

**RECORD OF THE PROCEEDINGS  
SKAGIT COUNTY BOARD OF COMMISSIONERS  
MONDAY, NOVEMBER 20, 2017**

The Skagit County Board of Commissioners met in regular session on Monday, November 20, 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 10:00 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 and Public Health
- b) 10:00 a.m. - 10:30 a.m. Consent Agenda, Vouchers, Warrants and Miscellaneous Items
- c) 10:30 a.m. - 11:30 a.m. Proclamation Recognizing November and December as Shop Local Campaign

Mount Vernon Chamber of Commerce President, CEO Andy Mayer provided information about the Shop Local & Win punch card.

La Conner Chamber of Commerce Heather Carter provided information about the American Express Shop Small Business Saturday national campaign and various events taking place in La Conner.

Commissioner Dahlstedt discussed the critical public services provided by sales taxes.

Chair Wesen encouraged everyone to shop local.

Commissioner Janicki spoke about the importance of family-owned businesses and read the proclamation recognizing November and December as Shop Local Campaign months in Skagit County.

Chair Wesen recessed the proceedings at 10:42 a.m.

- d) 1:30 p.m. - 2:30 p.m. Budget and Finance- Trisha Logue, Director:

Chair Wesen reconvened the proceedings at 1:31 p.m.

Budget and Finance Director Trisha Logue provided a PowerPoint presentation outlining the 2018 budget process and provided information about the 50 unique funds in the Skagit County Budget. She noted that Skagit County provided services for residents in unincorporated Skagit County as well as incorporated Skagit County. She pointed out that seven (7) new positions had been included in the 2018 budget.

Ms. Logue said that the budget and levy adoption was scheduled to be considered for adoption by the Board of County Commissioners on Monday, December 4, 2017, at 10:00 a.m.

Ms. Logue addressed the Total Cost of Compensation Study that was performed by Compensation Works and noted that the study found that approximately 128 positions were under compensated and that 28 positions were over compensated. She said that the Board of County Commissioners had recommended increases for undercompensated positions and that compensation for the 28 positions that were overcompensated would be either frozen or reduced.

Link to PowerPoint Presentation:

<ftp://ftp.skagitcounty.net/countycommissioners/documents/agendapackets/11202017/>

1. Public Hearing to Consider Testimony Regarding Property Tax Levies and the Skagit County Budget for 2018

Chair Wesen opened the public hearing at 1:49 p.m.

Richard Boyer of Mount Vernon commented on property taxes he suggested that a uniform, single level property tax rate would be more equitable.

Seeing no further public testimony forthcoming, Commissioner Dahlstedt made a motion to close the public hearing at 1:52 p.m. Commissioner Janicki seconded the motion which passed unanimously.

Chair Wesen recessed the processed at 1:53 p.m.

- e) 2:30 p.m. - 3:00 p.m. Budget and Finance- Trisha Logue, Director:

Chair Wesen reconvened the proceedings at 2:30 p.m.

Budget and Finance Director Trisha Logue noted that Central Valley Ambulance Authority (CVAA) was a component unit of government and was funded in part by allocations from the Emergency Medical Services levy.

She said that the Central Valley Ambulance Authority budget would be considered for adoption on December 4, 2017, at 10:00 a.m.

Link to PowerPoint Presentation:

<ftp://ftp.skagitcounty.net/countycommissioners/documents/agendapackets/11202017/>

1. Public Hearing to Consider Testimony Regarding the Central Valley Ambulance Authority's Budget for 2018

Chair of the Central Valley Ambulance Authority Board Bryan Harrison acknowledged and thanked staff for bringing forward the budget proposal. He said that the proposed budget provided operational stability for the organization through 2018, and included an administrative reorganization. The proposed budget retained the Medical Services Officers (MSO) Program, the Basic Life Support (BLS) transport with the City of Sedro-Woolley and a 2% increase in levy support and encouraged the Commissioners to consider the purchase of a second ambulance in 2018. Mr. Harrison commented on whether CVAA was eligible for Ground Emergency Medical Transportation (GEMT) reimbursement.

