

**RECORD OF THE PROCEEDINGS
SKAGIT COUNTY BOARD OF COMMISSIONERS
MONDAY, JUNE 4, 2018**

The Skagit County Board of Commissioners met in regular session on Monday, June 4, 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 Administrator with Planning and Development Services, Public Health and Emergency Medical Services

b) PLEDGE OF ALLEGIANCE:

Chair Dahlstedt reconvened the proceedings at 11:00 a.m. and led the gallery in the salute to the flag.

- c) 11:00 a.m. – 12:00 p.m. Presentations from Western Washington University Students and Certificates of Appreciation for the Sustainable Communities Partnership

Senior Planner Stacie Pratschner provided an overview of the partnership formed with Western Washington University and she thanked the students and the professors for their thoughtful and beneficial work.

Students Kyra Ballas, Robin Crandall and Tyler Holladay provided a PowerPoint presentation regarding the accumulation of junk on personal property, and when reported and confirmed as a violation of Skagit County Code title 14, 15 or 16, some potential methods for property owner engagement and removal solutions for property owners. The students outlined the research they performed to come to the following recommendations: provide more in depth education for Skagit County code enforcers and educational materials for code violators, form a task force to address junk removal, and develop an educational roadside campaign.

Students Clay Williams, Holly Pope, Christopher Pieroni, Madeline Hart, and Abigail Smith provided a PowerPoint presentation regarding the urban planning performed towards the creation of an Edison community plan. Discussion was held regarding the unique attributes of Edison and the input received at community meetings regarding the common vision for Edison. After additional research, the students provided the following recommendations towards solving some of the issues faced by Edison that also maintained the distinctness of the community: creation of a Subarea Plan; improvements to roads and sidewalks for better walkability, vehicular circulation, and parking; installation of a public art board, creation of a pocket park with public restrooms; tide gate replacement; installation of a stormwater vault; and improving the septic system. Various grant sources were identified that could be applied for to help provide funding for the projects. The students said that a final report would be completed on June 15, 2018.

Student Joe Kuljis provided updates to the Commissioners regarding his previous findings and recommendations for rain water catchment. After further research he found that roof material did not have to be metal roofing. Asphalt shingles worked as well and were less expensive. For pre-tank filtration, instead of mesh-covered

gutters and an additional downspout filter which required frequent maintenance, he recommended a vortex filter to separate the debris from the water. And, he suggested a different purification method which did not include the addition of chlorine. Mr. Kuljis said that he would be turning in three deliverables: a guidance document, a memo, and an excel spreadsheet that contained a rainwater harvesting calculator.

Student Dennis Wiebe provided an update on his findings regarding septic system identification. He had been given access to additional records to help complete his septic system identification table and he said that he planned to provide a spreadsheet of properties showing his results and where additional research would be needed.

Lindsey MacDonald, Coordinator at Western Washington University, provided comments on the partnership with Skagit County and a summary of other projects being worked on by students. She said that in total 73 students had worked on 8 unique projects providing 6,900 hours of work. She thanked staff, faculty and students for the win-win partnership that supported the county and student learning and she looked forward to continuing to engage students in meaningful Skagit County projects.

Associate Vice President for Academic Affairs Brian Burton also thanked Skagit County for their partnership and support of student learning and experience and he discussed the benefits of such partnerships.

The Commissioners thanked WWU staff and faculty for the valuable partnership and they also thanked the students for their time, dedication, and service on behalf of the people, for the community, and in the public interest. The Board of County Commissioners presented the remaining students with Certificates of Appreciation.

Student presentations can be found here:

<ftp://ftp.skagitcounty.net/countycommissioners/documents/agendapackets/O6042018/>

Chair Dahlstedt recessed the proceedings at 12:03 p.m.

- d) *12:00 p.m. – 1:00 p.m. Appreciation Lunch with Students from Western Washington University
- e) 1:30 p.m. – 2:15 p.m. Consent Agenda, Vouchers, Warrants and Miscellaneous Items

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

1. Consent Agenda Items for Further Discussion:

Engineering Technician Torey Nelson provided additional information about Consent Agenda item no. 14.

Behavioral Health and Housing Program Coordinator Sarah Hinman provided additional information about Consent Agenda item no. 13.

Engineering Technician Shane Whitney provided additional information about Consent Agenda item no. 15.

Equipment and Facilities Division Manager Mike Elde provided additional information about Consent Agenda item no. 18.

2. Consent Agenda for Monday, June 4, 2018 (items 1 through 18):

A motion was made by Commissioner Wessen to approve Consent Agenda items 1 through 18, including all items requiring ratification, vouchers and warrants for Monday, June 4, 2018. Commissioner Janicki seconded the motion.

