

**RECORD OF THE PROCEEDINGS  
SKAGIT COUNTY BOARD OF COMMISSIONERS  
MONDAY, MAY 14, 2018**

The Skagit County Board of Commissioners met in regular session on Monday, May 14, 2018, with Chair Kenneth A. Dahlstedt, Commissioner Lisa Janicki, and Commissioner Ron Wesen present.

I. CALL TO ORDER:

Chair Dahlstedt called the proceedings to order at 8:30 a.m.

II. AGENDA:

- a) \*8:30 a.m. - 9:30 a.m. Briefing - County Commissioners/County Administrator with Planning and Development Services and Central Services (IS/GIS/Records)
- b) \*9:45 a.m. - 10:15 a.m. Bi-Weekly Briefing with Public Works
- c) \*11:00 a.m. - 11:45 a.m. Public Health Work Session

Chair Kenneth A. Dahlstedt, Commissioner Lisa Janicki and Commissioner Ron Wesen attended a work session on Monday, March 14, 2018. Chair Dahlstedt reconvened the proceedings at 11:00 a.m.

Other Attendees:

Public Health Director Jennifer Johnson  
Housing Resource Coordinator Kayla Schott-Bresler  
County Administrator Tim Holloran

Chair Dahlstedt recessed the proceedings at 11:40 a.m.

*A recording of the work session can be obtained by contacting the Skagit County Commissioners' Office.*

d) PLEDGE OF ALLEGIANCE:

Chair Dahlstedt reconvened the proceedings and led the gallery in the salute to the flag.

e) 1:30 p.m. - 2:30 p.m. Consent Agenda, Vouchers, Warrants and Miscellaneous Items

1. Consent Agenda Items for Further Discussion:

Additional information about Consent Agenda items was provided by:

GIS Manager Geoff Almvig, number 4

Budget and Finance Director Trisha Logue, number 3

Equipment and Facilities Division Manager Mike Elde, number 7

River Improvement/Watershed Planner Kara Symonds, numbers 8 and 9

Transportation Programs Section Manager Forrest Jones, number 10

2. Consent Agenda for Monday, May 14, 2018 (items 1 through 11):

A motion was made by Commissioner Janicki to approve Consent Agenda items 1 through 11, including all items requiring ratification, vouchers and warrants for Monday, May 14, 2018. Commissioner Wesen seconded the motion.

The vote passed unanimously.

a) COMMISSIONERS:

1. Record of the Proceedings for Wednesday, March 28, 2018. **(Approved)**

b) AUDITOR:

2. Resolution to amend Resolution No. R20140007 and increase the Auditor's Office change fund by \$200 due to the need for another cash drawer for licensing transactions. The fund balance for the Auditor's Office petty cash/change fund is increased to \$1,600. **(Resolution No. R20180106)**

c) BUDGET AND FINANCE:

3. Resolution clarifying and reestablishing the criteria for the award of Rural Distressed County Economic Development Public Facility Grant Funds and rescinding Resolution No. R20130051. **(Resolution No. R20180107)**

d) GEOGRAPHIC INFORMATION SERVICES:

4. Service Level Agreement with Washington State Consolidated Technology Services 2018-001 (WA Tech) for the provision of access to state-wide aerial imagery. Compensation shall not exceed \$6,000 and funding will be provided by the Voluntary Stewardship Program. The Agreement shall commence on the date of execution and continue until April 30, 2019. **(Contract No. C20180226)**

e) PUBLIC DEFENDER:

5. Personal Services Agreement with Jan C. Harrie to prepare court transcripts as needed upon the specific request by the Skagit County Public Defender. Compensation shall not exceed \$10,000 and is based on a fee schedule. The Agreement is ratified to commence on January 1, 2018, and shall continue through December 31, 2020. **(Contract No. C20180227)**

f) PUBLIC WORKS:

6. Vendor Services Agreement with Overhead Door Company of Bellingham, Inc. to inspect and make adjustments and repairs to several roll up doors at the Burlington Road Shop Complex and the Concrete Shop. Total compensation

shall not exceed \$12,500 and is based on a rate schedule. The Agreement shall commence on the date of execution and continue for two years. **(Contract No. C20180228)**