Representative of the International Association of Firefighters and Paramedic Reece Williams voiced concerns about the changes made to CVAA's budget requests.

Seeing no further public testimony forthcoming, Commissioner Dahlstedt made a motion to close the public hearing at 2:42 p.m. Commissioner Janicki seconded the motion which passed unanimously.

Link to PowerPoint Presentation:

<ftp://ftp.skagitcounty.net/countycommissioners/documents/agendapackets/11202017/>

Chair Wesen recessed the proceedings at 2:43 p.m.

- f) 3:00 p.m. - 3:30 p.m. Public Works and Planning and Development Services:

Chair Wesen reconvened the proceedings at 3:00 p.m.

Transportation/Programs Section Manager Forrest Jones provided a PowerPoint presentation and an overview of the Six-Year Transportation Improvement Program (TIP). He noted that the TIP included proposed road, bridge, and other transportation facilities construction projects. He noted that there were a total of 40 proposed projects being considered for

adoption for 2018-2023; there were 3 new projects, 37 projects were being carried over from last year's TIP and 4 projects were being removed.

Mr. Jones said that a final resolution would be brought forward for the Board of County Commissioners consideration and possible adoption on Monday, December 4, 2017.

Link to PowerPoint Presentation:

<ftp://ftp.skagitcounty.net/countycommissioners/documents/agendapackets/11202017/>

1. Public Hearing to Consider Testimony Regarding the 2018 - 2023 Six-Year Transportation Improvement Program (TIP); and

Chair Wesen opened the public hearing at 3:15 p.m.

Seeing no public comment forthcoming, Commissioner Dahlstedt made a motion to close the public hearing at 3:15 p.m. Commissioner Janicki seconded the motion which passed unanimously.

2. Public Hearing to Consider Testimony Regarding 2018 - 2023 Capital Facilities Plan

Senior Planner Stacie Pratschner noted that the proposal updated the Capital Facilities Plan (CFP). She said that the purpose of capital facilities planning was to assure that a jurisdiction provided adequate public facilities, such as; streets, water systems, parks and recreation, and schools to serve existing and new development. Ms. Pratschner said that the Transportation Improvement Program (TIP) was incorporated by reference into the Capital Facilities Plan.

Ms. Pratschner said that a final resolution would be brought forward for the Board of County Commissioners consideration and possible adoption on Monday, December 4, 2017.

Seeing no public testimony forthcoming, Commissioner Dahlstedt made a motion to close the public hearing at 3:21 p.m. Commissioner Janicki seconded the motion which passed unanimously.

Assistant Director Ryan Walters mentioned that the County collected impact fees for the City of Mount but they did not have an interlocal in place, he recommended that the County stop collecting fees until an agreement was in place.

Link to PowerPoint Presentation and Staff Report:

<ftp://ftp.skagitcounty.net/countycommissioners/documents/agendapackets/11202017/>

- g) \*3:30 p.m. - 4:30 p.m. Regular Meeting - Executive Session (Litigation - RCW 42.30.110(1)(i))

IV. CONSENT AGENDA ITEMS FOR DISCUSSION:

Budget and Finance Director Trisha Logue provided additional information about Consent Agenda item no. 5.

EMS Director Jeff Sargent provided additional information about Consent Agenda item no. 8.

V. CONSENT AGENDA FOR MONDAY, NOVEMBER 20, 2017 (items 1 through 26):

A motion was made by Commissioner Dahlstedt to approve the Consent Agenda items 1 through 26 including all items requiring ratification, vouchers and warrants, for Monday, November 20, 2017. Commissioner Janicki seconded the motion.