The vote passed unanimously.

a) COMMISSIONERS:

1. Record of the Proceedings for Tuesday, May 29, 2018.
(Approved)
2. Record of the Proceedings for Wednesday, May 30, 2018.
(Approved)

b) AUDITOR:

3. Grant Agreement with the Office of the Secretary of State which awards \$32,631.04 to Skagit County to help fund pre-paid postage expenses for the 2018 primary and 2018 general election. The Agreement shall commence upon execution and continue through December 31, 2019, and may be extended as provided for in the Agreement. **(Contract No. C20180260)**

c) BUDGET AND FINANCE:

4. Resolution setting statutory dates per RCW 36.40 for FY 2019 Budget Schedule. **(Resolution No. R20180111)**

d) EMERGENCY MEDICAL SERVICES:

5. Personal Services Agreement with University of Utah AirMed for the provision of difficult airways courses. Compensation shall not exceed \$27,000 and is based on a rate schedule. The Agreement is ratified to commence on June 1, 2018, and shall continue until December 31, 2024. **(Contract No. C20180261)**

e) INFORMATION SERVICES:

6. Amendment No. 4 to Agreement No. C20070313 with Cascade Software Systems to create software interfaces from Cayenta Financial System to the CAMS Maintenance Management Module. This Amendment adds an additional \$23,633.38 for the Module, plus an annual maintenance fee of \$4,237.50 to support the Skagit County Public Works ER&R shop for inventory and accounting requirements. All other terms and conditions of the original Agreement and subsequent Amendments shall remain in effect. **(Amendment No. A20180066)**
7. Personal Services Agreement with Critical Informatics to perform a security audit to assess Skagit County's compliance with contractual requirements set by state agencies. Compensation shall not exceed \$30,000. The Agreement shall commence on the date of execution and continue until April 30, 2019. **(Contract No. C20180262)**
8. Amendment No. 2 to Agreement No. C20170217 with Tyler Technologies, Inc. to provide a recording system for the Skagit

County Auditor Recording Department. This Amendment increases compensation by \$4,800 plus applicable taxes for the purchase of an additional Eagle software license to meet the needs of staff in the Recording Division of the Auditor's Office. All other terms and conditions of the original Agreement and subsequent Amendment shall remain in effect. **(Amendment No. A20180067)**

f) OFFICE OF JUVENILE COURT:

9. Interlocal Cooperative Agreement with the Sauk-Suiattle Indian Tribe to provide detention facilities for tribal juvenile offenders. Compensation to Skagit County shall not exceed \$124 per day per juvenile. The Agreement is ratified to commence on January 1, 2018, and shall continue through December 31, 2019. **(Contract No. C20180263)**
10. Amendment No. 1 to Interlocal Cooperative Agreement with the Sauk-Suiattle Indian Tribe to provide detention facilities for tribal juvenile offenders. This Amendment clarifies insurance and taking custody of juvenile offenders. All other terms and conditions of the original Agreement shall remain in effect. **(Amendment No. A20180068)**

g) PARKS AND RECREATION:

11. Agreement with the State of Washington Department of Agriculture Fairs Program Agreement No. K2486 which awards \$47,059 to Skagit County to assist with the construction of a new roof on Building D at the Skagit County Fairgrounds. The Agreement shall commence upon execution and continue through June 30, 2019. **(Contract No. C20180264)**
12. Agreement with the State of Washington Department of Agriculture Fairs Program Agreement No. K2506 which awards \$2,739.24 to Skagit County to assist with the installation of professional handwashing reminder signs at the Skagit County Fairgrounds. The Agreement shall commence upon execution and continue through June 30, 2019. **(Contract No. C20180265)**

h) PUBLIC HEALTH:

13. Personal Services Agreement with Friendship House for the purpose of managing and operating a Low-Barrier Shelter. Compensation shall not exceed \$160,000 and funded by the low-income housing funds/ homeless housing funds and 1/10th of 1% chemical dependency or mental health treatment sales tax. The Agreement is ratified to commence on May 1, 2018, and shall continue through December 31, 2018. **(Contract No. C20180266)**

i) PUBLIC WORKS:

14. Resolution to call for a public hearing regarding the consideration of a Franchise Agreement with 526-38 Guemes Water Association to utilize some unopened County right-of-way for a new tank and distribution lines in addition to their existing infrastructure. The public hearing is scheduled to take place on Tuesday, June 26, 2018, at 8:30 a.m. or as soon

thereafter as possible in the Commissioners' Hearing Room.
(Resolution No. R20180112)

15. Resolution authorizing the Final Order to Vacate a portion of County Right-of-Way known as Hermway Heights Road, County Road #84750, due to the completion of the conditions laid out in Skagit County Resolution No. R20110174 dated May 17, 2011. **(Resolution No. R20180113)**
16. Resolution authorizing the Final Order to Vacate a portion of County Right-of-Way known as Galbreath Road, County Road #63190, due to the completion of the conditions laid out in Skagit County Resolution No. R20180089 dated April 24, 2018. **(Resolution No. R20180114)**
17. Construction Contract Agreement with Lakeside Industries, Inc. for the 2018 HMA Overlay Project #ESHMA18-1. Resolution No. R20180090 awarded the bid to Lakeside Industries on April 30, 2018. Compensation shall not exceed \$398,450.50. The Agreement shall commence on the date of execution and continue until the project is completed and accepted. **(Contract No. C20180267)**
18. Personal Services Agreement with James G. Murphy, Inc. to provide auction services to sell surplus vehicles and equipment for Skagit County. Skagit County will provide compensation in the amount of 10% commission of gross auction sales and will provide additional compensation based on a rate schedule for any items that are transported by the contractor. The Agreement shall commence on the date of execution and continue for one year. **(Contract No. C20180268)**

