

**RECORD OF THE PROCEEDINGS  
SKAGIT COUNTY BOARD OF COMMISSIONERS  
MONDAY, DECEMBER 11, 2017**

The Skagit County Board of Commissioners met in regular session on Monday, December 11, 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) \*8:30 a.m. - 9:30 a.m. Briefing - County Commissioners/County Administrator with Planning and Development Services, and Central Services: Information Services, Geographic Information Services, Records Management
- b) \*9:45 a.m. - 10:15 a.m. Bi-Weekly Work Session - Public Works Department
- c) 1:30 p.m. - 2:30 p.m. Consent Agenda, Vouchers, Warrants and Miscellaneous Items
- d) \*2:30 p.m. - 3:30 p.m. Executive Session (Litigation - RCW 42.30.110(1)(i))

The Commissioners attended an executive session on Monday, December 11, 2017, from 2:35 p.m. to 3:07 p.m., the purpose of the executive session was Potential Litigation - RCW 42.30.110(1)(i). (Matters relating to County enforcement actions, actual litigation, or potential litigation.) The following attorneys were present and provided legal advice to the Board of County Commissioners: Prosecutor Rich Weyrich and Chief Civil Deputy Prosecuting Attorney Melinda Miller. Other attendees included: Assistant Director of Planning and Development Services Ryan Walters and Code Compliance Officer Scott Duncan.

IV. CONSENT AGENDA ITEMS FOR DISCUSSION:

Human Services Manager Rebecca Clark provided additional information about Consent Agenda item numbers 14, 15, 16, 17 and 21.

Water Quality Analyst Rick Haley provided additional information about Consent Agenda item number 25.

Pollution Identification and Correction Coordinator Karen DuBose provided additional information about Consent Agenda item number 27.

Operations Division Manager Andy Shaw provided additional information about Consent Agenda item number 28.

V. CONSENT AGENDA FOR MONDAY, DECEMBER 11, 2017 (items 1 through 33):

A motion was made by Commissioner Janicki to approve Consent Agenda items 1 through 8, and 10 through 33, including all items requiring ratification, vouchers and warrants for Monday, December 11, 2017. Commissioner Dahlstedt seconded the motion.

The vote passed unanimously.

a) COMMISSIONERS:

- 1. Record of the Proceedings for Tuesday, November 21, 2017. **(Approved)**

2. Record of the Proceedings for Monday, December 4, 2017. **(Approved)**
  3. Resolution to appoint Terry Clark to the Skagit County Developmental Disabilities Advisory Board. Ms. Clark's three-year term is effective January 1, 2018 and shall expire on December 31, 2020. **(Resolution No. R20170247)**
- b) ADMINISTRATIVE SERVICES:
4. Interlocal Cooperative Agreement with Skagit 911 to facilitate the distribution of funds in the amount of \$53,545 through Grant Agreement No. C20170470 with the Washington State Military Department (E18-050). The Agreement is ratified to commence on July 1, 2017, and ends on August 15, 2018. **(Contract No. C20170557)**
  5. Personal Services Agreement with PFM Financial Advisors LLC to provide financial advisory and consulting services for debt planning and financing services initiated by Skagit County. Compensation shall not exceed \$100,000 and is based on a fee and hourly rate schedule. The Agreement shall commence on the date of execution and continue until December 31, 2018. **(Contract No. C20170558)**
- c) BUDGET AND FINANCE:
6. Resolution awarding Hotel/Motel Tax Funding for 2018. **(Resolution No. R20170248)**
- d) FACILITIES MANAGEMENT:
7. Resolution authorizing a Landscape Maintenance Agreement - Maintenance Financial Security with the City of Mount Vernon to assure for the care and maintenance of planted areas at the Community Justice Center located at 201 Suzanne Lane in Mount Vernon for a two-year period. **(Resolution No. R20170249)**
- e) INFORMATION SERVICES:
8. Personal Services Agreement with Dimensional Communications, Inc. to provide hardware, software, and maintenance services to Skagit County Courts, the Community Justice Center, and Skagit 21. Compensation is based on time and materials and will not exceed \$20,000. The Agreement shall commence on the date of execution and continue until December 31, 2018. **(Contract No. C20170559)**
- f) PLANNING AND DEVELOPMENT SERVICES:
9. Interlocal Cooperative Agreement with the Town of Hamilton for the provision of Fire Marshal services including fire investigations, fire code review, and fire code inspection. Compensation to Skagit County is based on a fee schedule. The Agreement shall commence on the date of execution and shall continue until terminated. **(item removed for consideration at a later date)**
  10. Personal Services Agreement with Tetra Tech who will assist Skagit County with complying with obligations under the Federal Emergency Management Act's National Flood Insurance Program's community assistance visit in order to improve or retain Skagit County's Community Rating System. Compensation shall not exceed \$25,000 and is based on a fee and hourly rate schedule. The Agreement shall commence on the date of execution and continue until December 31, 2018. **(Contract No. C20170560)**
  11. Contract with The Drain Doctor for operations and maintenance of the Edison Large on-site septic system. Compensation shall not exceed \$36,500. The Agreement shall commence on January 1, 2018, and continue until December 31, 2020. **(Contract No. C20170561)**
- g) PROSECUTING ATTORNEY:
12. Personal Services Agreement with the Language Exchange to provide interpretation services including spoken language interpreting, sign language interpreting, and court interpreting. Compensation is estimated to not exceed \$5,000 for the entire term of the