The vote passed unanimously.

a) COMMISSIONERS:

1. Record of the Proceedings for Tuesday, September 19, 2017. **(Approved)**
2. Record of the Proceedings for Tuesday, October 3, 2017. **(Approved)**

3. Record of the Proceedings for Monday, November 13, 2017. **(Approved)**
- b) ASSIGNED COUNSEL:
  4. Personal Services Agreement with Alexander Ransom, Attorney at Law, to provide consultation and representation related to cases that are considered to be conflict of interest cases for the Skagit County Public Defender's office and have been determined to be within the scope of indigent defense. Case referrals will be from Superior Court, Juvenile Court, and District Court. Total compensation shall not exceed \$150,000 for the term of the Agreement and is based on a rate schedule. The Agreement shall commence on January 1, 2018, and continue until December 31, 2019. **(Contract No. C20170523)**
- c) BUDGET AND FINANCE:
  5. Amendment No. 1 to Interlocal Cooperative Agreement No. C20170315 with the Port of Skagit which awards \$300,000 of Economic Development/Public Facilities Projects grant funds to support the Peak Sherpa Project. This Amendment extends the term from March 31, 2018, to March 31, 2019. All other terms and conditions of the original Agreement shall remain in effect. **(Amendment No. A20170135)**
- d) DEPARTMENT OF EMERGENCY MANAGEMENT:
  6. Grant Agreement with the Washington State Military Department and the U.S. Department of Homeland Security Grant Agreement No. E18-115 for emergency management performance and prevention activities. The funding will be used to provide training for jurisdictions throughout Skagit County in the following program areas: 1) conduct exercises and drills with Emergency Coordination Center (ECC) staff and provide training to volunteers regarding the Community Emergency Response Team (CERT); 2) update Comprehensive Emergency Management Plan; 3) update duty officer manual, and create network SharePoint page; 4) public education and outreach; and 5) communications and warnings. Compensation to Skagit County shall not exceed \$69,430. The Grant Agreement start date was June 1, 2017, and shall terminate on August 31, 2018. **(Contract No. C20170524)**
- e) EMERGENCY MEDICAL SERVICES:
  7. Amendment No. 5 to Personal Services Agreement No. C20140528 with Dr. Justin Curran to backup and work under the direction of the Skagit Emergency Medical Program Director to provide medical control and direction to all persons that are involved in patient care and transport in the pre-hospital emergency care system within Skagit County. This Amendment updates Exhibit "B" to provide for one additional, one-time, payment in an amount not to exceed \$4,500 during the year 2017, to provide reimbursement for annual Professional Liability Insurance. Monthly compensation remains at an amount not to exceed \$2,000 for services performed. All other terms and conditions of the original Agreement and subsequent Amendments shall remain in effect. **(Amendment No. A20170136)**
  8. Resolution establishing the payment of debts for repairs to equipment on the Emergency Medical Services (EMS) Simulated Mannequin by Puget Sound Simulation due to missed payments and accruing interest on an invoice that was received by EMS on November 6, 2017, totaling \$5,600.07, in addition to any accrued interest. **(Resolution No. R20170220)**
- f) FACILITIES MANAGEMENT:
  9. Contract with the Department of Enterprise Service to provide Skagit County with eligibility to purchase from the Federal Surplus Personal property Program as authorized by Public Law 94-519. The Agreement shall commence on the date of execution and continue until October 5, 2020. **(Contract No. C20170525)**
- g) HUMAN RESOURCES:
  10. Personal Services Agreement with the Language Exchange, Inc., to provide translation

and sign language interpretation services for qualified applicant interviews. Compensation shall not exceed \$5,000 and is based on a rate schedule. The Agreement shall commence on the date of execution and continue until December 31, 2018. **(Contract No. C20170526)**

11. Personal Services Agreement with Lynch Associates to provide various required customer service trainings for Skagit County employees as requested by the Human Resources Department Director. Compensation is based on a rate of \$1,600 per workshop and shall not exceed \$5,000 for the entire term of the Agreement. The Agreement shall commence on the date of execution and continue until July 1, 2018. **(Contract No. C20170527)**

h) INFORMATION SERVICES:

12. Agreement with Frontier Communications of America, Inc. for the transfer of service of five (5) Direct Inward Dial (DID) lines from Skagit Valley College to Skagit County Government to support the Skagit Council of Governments (SCOG) phone service with the current phone lines. There is a one-time charge of \$48.50 per account. Compensation shall not exceed \$300. The Agreement shall commence on the date of execution and has no termination date. **(Contract No. C20170528)**
13. Personal Services Agreement with David Lowrance, Family History Videos, for production and support of the Skagit 21 television station. Compensation shall not exceed \$40,000 and is based on a fee schedule. The Agreement shall commence on the date of execution and continue until December 31, 2018. **(Contract No. C20170529)**
14. Personal Services Agreement with Prime West Systems to provide hardware and software support services for Skagit County Information Services. Compensation shall not exceed \$80,000 and is based on a fee schedule. The Agreement shall commence on the date of execution and continue until December 31, 2018. **(Contract No. C20170530)**

i) PUBLIC HEALTH:

15. Personal Services Agreement with Corporation for Supportive Housing (CSH) to provide technical assistance to support the planning of a new supportive housing project. CSH will provide technical assistance and support to the County and local partner agencies to increase the efficiency of the homeless response system, assess the level of need for dedicated resources for the chronically homeless population, and develop a sustainable stream of operating revenue for planned supportive housing. Compensation shall not exceed \$17,000 and is funded by the 1/10 of 1% chemical dependency or mental health treatment sales tax. The Agreement is ratified to commence on November 1, 2017, and continue until December 31, 2018. **(Contract No. C20170531)**
16. Amendment No. 15 to Consolidated Contract with the State of Washington Department of Health Contract No. C17124, Skagit County Contract No. C20140646, for the delivery of public health services as described in Exhibit "A", Statement of Work. This Amendment adds Statements of Work for the following programs: Foundational Public Health Services (FPHS) Communicable Disease & Support Capabilities; Maternal & Child Health Block Grant and amends Exhibit C-11 Schedule of Federal Awards. Compensation to Skagit County is increased by an additional \$29,591 for a new compensation amount not to exceed \$1,407,602. All other terms and conditions of the original Agreement and subsequent Amendments shall remain in effect including the termination date of December 31, 2017. **(Amendment No. A20170137)**
17. Personal Services Agreement with Sunrise Services to provide outpatient substance use disorder treatment services to Skagit County residents who do not have benefits such as Medicaid or other public benefits or health insurance. Compensation is based on a fee schedule and shall not exceed \$14,500 which is funded by the 1/10 of 1% chemical dependency or mental health treatment sales tax. The Agreement shall commence on January 1, 2018, and continue December 31, 2018. **(Contract No. C20170532)**
18. Personal Services Agreement with Sunrise Services to provide 1) clinically necessary behavioral health services including behavioral health counseling, crisis management, and care coordinator/case management; and 2) psychiatric prescription services and

medication management to inmates of the Skagit County Community Justice Center and juveniles detained in Skagit County Juvenile Detention. Compensation is based on a fee schedule and shall not exceed \$30,000 which funded by the 1/10 of 1% chemical dependency or mental health treatment sales tax. The Agreement shall commence on January 1, 2018, and continue until March 31, 2018. **(Contract No. C20170533)**

19. Personal Services Agreement with Compass Health to provide support services through the Skagit County Community Wellness program. Compensation is based on a fee schedule and shall not exceed \$5,000 which is funded by Millage funds. The Agreement shall commence on January 1, 2018, and continue until December 31, 2018. **(Contract No. C20170534)**
20. Amendment No. 1 to Personal Services Agreement No. C20170323 with Skagit Preschool and Resource Center, Inc. (SPARC) to provide early intervention services for eligible infants and toddlers with developmental delays and their families living in Skagit County. This Amendment revises Exhibit "C" to reflect an increase in funding due to an increase funding at the state level. Funding is increased from \$77,369 to \$78,916 which is based on fee schedule. The termination date remains as June 30, 2018. All other terms and conditions of the original Agreement shall remain in effect. **(Amendment No. A20170138)**
21. Interlocal Cooperative Agreement with Snohomish Health District to provide prevention services for tobacco and vapor devices to Skagit County residents. Compensation to Skagit County shall not exceed \$15,000 which is funded through the Washington State Department of Health. The Agreement is ratified to commence on August 1, 2017, and continue until June 30, 2018. **(Contract No. C20170535)**

j) PUBLIC WORKS:

22. Vendor Services Agreement with Garda Cash Logistics Northwest, Inc. to provide armored car service for the shipment of funds and other items of value from two (2) Skagit County locations 1) Guemes Island Ferry Terminal, located at 500 I Avenue, Anacortes; and 2) Skagit County Transfer Station, located at 14101 Ovenell Road, Mount Vernon. Compensation shall not exceed \$24,500 for the entire term of the Agreement and is based on a rate schedule. The Agreement shall commence on December 1, 2017, and continue for two years from the date of execution. **(Contract No. C20170536)**
23. Personal Services Agreement with the Skagit Watershed Council (SWC) to allow SWC to perform work and coordinate with 34 other member organizations to further salmon recovery in the Skagit Watershed to assist Skagit County as lead entity for salmon recovery grant funding pursuant to the Revised Code of Washington (RCW) 77.85. Skagit County shall reimburse SWC an amount not to exceed \$30,000 which is based on work performed or services rendered, labor, materials, supplies, equipment, and incidentals necessary to perform the work. The Agreement shall commence on January 1, 2018, and continue until December 31, 2018. **(Contract No. C20170537)**
24. Resolution to call for a public hearing regarding the adoption and designation of the 2018 Washington State Noxious Weed List for the Skagit County Noxious Weed Control Board. The public hearing is scheduled to take place on Thursday, January 18, 2018, before the Skagit County Noxious Weed Board, in the Quartz Room, located at 1800 Continental Place, Mount Vernon. **(Resolution No. R20170221)**
25. Personal Services Agreement with the Skagit Conservation Education Alliance to provide services to assist with the protection and improvement of water quality in saltwater shellfish growing and harvesting areas, consistent with the goals of the County's Shellfish Protection District, and in accordance with the Revised Code of Washington (RCW) 90.72. Activities and programs within the Samish and Padilla Bay watersheds will receive the highest priority. Compensation shall not exceed \$29,100 which is based on tasks performed or services rendered, labor, materials, supplies, equipment, and incidentals necessary to perform the work. This Agreement shall commence on January 1, 2018, and continues until December 31, 2018. **(Contract No. C20170538)**

k) SHERIFF:

26. Personal Services Agreement with Mechanical Accident Consulting to provide

consulting, court testimony and field work in vehicle inspections and mechanical failure analysis as contributing factors to motor vehicle collisions. Compensation shall not exceed \$5,000 per calendar year and is based on a fee schedule. The Agreement is ratified to commence on July 24, 2017, and continue until December 31, 2018.  
**(Contract No. C20170539)**

VI. 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 \$79,707.86 (Transmittal No. C-153-17); and
- b) Warrants numbered 471075 through 471555 from Clearing Fund 696 in the total dollar amount of \$2,178,781.27 (Transmittal No. C-154-17).

VII. ADJOURNMENT:

Chair Wesen announced that the Board of County Commissioners would be entering an executive session at 3:30 p.m. The topic was Litigation per RCW 42.30.110(1)(i) (Matters relating to County enforcement actions, actual litigation, or potential litigation.). The executive session will take place in the Commissioners' Conference Room, and was expected to last 1 hour.

Chair Ron Wesen, Commissioner Kenneth A. Dahlstedt, and Commissioner Lisa Janicki entered into executive session at 3:35 p.m. The following attorneys were present at the executive session and gave legal advice to the Board of County Commissioners: Prosecuting Attorney Rich Weyrich, Chief Civil Deputy Prosecuting Attorney Melinda Miller, Senior Deputy Prosecuting Attorney Will Honea, Planning and Development Services Director Dale Pernula, Assistant Planning and Development Services Director Ryan Walters, and Code Compliance Officer Scott Duncan.

Chair Wesen adjourned the proceedings at 3:55 p.m.

**BOARD OF COMMISSIONERS  
SKAGIT COUNTY, WASHINGTON**

\_\_\_\_\_  
Ron Wesen, Chair

\_\_\_\_\_  
Kenneth A. Dahlstedt, Commissioner

\_\_\_\_\_  
Lisa Janicki, Commissioner

ATTEST:

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Clerk of the Board