

**RECORD OF THE PROCEEDINGS
SKAGIT COUNTY BOARD OF COMMISSIONERS
MONDAY, NOVEMBER 6, 2017**

The Skagit County Board of Commissioners met in regular session on Monday, November 6, 2017, with Chair Ron Wesen, Commissioner Kenneth A. Dahlstedt, and Commissioner Lisa Janicki present.

I. CALL TO ORDER:

Chair Wesen called the proceedings to order at 9:35 a.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, Public Health and Emergency Medical Services

- b) 9:30 a.m. - 10:00 a.m. United Way Campaign Wrap-Up and Raffle Drawing

Executive Director of United Way Debra Lancaster thanked the Commissioners for a successful United Way Campaign.

Communications Coordinator Bronlea Mishler provided information regarding the United Way Campaign and raffle, and Commissioner Janicki clarified that all raffle items had been donated by County employees.

Ms. Mishler and Mr. Philip Prud'homme of United Way drew the raffle for the various prizes. Ms. Mishler estimated that approximately 65 employees participated and that Skagit County raised more for United Way in 2017 than in 2016 through payroll deduction or a one-time donation by check or credit card.

The Commissioners thanked Skagit County employees for supporting those less fortunate and thanked Ms. Mishler and the Skagit County captains for holding a successful campaign.

Chair Wesen recessed the proceedings at 9:50 a.m.

- c) 10:00 a.m. - 10:30 a.m. Proclamation Recognizing November as Hospice Month

Chair Wesen reconvened the proceedings at 10:00 a.m.

Executive Director of Hospice of the Northwest Foundation Wendy Rohrbacher provided information to the Commissioners about some of the programs and therapies available through Hospice and showed a video that highlighted two of their programs.

Executive Director of Hospice of the Northwest Bob Laws talked about Hospice care and shared statistics regarding the number of patients served. He said that more information could be found at hospicenw.org

The Commissioners appreciated the work provided by Hospice and their volunteers. They shared stories of loved ones who had passed and Commissioner Dahlstedt read the proclamation regarding November as Hospice Month.

Chair Wesen recessed the proceedings at 10:23 a.m.

- d) 10:30 a.m. - 11:30 a.m. Public Works - Dan Berentson, Director:

Chair Wesen reconvened the proceedings at 10:30 a.m.

1. Update: Burlington Northern Overpass Project

Director Dan Berentson introduced Project Manager Jennifer Swanson. Ms. Swanson showed photographs of work being performed at the construction site. Discussion was held regarding sales and use tax for material from the county gravel pit, the construction schedule, and how the detour was impacting local residences and traffic.

2. Update: Ferry Vessel

Ferry Operations Division Manager Rachel Rowe requested feedback from the Commissioners regarding their thoughts about the public forum that had been held on Thursday, November 12, 2017 on Guemes Island regarding the ferry.

The Commissioners thought it was well attended with healthy dialog. The biggest concern was how the ferry would be paid for. Guemes Island residents were not enthusiastic about property tax or ferry fare increases.

For additional perspective, Commissioner Dahlstedt requested that Public Works compile information regarding projects and improvements completed over the last 15-20 years for the ferry and for infrastructure that supported the ferry. He asked that local, state, and federal funding sources and amounts be listed. He wanted to make sure that funding of the new ferry was fair. The ferry primarily benefited residents on Guemes Island. Funding should reflect that the general public and general funds should not over-contribute to funding.

Chair Wesen also wanted to make sure that funding was fair. He said that the amount contributed by ferry users and Guemes Island residents could not be so low that non-users should have to subsidize it, and funding could also not be so high that it was unaffordable for riders and residents.

Discussion was held about an online survey regarding ferry service, additional considerations to take regarding ferry service, work being performed by Glosten, and work to be performed by Public Financial Management.

Ms. Rowe and the Commissioners discussed the Resolution in place regarding the revenue target methodology. Ms. Rowe said that it was ten years old and needed to be updated. Discussion followed regarding the Resolution and whether to suspend it for two years or update it now, and then again once the new ferry was in operation. The Commissioners supported an increase to the fare in 2018.

Chair Wesen recessed the proceedings at 11:08 a.m.

e) 11:30 a.m. - 12:00 p.m. Public Health - Kayla Schott-Bresler, Public Health Analyst for Housing, Homeless Services, and Community Development:

Chair Wesen reconvened the proceedings at 11:30 a.m.