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) ACH Transfer Request Form and Certification to Trusteed Plans Serviced Corporation from Clearing Fund 696 in the total dollar amount of \$118,462.67 (Transmittal No. C-80-18); and
 - b) ACH Transfer Request Form and Certification to Trusteed Plans Serviced Corporation from Clearing Fund 696 in the total dollar amount of \$198,208.17 (Transmittal No. C-81-18); and
 - c) ACH Transfer Request Form and Certification to Delta Dental from Clearing Fund 696 in the total dollar amount of \$6,858.60 (Transmittal No. C-82-18); and
 - d) Warrants numbered 482007 through 482334 from Clearing Fund 696 in the total dollar amount of \$2,051,476.23 (Transmittal No. C-83-18).

4. Miscellaneous Agenda (1 item):

- a) PUBLIC HEALTH:

Chair Wesen announced that he had been advised to recuse himself from taking action on the miscellaneous item since he was on the Community Action of Skagit County Board.

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

The vote passed unanimously.

Chair Dahlstedt recessed the proceedings at 1:43 p.m.

1. Resolution authorizing the submission of the HOME Investment Partnerships Program, HOME Consortium 2018-2022 Consolidated Plan, 2018 Annual Action Plan, and Application for Federal Assistance SF-424 to the U.S. Department of Housing and Urban Development in the amount of \$926,249 for FY 2018, and designates Kenneth A. Dahlstedt as the authorized Chief Administrative Official and the authorized representative to sign federal documents.
(Resolution No. R20180115)

- f) 2:30 p.m. – 4:00 p.m. Joint Meeting Between Central Valley Ambulance Authority and Skagit County Commissioners

Chair Dahlstedt convened the joint meeting at 2:30 p.m.

Attendees:

Kenneth A. Dahlstedt, Skagit County Board of Commissioners, Chair
Lisa Janicki, Skagit County Board of Commissioners, Commissioner
Ron Wesen, Skagit County Board of Commissioners, Commissioner
Bryan Harrison, City of Burlington Administrator - Representing Burlington Fire Chief
Eron Berg, City of Sedro-Woolley, Representing Sedro-Woolley Fire Chief
Rusty Feay, Rural Fire Chiefs, District 8
Shane Sanderson, District 2, Citizen at Large
Chester Griffith, Fire Commissioner, District 8
Bryan Brice, City of Mount Vernon, Fire Chief
Jada Trammell, Central Valley Ambulance Authority dba Central Skagit Medic One, Director
Carole Knipper, Central Valley Ambulance Authority dba Central Skagit Medic One, Business Manager
Ilona Herbert, Central Valley Ambulance Authority dba Central Skagit Medic One, Administrative Assistant
Renata Maybruck, Consultant

Emergency Medical Services Director Jeff Sargent said that the purpose of the joint meeting was to define the roles and responsibilities for Central Valley Ambulance Authority (CVAA) and Skagit County according to the Ordinance, CVAA Contract, Washington Administrative Code (WAC) and Revised Code of Washington (RCW) 35.21.730.

Consultant Renata Maybruck noted that she had interviewed CVAA Board members to gather their thoughts about the roles of CVAA and the County. She said that she would send out a summary of the information to the stakeholders before the next meeting.

There was a discussion about which financial software CVAA would use; the

structure of the organization; the limited ability of CVAA to have an influence on the system as a whole; whether there was any interest within the County to relinquish some authority to CVAA; the quality of service of private ambulance versus the current system; the fire-model that the City of Anacortes was using; adopting performance standards for levels of service and the need to define the County's expectations.

Mr. Sargent suggested that the County create the overall objectives and direction of the system and that the County provide the information to CVAA to assist them with operating the system.

Chair Dahlstedt discussed allowing CVAA the autonomy to have responsibility for the organization as long as the budget and the Medical Director's requirements were met.

Mr. Sargent indicated that the objectives and definitions would be sent to the stakeholders to prepare for the meeting scheduled for Tuesday, June 12, 2018, at 2:00 p.m. at the Emergency Medical Services office located at 2911 East College Way in Mount Vernon.

Link to Agenda:

<ftp://ftp.skagitcounty.net/countycommissioners/documents/agendapackets/06042018/>

Chair Dahlstedt adjourned the joint meeting at 4:04 p.m.

III. ADJOURNMENT:

Chair Dahlstedt adjourned the proceedings at 4:04 p.m.

BOARD OF COUNTY COMMISSIONERS SKAGIT COUNTY, WASHINGTON

Kenneth A. Dahlstedt, Chair

Lisa Janicki, Commissioner

Ron Wesen, Commissioner

ATTEST:

Clerk of the Board