7. Interlocal Cooperative Agreement with the City of Sedro-Woolley to perform vehicle maintenance and/or repair services to approximately 10 vehicles owned by the City (vehicles primarily include vector trucks, sweeper trucks, and a boom mower). The City shall reimburse the County for actual costs incurred. In addition, the City shall also pay an additional administrative fee of 9% of the County's total actual costs and expenses for services. The Agreement shall commence on the date of execution and continue through December 31, 2022. **(Contract No. C20180229)**
8. Interlocal Cooperative Agreement with Skagit County Dike, Drain, and Irrigation Improvement District No. 25 to financially contribute towards restoring a section of levee along the Samish River to pre-damage conditions. Skagit County will contribute \$10,000 to District No. 25. The Agreement shall commence on the date of execution and continue for two years. **(Contract No. C20180230)**
9. Amendment No. 1 to Local Agency Professional Services Consultant Agreement No. C20170472 with Northwest Hydraulic Consultants (NHC) to perform engineering, design, and planning services aimed at providing flood relief to the Skagit delta: 1) development 100% plans, specifications, and estimates (PS&E) for priority flood relief structures in the Samish River floodplain; and 2) develop a flood relief plan that identifies locations for additional flood relief structures within the Skagit River delta. The contract is completely funded, on a reimbursable basis, by the Federal Highway Administration as administered through the Washington State Department of Transportation Local Programs. This Amendment updates the rates of pay for 2018. Compensation remains the same and shall not exceed \$400,000. The term remains the same and shall continue until December 31, 2019. All other terms and conditions of the original Agreement shall remain in effect. **(Amendment No. A20180052)**
10. Notice of Establishment of New Quiet Zone to the Federal Railroad Administration, Washington Utilities Transportation Commission, BNSF Railway Company, Amtrak, and Washington State Department of Transportation pursuant to Title 49 of the Code of Federal Regulations, Parts 222 Subpart C - Exceptions to the Use of the Locomotive Horn, to create the "Blanchard Quiet Zone" which consists of four railroad crossings. The Quiet Zone shall be effective May 31, 2018. **(Contract No. C20180231)**

g) SHERIFF:

11. Homeland Security Grant Program Agreement with the Washington State Military Department to allow the Sheriff's Office to accept a Federal Grant Award. Compensation from the grant shall not exceed \$50,218. The Agreement is ratified to commence on September 1, 2017, and shall continue through March 31, 2020. **(Contract No. C20180232)**

3. 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) Warrants numbered 480757 through 480803 from Clearing Fund 696 in the total dollar amount of \$325,008.33 (Transmittal No. C-73-18); and
  - b) ACH Transfer Request Form and Certification to Trusteed Plans Serviced Corporation from Clearing Fund 696 in

the total dollar amount of \$148,878.73 (Transmittal No. C-74-18); and

- c) Warrants numbered 480804 through 481088 from Clearing Fund 696 in the total dollar amount of \$8,921,620.67 (Transmittal No. C-75-18); and
- d) Payroll warrants numbered 400055 through 400778 in the total dollar amount of \$1,319,049.74 (Transmittal No. P-17-18); and
- e) Junior District Payroll warrants numbered 819243 through 819382 in the total dollar amount of \$261,623.42 (Transmittal No. P-18-18).

Chair Dahlstedt recessed the proceedings at 2:15 p.m.

f) 3:00 p.m. - 3:30 p.m. Public Works - Dan Berentson, Director:

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

1. Presentation: Certificate of Commendation for Transfer Station Technician Robert (Bob) Garcia

Director Dan Berentson shared that Bob Garcia had been with the Transfer Station approximately 29 years and he, Transfer Station Manager Eddie Nersten, past Solid Waste Division Manager Kevin Renz, and current Solid Waste Division Manager Margo Gillaspay talked about working with Mr. Garcia and they wished him well and to enjoy his well-deserved retirement.

Mr. Garcia spoke about his time working at Skagit County and the Commissioners thanked him for his service.

Commissioner Wesen read the Certificate of Commendation in recognition of dedicated public service by Robert Garcia from May 1, 1990 to May 31, 2018.

g) 3:30 p.m. - 4:30 p.m. Executive Session (None Scheduled as of the Date of this Notice)

No executive sessions were scheduled during the week of May 14, 2018.

III. ADJOURNMENT:

Chair Dahlstedt adjourned the proceedings at 3:13 p.m.

**BOARD OF COUNTY COMMISSIONERS  
SKAGIT COUNTY, WASHINGTON**

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Kenneth A. Dahlstedt, Chair

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Lisa Janicki, Commissioner

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Ron Wesen, Commissioner

ATTEST:

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Clerk of the Board