1. Public Hearing/Possible Action: To Consider Testimony Regarding the final report for a Planning Only Community Development Block Grant for a Housing Needs Assessment in partnership with Skagit Council of Governments (The programming period was July 2016 through September 2017.)

Public Health Analyst Kayla Schott-Bresler was provided an overview of the Skagit County Housing Action Plan and steps that were being taken to implement the plan which consisted of identifying areas to develop new affordable housing, identifying barriers preventing development of affordable housing, and investigating infrastructure improvement possibilities, development incentives, and funding opportunities. The plan was made possible by a \$24,000 grant from the Washington State Department of Commerce and Skagit County contracted with Skagit Council of Governments to complete the plan.

Ms. Schott-Bresler reviewed the steps taken by Skagit County to meet the recommendations suggested for execution of the plan.

Information regarding the Action Plan can be found at this link:

<ftp://ftp.skagitcounty.net/countycommissioners/documents/agendapackets/11062017/>

Discussion followed regarding the number of affordable housing units needed to meet the needs of Skagit County (over 2,500).

Chair Wesen opened the public hearing at 11:58 a.m. Seeing no one present to provide testimony, Commissioner Dahlstedt made a motion to close the public hearing. The motion was seconded by Commissioner Janicki. The vote passed unanimously.

A motion was made by Commissioner Dahlstedt to approve that the Chair sign the Community Development Block Grant Contract Closeout Report. Commissioner Janicki seconded the motion.

The vote passed unanimously.

The Contract Closeout Report signed by Chair Wesen can be found at this link:
<ftp://ftp.skagitcounty.net/countycommissioners/documents/agendapackets/11062017/>

Chair Wesen recessed the proceedings at 12:00 p.m.

- f) 1:30 p.m. - 2:30 p.m. Consent Agenda, Vouchers, Warrants and Miscellaneous Items
- g) *2:30 p.m. - 4:30 p.m. Executive Session (None Scheduled as of the Date of this Notice)

No executive sessions were scheduled for the week of November 6, 2017.

IV. CONSENT AGENDA FOR MONDAY, NOVEMBER 6, 2017 (items 1 through 14):

Chair Wesen reconvened the proceedings at 1:30 p.m.

A motion was made by Commissioner Dahlstedt to approve Consent Agenda items 1 through 14, including all items requiring ratification, vouchers and warrants for Monday, November 6, 2017. Commissioner Janicki seconded the motion.

The vote passed unanimously.

a) COMMISSIONERS:

- 1. Record of the Proceedings for Tuesday, September 12, 2017. **(Approved)**
- 2. Record of the Proceedings for Monday, October 30, 2017. **(Approved)**
- 3. Resolution to reappoint City of Burlington Administrator Bryan Harrison to represent the Burlington Fire Chief to serve on the Board of Directors of the Central Valley Ambulance Authority. Mr. Harrison's current term will expire December 31, 2017. His new term will end December 31, 2020. **(Resolution No. R20170213)**

b) BUDGET AND FINANCE:

- 4. Resolution to call for a combined public hearing to consider testimony regarding Property Tax Levies and the Skagit County Budget for 2018. The public hearing is scheduled to take place on Monday, November 20, 2017, at 1:30 p.m. or as soon thereafter as possible in the Skagit County Commissioners' Hearing Room. **(Resolution No. R20170214)**
- 5. Resolution to call for a public hearing to consider testimony regarding the Central Valley Ambulance Authority's Budget for 2018. The public hearing is scheduled to take place on Monday, November 20, 2017, at 2:30 p.m., or as soon thereafter as possible in the Skagit County Commissioners' Hearing Room. **(Resolution No. R20170215)**

c) EMERGENCY MEDICAL SERVICES:

- 6. Amendment No. 4 to Personal Services Agreement No. C20140525 with Matthew Russell, M.D., to provide Emergency Medical Services (EMS) Medical Program Director (MPD) services. The purpose of this Amendment is to provide reimbursement for annual Professional Liability Insurance and the purchase of two software programs in the

amount of \$5,690. Total compensation shall not exceed \$283,584.43 for the four year term of the Agreement. All other terms and conditions of the original Agreement and subsequent Amendments shall remain in effect. **(Amendment No. A20170133)**

d) FACILITIES MANAGEMENT:

7. Vendor Services Agreement with ATS Automation, Inc. to provide and install Alerton HVAC controls and monitoring equipment at the Skagit County Data Center. Compensation shall not exceed \$37,167 plus applicable taxes. The Agreement shall commence on the day of execution and continue for six months. **(Contract No. C20170499)**

e) OFFICE OF JUVENILE COURT:

8. Personal Services Agreement with Paul Douhan to provide specialized child, adolescent, adult and/or family assessment, evaluation and training for juveniles and/or their families. Compensation shall not exceed \$50,000 and is based on an hourly rate schedule. The Agreement shall commence on January 1, 2018, and continue until December 31, 2019. **(Contract No. C20170500)**

f) PROSECUTING ATTORNEY:

9. Quit Claim Deed and Real Estate Excise Tax Affidavit for Parcel Number P105213 granted by Skagit County to Kim E. Nelson for the sole purpose of correcting inaccuracies in title to former public right-of-way to facilitate the issuance of title issuance. No monetary consideration is being paid. **(Contract No. C20170501)**
10. Quit Claim Deed and Real Estate Excise Tax Affidavit for Parcel Number P71124 granted by Skagit County to Jeffrey M. Francis and Tami Francis for the sole purpose of correcting inaccuracies in title to former public right-of-way to facilitate the issuance of title issuance. No monetary consideration is being paid. **(Contract No. C20170502)**

g) PUBLIC WORKS:

11. Water Quality Stormwater Capacity 1719 Grant Agreement WQSWCAP-1719-SkCoPW-00062 with Washington State Department of Ecology to award funds to Skagit County to continue implementing and managing the county's permit under the National Pollutant Discharge Elimination System Phase I and Phase II. The effective date of the Agreement is July 1, 2017 and it continues until March 31, 2019. Compensation to Skagit County shall not exceed \$50,000. **(Contract No. C20170503)**
12. Vendor Services Agreement with Industrial Power Supply, Inc. dba Skagit Hydraulics to provide maintenance and repairs to hydraulic cylinders, pumps, motors and valves and machine work for county owned vehicles and equipment. Compensation shall not exceed \$23,500 and is based on an hourly rate schedule. The Agreement shall commence on the date of execution and continue for one year. **(Contract No. C20170504)**
13. Warranty Deed from Grantors Clifford Ray Wickert and Connie L. Wickert, as Trustees of the Wickert Family Trust, for and in consideration of the sum of ten dollars and other valuable consideration, hereby conveys and warrants to Grantee Skagit County a portion of Tract 25 Burlington Acreage, Parcel No. P62435 for the Lafayette Road Improvement Project No. ES61400-1. **(Contract No. C20170505)**
14. Amendment No. 1 to Vendor Services Agreement No. C20150652 with Reisner Distributor, Inc. for mobile marine refueling services for the vehicle and passenger ferry, M/V Guemes. This Amendment increases compensation by \$140,000 and extends the term an additional year. Total compensation shall not exceed \$365,000 and the contract shall continue through December 14, 2018. All other terms and conditions of the original Agreement shall remain in effect. **(Amendment No. A20170134)**

V. 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 Delta Dental from Clearing Fund 696 in the total dollar amount of \$52,709.84 (Transmittal No. C-148-17); and
- b) ACH Transfer Request Form and Certification to Delta Dental from Clearing Fund 696 in the total dollar amount of \$6,847.95 (Transmittal No. C-149-17); and
- c) Warrants numbered 470286 through 470752 from Clearing Fund 696 in the total dollar amount of \$1,535,337.08 (Transmittal No. C-150-17).

VI. MISCELLANEOUS AGENDA (1 item):

County Engineer Paul Randall-Grutter presented the miscellaneous item to the Commissioners.

A motion was made by Commissioner Janicki to approve the Resolution calling for public hearing for the Six-Year TIP. Commissioner Dahlstedt seconded the motion.

The vote passed unanimously.

a) PUBLIC WORKS:

1. Resolution calling for a public hearing regarding the 2018 – 2023 Six-Year Transportation Improvement Program (TIP). The public hearing is scheduled to take place on Monday, November 20, 2017, at 3:00 p.m. or as soon thereafter as possible in the Commissioners Hearing Room. **(Resolution No. R20170216)**

VII. ADJOURNMENT:

Chair Wesen adjourned the proceedings at 1:33 p.m.

**BOARD OF COMMISSIONERS
SKAGIT COUNTY, WASHINGTON**

Ron Wesen, Chair

Kenneth A. Dahlstedt , Commissioner

Lisa Janicki, Commissioner

ATTEST:

Clerk of the Board