

**RECORD OF THE PROCEEDINGS
SKAGIT COUNTY BOARD OF COMMISSIONERS
MONDAY, NOVEMBER 13, 2017**

The Skagit County Board of Commissioners met in regular session on Monday, November 13, 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 1:30 p.m.

II. PLEDGE OF ALLEGIANCE:

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

III. AGENDA:

- a) 11:00 a.m. - 11:30 a.m. Proclamation Recognizing November 17, 2017, as National Adoption Day in Skagit County
- b) 1:30 p.m. - 2:30 p.m. Consent Agenda, Vouchers, Warrants and Miscellaneous Items
- c) *2:30 p.m. - 4:30 p.m. Executive Session (None Scheduled as of the Date of this Notice)

There were no executive sessions scheduled for the week of November 13, 2017.

IV. CONSENT AGENDA ITEMS FOR DISCUSSION:

The Commissioners discussed Consent Agenda item no. 10.

Chair Wesen announced that Consent Agenda item no. 12 was pulled.

IV. CONSENT AGENDA FOR MONDAY, NOVEMBER 13, 2017 (items 1 through 22):

A motion was made by Commissioner Dahlstedt to approve Consent Agenda items 1 through 11 and items 13 through 22 including all items requiring ratification, vouchers and warrants for Monday, November 13, 2017. Commissioner Janicki seconded the motion.

The vote passed unanimously.

a) COMMISSIONERS:

- 1. Record of the Proceedings for Friday, November 3, 2017. **(Approved)**
- 2. Record of the Proceedings for Monday, November 6, 2017. **(Approved)**
- 3. Record of the Proceedings for Thursday, November 9, 2017. **(Approved)**
- 4. Resolution to appoint Claudia Avendano-Ibarra to serve on the Housing Authority of Skagit County due to the expiration of Lonnie Clark's position. Ms. Avendano-Ibarra shall serve a five-year term effective on the date of the executed resolution. **(Resolution No. R20170217)**

b) EMERGENCY MEDICAL SERVICES:

- 5. Client Agreement with TargetSolutions Learning, LLC to provide online training platform licenses for customized website, administration tools, and applications for 380 Emergency Medical Services responders. Total annual compensation shall not exceed \$19,395 which includes an annual maintenance fee of \$395. The Agreement shall

commence on November 30, 2017, and shall continue until November 29, 2020.
(Contract No. C20170507)

c) FACILITIES MANAGEMENT:

6. Vendor Services Agreement with Blue Marine, LLC to remove floor paint and wall adhesive prior to polishing the concrete floors and repainting walls in the stairwell of the Administration Building, located at 700 South 2nd Street in Mount Vernon. Compensation is based on a fee schedule and shall not exceed \$14,987, plus any applicable taxes. The Agreement shall commence on the date of execution and continue for six months from the date of execution. **(Contract No. C20170508)**

d) INFORMATION SERVICES:

7. Resolution authorizing the transfer of surplus computer equipment to the Burlington Edison School District. **(Resolution No. R20170218)**
8. Personal Services Agreement with All Phase Comm LLC to provide ongoing support and services for the ShoreTel telephone system. Compensation is based on a rate schedule and shall not exceed \$10,000. The Agreement shall commence on the date of execution and continue until December 31, 2018. **(Contract No. C20170509)**
9. Personal Services Agreement with Handel Information Technologies, Inc., to report modifications, configuration and SQL table changes and other functions that are included in normal maintenance, as needed to assist Skagit County in the management and operation of the RiteTrack Case Management system for the Office of Juvenile Courts. Compensation is based on a rate schedule and shall not exceed \$10,000. The Agreement shall commence on the date of execution and continue until December 31, 2018. **(Contract No. C20170510)**

e) PARKS, RECREATION AND FAIR:

10. Interlocal Cooperative Agreement with Skagit Valley College for Phase I of the greater Skagit Playfields Improvement Plan focusing on the Wally Sigmar Soccer Field Improvements Project which includes the following components: a) re-grade the existing natural turf into a synthetic turf playing surface; b) installation of LED field lighting; c) the addition of a prefabricated restroom facility and exterior drinking fountain; and d) a new fencing around the entire field. The County shall pay Skagit Valley College a total amount not to exceed \$150,000 for a portion of the Wally Sigmar Soccer Field project costs in exchange for 2,080 hours of third priority use of the soccer field by the County. The Agreement shall commence on the date of mutual execution and will expire on December 31, 2028. **(Contract No. C20170511)**
11. Personal Services Agreement with Coffman Engineers, Inc., to provide the designing, reviewing, validating and/or other engineering project support for the septic system and other utilities at Skagit County Veterans Community Park at Northern State Recreation Area, located at Helmick Road in Sedro-Woolley. Compensation is based on a fee schedule and shall not exceed \$10,000 including all applicable taxes. The Agreement shall commence on the date of execution and continue until December 31, 2018. **(Contract No. C20170512)**

f) PLANNING AND DEVELOPMENT SERVICES:

12. Personal Services Agreement with Kirk Johnson to provide on-call writing and research services for long-range land use planning projects which will include but not limited to short plat and plat extensions; research related to the floodplain management, fee schedule, sign code updates; latecomers agreements and Guemes Island SEPA. Each item of work under this Agreement will be provided by written task assignment. Compensation shall not exceed \$40,000 and is based on a rate schedule. The Agreement shall commence on the date of execution and shall continue until December 31, 2018. **(This item was pulled from the Consent Agenda for further consideration.)**

g) PROSECUTING ATTORNEY:

13. Personal Services Agreement with Brian W. Judd, Ph.D., P.C., to provide expert witness

evaluation, records review, and testimony in the area of forensic psychiatry for the prosecution in the matter of the State of Washington v. Lane Maurice Davis, Skagit County Superior Court Cause No. 17-1-00739-0. Compensation shall not exceed \$15,000 and is based on a fee schedule. The Agreement is ratified to commenced on November 1, 2017, and continue until December 31, 2018. **(Contract No. C20170513)**

h) PUBLIC HEALTH:

14. Interlocal Cooperative Agreement with Whatcom County to implement youth marijuana prevention activities as outlined in the Skagit County Work Plan. Whatcom County will lead and facilitate a regional strategic planning process, create a 5-year Strategic Plan for the North Sound Region Youth Marijuana Prevention and Education Program (YMPEP), and lead implementation of the developed plan. Skagit County will be reimbursed for costs associated with meeting the requirements established in the "Responsibilities" section in an amount not to exceed \$20,550. The source of funding for this Agreement is the Youth Marijuana Prevention Education Program contract from the Washington State Department of Health. The Agreement is ratified to commence on July 1, 2017, and continue until March 31, 2018, and may be extended by mutual written consent of the parties. **(Contract No. C20170514)**
15. Personal Services Agreement with Phoenix Recovery Services to provide a mobile-based Needle Exchange Program (NEP) with services in Skagit County, including Anacortes, Burlington, Concrete area, Mount Vernon and Sedro-Woolley. Compensation shall not exceed \$170,000 and is funded through the 1/10th of 1% chemical dependency or mental health treatment sales tax. The Agreement shall commence on January 1, 2018, and continues until December 31, 2018. **(Contract No. C20170515)**
16. Personal Services Agreement with Community Action of Skagit County to provide management, staffing and operations of multiple programs including: Dental Access; Adult Education; Resources Center; Community Engagement; Senior and Disabled Services; Legal Aid; Food Access; East County Services; Housing; Veteran's Assistance Program; and Veterans Case Management Program. Compensation shall not exceed \$415,085 and is based on a reimbursement schedule. The Agreement shall commence on January 1, 2018, and continues until December 31, 2018. **(Contract No. C20170516)**

i) PUBLIC WORKS:

17. Resolution to call for a public hearing to consider testimony regarding the 2017 Comprehensive Solid Waste Management Plan. The public hearing is scheduled to take place on Tuesday, November 28, 2017, at 10:30 a.m., or as soon thereafter as possible in the Skagit County Commissioners Hearing Room. **(Resolution No. R20170219)**
18. Interlocal Cooperative Agreement with Sedro-Woolley School District #101 to authorize each party to provide mutual assistance on minor projects and services. Such project work and/or services shall be limited and infrequent in nature and may include, the use of equipment owned by the parties; small chip sealing, striping, road maintenance and repair matters; culvert clearing; mowing, spraying and vegetation management; and plowing, salting, and sanding. The parties will reimburse each other for the actual costs incurred for work performed, materials and equipment rentals. In addition, they will pay an additional administrative fee of 9% of total actual costs and expenses for the services. The Agreement shall commence on date of execution and continue until December 31, 2022. **(Contract No. C20170517)**
19. Construction Contract Agreement with Wetlands Creation, Inc. to work, furnish all tools, materials, equipment, and transportation required for the construction of the Cascade River, Road Slide Repair Project #ES97950-10. Compensation is based on rate schedule and shall not exceed \$72,981. The contract was awarded by Resolution No. R20170205 on October 9, 2017. The Agreement shall commence on the date of execution and shall continue until the project acceptance date. **(Contract No. C20170518)**

j) SHERIFF:

20. Subscriber Agreement with Public Safety Testing, Inc. to provide pre-employment testing services for the Sherriff's Office Deputies. Compensation is based on a rate schedule and shall not exceed \$13,984 for the entire term of the Agreement. The

Agreement shall commence on January 1, 2018, and continues until December 31, 2020.
(Contract No. C20170519)

k) SUPERIOR COURT:

21. Personal Services Agreement with Pacific Northwest Guardian Ad Litem to provide services for children who are the subject of an action under the Revised Code of Washington, Title 13. Compensation shall not exceed \$156,480, which is based on an average caseload of 163 active cases per month. The Agreement shall commence on January 1, 2018, and continue until December 31, 2018. **(Contract No. C20170520)**
22. Interagency Agreement IAA18684 with the Washington State Administrative Office of the Courts (AOC) to provide reimbursement funds for court interpreter services expenses for the Skagit County Superior Court. Reimbursement to Skagit County shall not exceed \$9,296. The Agreement is ratified to commence on July 1, 2017, and continue until June 30, 2018. **(Contract No. C20170521)**

V. MISCELLANEOUS AGENDA (item 1):

Central Services Administrative Coordinator Kristen Stubben provided additional information about Miscellaneous Agenda item no. 1.

A motion was made by Commissioner Janicki to approve Miscellaneous Agenda item no. 1. Commissioner Dahlstedt seconded the motion.

The vote passed unanimously.

a) INFORMATION SERVICES:

1. Contract with CDW-G to provide Microsoft Volume Licensing (EA Agreement) per Department of Enterprise Services contract with Microsoft. Compensation shall not exceed \$300,000 per year for the core contract. The Agreement shall commence on the date of execution and continue until August 31, 2020. **(Contract No. C20170522)**

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 \$161,389.46 (Transmittal No. C-151-17); and
 - b) Warrants numbered 470753 through 471074 from Clearing Fund 696 in the total dollar amount of \$9,054,613.72 (Transmittal No. C-152-17); and
 - c) Payroll warrants numbered 391334 through 392075 in the total dollar amount of \$1,321,123.04 (Transmittal No. P-41-17); and
 - d) Junior District Payroll warrants numbered 817429 through 817562 in the total dollar amount of \$255,320.73 (Transmittal No. P-42-17).

VI. ADJOURNMENT:

Chair Wesen adjourned the proceedings at 1:37 p.m.

**BOARD OF COMMISSIONERS
SKAGIT COUNTY, WASHINGTON**

Ron Wesen, Chair

Kenneth A. Dahlstedt , Commissioner

Lisa Janicki, Commissioner

ATTEST:

Clerk of the Board