifications and Rate of Billing. Compensation remains at an amount not to exceed \$26,637. The term of the Agreement remains the same and shall continue until December 31, 2017. All other terms and conditions shall remain in effect. **(Amendment No. A20170099)**
21. Interlocal Cooperative Agreement with Public Utility District No. 1 of Skagit County to authorize the Equipment Division of Skagit County Public Works to perform specified maintenance on and provide supplies for vehicles owned by the District. The District shall reimburse the County for the actual costs incurred. In addition, the District shall also pay an additional administrative fee of 9% of the County's total actual costs and expenses for the County's services. The Agreement shall commence on the date of execution and continue until December 31, 2021. **(Contract No. C20170415)**

f) SHERIFF:

22. Amendment No. 1 to Master Services Agreement No. C20170196 with Securus Technologies, Inc. to install and provide telecommunications and maintenance services for an inmate phone and visitation system. This Amendment is needed due to a change

of service provider for the inmate telephone and trust account services for the Skagit County Community Justice Center located at 201 Suzanne Lane in Mount Vernon. Compensation to Skagit County will be based on inmate use and according to a rate schedule. The term of the Agreement remains in effect until July 31, 2024. All other terms and conditions of the original Agreement shall remain in effect. **(Amendment No. A20170100)**

Chair Wesen recessed the proceedings at 1:40 p.m.

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 \$11,839.05 (Transmittal No. C-111-17); and
 - b) ACH Transfer Request Form and Certification to Trusteed Plans Service Corporation from Clearing Fund 696 in the total dollar amount of \$255,126.31 (Transmittal No. C-112-17); and
 - c) Warrants numbered 466406 through 466723 from Clearing Fund 696 in the total dollar amount of \$2,980,707.64 (Transmittal No. C-113-17).

VII. ADJOURNMENT:

Chair Wesen adjourned the proceedings at 2:49 p.m.

**BOARD OF COMMISSIONERS
SKAGIT COUNTY, WASHINGTON**

Ron Wesen, Chair

Kenneth A. Dahlstedt, Commissioner

Lisa Janicki, Commissioner

ATTEST:

Clerk of the Board