Agreement and is based on a rate schedule. The agreement shall commence on January 1, 2018, and continue until December 31, 2018. **(Contract No. C20170562)**

13. Grant No. F17-31103-031 from the Washington State Department of Commerce Community Services and Housing Division Office of Crime Victims Advocacy for funding to support activities through the FFY 2017 STOP Violence Against Women Grant Program. The Grant shall commence on January 1, 2018, and shall continue until December 31, 2018. The Grant awards \$17,312 to Skagit County. Skagit County shall contribute \$5,771 in matching funds. **(Contract No. C20170563)**

h) PUBLIC HEALTH:

14. Personal Services Agreement with Phoenix Recovery Services to provide outpatient mental health treatment services to Skagit County residents who do not have benefits such as Medicaid, Medicare or health insurance and who are unable to access treatment providers. Compensation will not exceed \$5,000, is based on an hourly rate schedule, and funded by millage funds. The Agreement shall commence on January 1, 2018, and continue until December 31, 2018. **(Contract No. C20170564)**
15. Personal Services Agreement with Phoenix Recovery Services to provide staffing and reporting to Family Treatment Court and to Drug Court and recovery support services for court participants. Compensation shall not exceed \$141,500, is based on a fee schedule, and 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 until December 31, 2018. **(Contract No. C20170565)**
16. Personal Services Agreement with Phoenix Recovery Services to provide outpatient substance use disorder treatment services to Skagit County residents who do not have benefits such as Medicaid, Medicare or health insurance and who are unable to access treatment providers. Compensation shall not exceed \$80,000, is based on a fee schedule, and 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 until December 31, 2018. **(Contract No. C20170566)**
17. Personal Services Agreement with Phoenix Recovery Services to provide housing for individuals engaged in substance use disorder treatment services. Compensation shall not exceed \$72,000, is based on a rate schedule, and funded by housing funds. The Agreement shall commence on January 1, 2018, and continue until December 31, 2018. **(Contract No. C20170567)**
18. Amendment No. 1 to Funding Agreement No. C20170305 with the Housing Authority of Skagit County (Housing Authority) to distribute low-income housing funds pursuant to Substitute House Bill 2163. This Amendment revises and replaces Exhibit A (Deliverables and Services) amending the reporting requirements to align with the Department of Commerce requirements. Compensation remains the same to the Housing Authority and shall not exceed \$50,000. 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. A20170143)**
19. Interlocal Cooperative Agreement with the Washington State Department of Veterans Affairs to provide a full-time Skagit County Veteran Service Officer to work collaboratively with the county to identify and address the needs of clients and their families. Compensation shall not exceed \$60,000 and is funded by the County Veterans Assistance Funds. The Agreement shall commence on January 1, 2018, and continue through December 31, 2018. **(Contract No. C20170568)**
20. Personal Services Agreement with Sea Mar Community Health to provide outpatient mental health treatment services to Skagit County residents who do not have benefits such as Medicaid, Medicare or health insurance and who are unable to access treatment providers. Compensation shall not exceed \$10,000, is based on an hourly rate schedule, and is funded by millage funds. The Agreement shall commence on January 1, 2018, and continue until December 31, 2018. **(Contract No. C20170569)**
21. Personal Services Agreement with Consumer Voices Are Born to provide a peer-run drop-in center to offer recovery oriented psychosocial, recreational, and peer support

needs to individuals living in Skagit County. Compensation shall not exceed \$350,000 and is funded by Behavioral Health Organization and the 1/10 of 1% chemical dependency or mental health treatment sales tax. The Agreement shall commence on January 1, 2018, and continue until December 31, 2018. **(Contract No. C20170570)**

22. Amendment No. 1 to Personal Services Agreement No. C20160467 with Sunrise Services to facilitate the Community Wellness Program. This Amendment increases compensation by \$5,000 to continue to provide for services through the end of the Agreement. Total compensation shall not to exceed \$30,000. The term 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. A20170144)**
23. Amendment No. 1 to Personal Services Agreement No. C20170080 with Nutrition First Washington to provide services and staff to develop and implement a 5-2-1-0 action plan for Skagit County which is based on an obesity prevention program. This Amendment extends the term of the Agreement by one year, ending December 31, 2018. Compensation remains the same and shall not exceed \$25,000. All other terms and conditions of the original Agreement shall remain in effect. **(Amendment No. A20170145)**

i) PUBLIC WORKS:

24. Resolution reappointing Scott DeGraw to the Conservation Futures Program Advisory Board for a four-year term. Mr. DeGraw's term will expire on December 31, 2021. **(Resolution No. R20170250)**
25. Amendment No. 1 to Interlocal Cooperative Agreement No. C20150123 with the Samish Indian Nation to allow the Samish Indian Nation to perform water quality monitoring in the Samish basin, on a reimbursable basis, to assist Skagit County in completing certain tasks related to Skagit County's Critical Areas Ordinance and Clean Water Program in 2015. This Amendment extends the term of the Agreement by one year, ending December 31, 2018. The Compensation remains the same and shall not exceed \$41,000. All other terms and conditions shall remain in effect. **(Amendment No. A20170146)**
26. Resolution authorizing the adoption of the 2017 Comprehensive Solid Waste Management Plan. **(Resolution No. R20170251)**
27. Amendment No. 1 to Personal Services Agreement No. C20170379 with PRR, Inc. to identify gaps in Skagit County's existing Pollution Identification and Correction Outreach and Education program, create compelling and effective communications materials, and create a strategic plan for outreach. This Amendment replaces Exhibit A (Scope of Work) to reflect updated deliverables and Exhibit B (Compensation). The term remains the same and shall continue until March 31, 2019. Compensation remains the same and shall not exceed \$50,000. All other terms and conditions of the original Agreement shall remain in effect. **(Amendment No. A20170147)**
28. Interlocal Cooperative Agreement with the Town of Hamilton to enable Skagit County Public Works to perform work and provide materials and equipment upon request for roadway maintenance activities on a reimbursable basis. The Agreement shall commence on January 1, 2018, and will continue through December 31, 2022. **(Contract No. C20170571)**
29. Vendor Services Agreement with L & S Tire Company for processing recyclable rubber products collected at various Skagit County Solid Waste sites. Compensation shall not exceed \$24,000 and is based on a rate schedule. The Agreement shall commence on the date of execution and continue for one year. **(Contract No. C20170572)**

j) RISK MANAGEMENT:

30. Personal Services Agreement with Braun Consulting Group to provide assistance with a range of collective bargaining activities as requested by the Human Resources Director. Compensation shall not exceed \$60,000 per year and is based on a rate schedule. The Agreement shall commence on January 1, 2018, and continue until December 31, 2019. **(Contract No. C20170573)**

k) SHERIFF:

31. Interlocal Cooperative Agreement with Whatcom County Parks and Recreation to provide the use of the Plantation Rifle Range located at 5102 Samish Highway in Whatcom County to the Skagit County Sheriff's Patrol and Correctional staff. Compensation shall not exceed \$13,325.10 for 24 sessions. Additional days, if any, to be mutually agreed upon and paid within 30 days. The Agreement shall commence on January 1, 2018, and continue through December 31, 2018. **(Contract No. C20170574)**
32. Vendor Services Agreement with J & J Cleaners Inc. dba Modern Cleaners to provide laundering, dry cleaning, and sewing of Sheriff's Office employee uniforms. The Agreement shall commence on January 1, 2018, and continue for one year. Compensation shall not exceed \$5,000 and is based on a rate schedule. **(Contract No. C20170575)**

l) SUPERIOR COURT:

33. Personal Services Agreement with The Language Exchange to provide interpreter services for Skagit County Superior and District Courts. Compensation shall not exceed \$150,000 and is based on a fee schedule. The Agreement shall commence on January 1, 2018, and continue until December 31, 2018. **(Contract No. C20170576)**

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 Delta Dental from Clearing Fund 696 in the total dollar amount of \$81,959.23 (Transmittal No. C-163-17); and
  - b) ACH Transfer Request Form and Certification to Trusteed Plans Service Corporation from Clearing Fund 696 in the total dollar amount of \$84,547.67 (Transmittal No. C-164-17); and
  - c) Warrants numbered 472388 through 472795 from Clearing Fund 696 in the total dollar amount of \$5,215,253.20 (Transmittal No. C-165-17); and
  - d) Payroll warrants numbered 392817 through 393547 in the total dollar amount of \$1,321,123.04 (Transmittal No. P-45-17); and
  - e) Junior District Payroll warrants numbered 817822 through 817954 in the total dollar amount of \$262,204.19 (Transmittal No. P-46-17).

VII. ADJOURNMENT:

Chair Wesen adjourned the proceedings at 1:48 p.m.

**BOARD OF COMMISSIONERS  
SKAGIT COUNTY, WASHINGTON**

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

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Kenneth A. Dahlstedt, Commissioner

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Lisa Janicki, Commissioner

ATTEST:

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Clerk of the Board