

**RECORD OF THE PROCEEDINGS
SKAGIT COUNTY BOARD OF COMMISSIONERS
MONDAY, JULY 30, 2018**

The Skagit County Board of Commissioners met in regular session on Monday, July 30, 2018, with Commissioner Lisa Janicki, and Commissioner Ron Wesen present. Chair Kenneth A. Dahlstedt absent.

I. CALL TO ORDER:

Commissioner Janicki called the proceedings to order at 1:30 p.m. and excused Commissioner Dahlstedt's absence. She announced that due to Commissioner Wesen's need to recuse himself from voting on Miscellaneous Agenda items 2 and 3, they were being pulled and would be brought back for consideration next week.

II. PLEDGE OF ALLEGIANCE:

Commissioner Janicki led the gallery in the salute to the flag.

III. AGENDA:

a) 1:30 p.m. Consent Agenda Discussion

Solid Waste Division Manager Margo Gillaspay provided additional information about Consent Agenda item no. 15.

Natural Resources Division Manager Dan McCarty provided additional information about Consent Agenda item no. 17.

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

1. CONSENT AGENDA FOR MONDAY, JULY 30, 2018 (items 1 through 17):

A motion was made by Commissioner Wesen to approve Consent Agenda items 1 through 17 including all items requiring ratification, vouchers and warrants for Monday, July 30, 2018. Commissioner Janicki seconded the motion.

The vote passed unanimously. Chair Kenneth A. Dahlstedt's absence was excused

a) COMMISSIONERS:

1. Record of the Proceedings for Monday, July 23, 2018. **(Approved)**
2. Record of the Proceedings for Tuesday, July 24, 2018. **(Approved)**
3. Record of the Proceedings for Wednesday, July 25, 2018. **(Approved)**

b) ADMINISTRATIVE SERVICES:

4. Amendment No. 1 to Interlocal Cooperative Agreement No. C20160431 with the City of Mount Vernon to award \$215,834 of Economic Development/Public Facilities Projects grant funds to support College Way widening beneath I-5. This Amendment extends the term for two (2) years, ending July 31, 2020. The extension will allow time for the City to complete the project. All other terms and conditions of the original Agreement shall remain in effect. **(Amendment No. A20180094)**

c) BUDGET AND FINANCE:

5. Personal Services Agreement with Susan Musselman LLC., to assist Skagit County with financial analysis and consulting services as requested. Compensation shall not exceed \$50,000 and is based on fee schedule. The Agreement shall commence on the date of execution, and continue until December 31, 2019. **(Contract No. C20180362)**

d) EMERGENCY MEDICAL SERVICES:

6. Personal Services Agreement with Matthew Russell, M.D., to provide Emergency Medical Services (EMS) Medical Program Director (MPD) services pursuant to Washington Administrative Code (WAC) 246-976-920. Compensation shall not exceed \$6,250 per month and is based on a fee schedule. In the event that there is no Assistant MPD, and the Contractor is responsible for the Assistant MPD's additional duties, the Contractor shall be paid an additional \$2,000 per month. The Agreement is ratified to commence on January 1, 2018, and continue until December 31, 2020. This Agreement supersedes Personal Services Agreement No. C20140525. **(Contract No. C20180363)**

e) FACILITIES MANAGEMENT:

7. Amendment No. 1 to Personal Services Agreement No. C20180299 with GeoTest Services, Inc. to perform geotechnical exploration and design services for the proposed North Sound Behavioral Health Organization (NSBHO) Stabilization Campus. This Amendment is to perform a Phase I Environmental Site Assessment for Skagit County Parcels P104178, P76502 and P76503 as outlined in Exhibit "A". This Amendment increases compensation from \$6,000 to \$9,500. All other terms and conditions of the original Agreement shall remain in effect including the termination of December 31, 2018. **(Amendment No. A20180095)**

f) PARKS, RECREATION & FAIR:

8. Personal Services Agreement with Ron Stubbs Comedy Hypnotist for the provision of entertainment at the Skagit County Fair. Compensation shall not exceed \$3,000 and is based on a fee schedule. The Agreement shall commence on August 9, 2018, and continue until August 11, 2018. **(Contract No. C20180364)**

g) PROSECUTING ATTORNEY:

9. Quit Claim Deed and Real Estate Excise Tax Affidavit for Parcel Number P73561 granted by Skagit County to Michael Darden and Rebecca Darden for the sole purpose of correcting inaccuracies in title to former public right-of-way to facilitate the issuance of title issuance. No monetary consideration is being paid. **(Contract No. C20180365)**

h) PUBLIC HEALTH:

10. Resolution to appoint Elise M. Strachila to the serve as a Designated Crisis Responder for Skagit County. Ms. Strachila's term shall begin on July 30, 2018, and continue as long as she is employed with Compass Health in her

current capacity. **(Resolution No. R20180138)**

11. Personal Services Agreement with SPARC, Inc. to provide outreach, information and support to families that have a family member who experiences a developmental disability. Compensation shall not exceed \$32,000 and is based on a variety of services detailed in the Exhibit B and C. Funding for this Agreement comes from Washington State Developmental Disabilities funds. The Agreement is ratified to commence on July 1, 2018, and shall continue until June 30, 2019. **(Contract No. C20180366)**
12. Personal Services Agreement with Pioneer Human Services to provide a Chemical Dependency Professional and Case Manager in the Skagit County Criminal Justice Center to provide aftercare case management services to the community and do all things necessary for or incidental to the performance of the Residential Substance Abuse Treatment (RSAT) program for inmates of the Community Justice Center. Compensation shall not exceed \$83,000 and is funded by the 1/10th of 1% chemical dependency or mental health treatment sales tax. The Agreement is ratified to commence on July 1, 2018, and continue until December 31, 2018. **(Contract No. C20180367)**
13. Personal Services Agreement with SPARC to provide early intervention services for eligible infants and toddlers with developmental delays and their families living in Skagit County as outlined in this Agreement. Compensation shall not exceed \$80,414 and is funded by Washington State Developmental Disability funds. The Agreement is ratified to commence on July 1, 2018, and continue until June 30, 2019. **(Contract No. C20180368)**
14. Personal Services Agreement with Sutherland Design Works to assist with the design, creation and publication of public health assessment, planning reports and community education materials. Compensation shall not exceed \$4,000, is based on a fee schedule and supported by the Population Health Trust Advisory Committee. The Agreement shall commence on the date of execution and continue until December 31, 2018. **(Contract No. C20180369)**

i) PUBLIC WORKS:

15. Resolution granting voting authority to the Skagit County Board of Commissioners' representative on the Solid Waste System Governance Board for approval of the Solid Waste Rate Structure. **(Resolution No. R20180139)**
16. Amendment No. 1 to Interagency Agreement with Washington State Department of Agriculture (Contract No. K2273), Skagit County Contract No. C20170378, to provide Skagit County funding for the control of invasive knotweed species on Grandy Creek and Samish River and associated tributaries in Skagit County. This Amendment increases compensation by \$7,000 to augment knotweed control activities. Total Compensation shall not exceed \$27,000. The term remains the same and shall continue through June 30, 2019. All other terms and conditions of the original Agreement shall remain in effect. **(Amendment No. A20180096)**
17. Personal Services Agreement with Anchor QEA to provide the final design for the habitat restoration project, Project Number 16-1652P, on the South Fork of the Skagit River. Compensation shall not exceed \$200,000 and is funded by the Washington State Recreation and Conservation Office, Skagit County Contract No. C20180136. The Agreement is ratified to commence on June 18, 2018, and shall continue until June 30, 2019. **(Contract No. C20180370)**

2. MISCELLANEOUS AGENDA (items 1 through 3):

Information Services Director Mike Almvig provided additional information about Consent Agenda item no. 1.

a) INFORMATION SERVICES:

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

The vote passed unanimously. Chair Kenneth A. Dahlstedt's absence was excused

1. Personal Services Agreement with Ryan Walters to provide project management services related to the County's new permit tracking software. Compensation shall not exceed \$27,500 and is based on an hourly rate schedule. The Agreement shall commence on the date of execution and continue until December 31, 2019. **(Contract No. C20180371)**
- b) PUBLIC HEALTH:
 2. Amendment No. 1 to Subrecipient Agreement No. C20180140 with Community Action of Skagit County to carry out projects under the Washington State Community Development Block Grant (CDBG) Program for the Skagit CDBG Microenterprise Assistance for On-Farm Infrastructure Project in compliance with all applicable local, state and federal laws, regulations and policies. This Amendment extends the term by six (6) months, ending June 30, 2019, due to the extension granted by the Department of Commerce. Compensation to Community Action remains the same and shall not exceed \$600,000. All other terms and conditions of the original Agreement shall remain in effect. **(This item was pulled, it will be brought back on the 08-06-2018 Miscellaneous Agenda.)**
 3. Amendment No. 1 HOME Program Agreement No. C20170181 with Home Trust of Skagit to designate Home Trust of Skagit as a Subrecipient to use HOME Funds to provide downpayment assistance to qualified homebuyers in furtherance of its goal to increase access to housing for individuals and families who are prepared for homeownership. This Amendment revises and replaces PART I, Specific Terms and Conditions, Exhibit "A" Policies and Procedures, and Exhibit "C" Scope of Work to conform to the HOME regulations. Compensation remains the same and shall not exceed \$60,000. The term remains the same and shall continue until June 30, 2021. All other terms and conditions of the original Agreement shall remain in effect. **(This item was pulled, it will be brought back on the 08-06-2018 Miscellaneous Agenda.)**
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 WEX Health Inc. dba Benefitfocus from Clearing Fund 696 in the total dollar amount of \$137,211.76 (Transmittal No. C-105-18); and
 - b) ACH Transfer Request Form and Certification to Trusteed Plans Services Corporation from Clearing Fund 696 in the total dollar amount of \$131,836.17 (Transmittal No. C-106-18); and
 - c) Warrants numbered 484925 through 485234 from Clearing Fund 696 in the total dollar amount of \$8,340,326.21 (Transmittal No. C-108-18); and
 - d) ACH Transfer Request Form and Certification to Delta Dental from Clearing Fund 696 in the total dollar amount of \$53,950.58 (Transmittal No. C-109-18); and

- e) ACH Transfer Request Form and Certification to Trusteed Plans Services Corporation from Clearing Fund 696 in the total dollar amount of \$254,999.26 (Transmittal No. C-110-18).

Commissioner Janicki recessed the proceedings at 1:47 p.m.

- b) *2:30 p.m. - 3:30 p.m. Executive Session (Potential Litigation - RCW 42.30.110(1)(i))

Commissioner Janicki reconvened the proceedings at 2:38 p.m. and announced that they would be going into an executive session for approximately one hour regarding potential litigation.

Chair Kenneth A. Dahlstedt (joined via teleconference at 2:45 p.m.), Commissioner Lisa Janicki, and Commissioner Ron Wesen attended an executive session on Monday, July 30, 2018, at 2:39 p.m. for Litigation - RCW 42.30.110(1)(i). (Matters relating to County enforcement actions, actual litigation, or potential litigation.) The following attorney was present at the executive session and gave legal advice to the Board of County Commissioners: Prosecutor Rich Weyrich, Senior Civil Deputy Prosecuting Attorney Will Honea. Other attendees: County Administrator Tim Holloran and Planning and Development Services Director Hal Hart.

Commissioner Janicki announced that the executive session had ended at 3:39 p.m. and that no action had taken place.

- c) *3:30 p.m. - 4:00 p.m. Executive Session (None Scheduled as of the Date of this Notice)

There were no executive sessions from 3:30 p.m. to 4:00 p.m.

IV. ADJOURNMENT:

Commissioner Janicki adjourned the proceedings at 3:39 p.m.

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

Kenneth A. Dahlstedt, Chair

Lisa Janicki, Commissioner

Ron Wesen, Commissioner

ATTEST:

Clerk of the Board
