

**RECORD OF THE PROCEEDINGS
SKAGIT COUNTY BOARD OF COMMISSIONERS
MONDAY, OCTOBER 22, 2018**

The Skagit County Board of Commissioners met in regular session on Monday, October 22, 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 8:45 a.m.

III. AGENDA:

- a) *8:45 a.m. - 9:45 a.m. Briefing – County Commissioners/County Administrator with Planning and Development Services, Facilities, and Parks, Recreation and Fair
- b) *9:45 a.m. - 10:15 a.m. Monthly Briefing with Department of Emergency Management
- c) *10:30 a.m. - 11:00 a.m. Bi-Weekly Briefing with Public Works

d) PLEDGE OF ALLEGIANCE:

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

Prosecuting Attorney Rich Weyrich provided additional information about Consent Agenda item number 13.

Parks, Recreation and Fair Director Brian Adams provided additional information about Consent Agenda item number 12.

Project Manager Jennifer Swanson provided additional information about Consent Agenda item numbers 15, 16, and 17.

2. Consent Agenda for Monday, October 22, 2018 (items 1 through 21):

A motion was made by Commissioner Janicki to approve Consent Agenda items 1 through 21, including all items requiring ratification, vouchers and warrants for Monday, October 22, 2018. Commissioner Wesen seconded the motion.

The vote passed unanimously.

a) COMMISSIONERS:

- 1. Record of the Proceedings for Monday, October 15, 2018. **(Approved)**

2. Record of the Proceedings for Tuesday, October 16, 2018. **(Approved)**

b) ASSIGNED COUNSEL:

3. Personal Services Agreement with Sharon Fields, Attorney at Law, to provide consultation and representation relating to cases referred by the Office of Assigned Counsel 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. Compensation shall not exceed \$165,000 and is based on the hourly compensation and reimbursement schedule. The Agreement shall commence on January 1, 2019, and continue until December 31, 2020. **(Contract No. C20180521)**
4. Personal Services Agreement with Snohomish County Public Defenders Association to provide consultation and representation relating to cases referred by the Office of Assigned Counsel 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. Compensation shall not exceed \$184,240 and is based on a rate schedule. The Agreement shall commence on January 1, 2019, and continue until December 31, 2019. **(Contract No. C20180522)**

c) AUDITOR:

5. Amendment to Department of Licensing Contract No. C20140250 between Skagit County Auditor's Office and Subagent Sandra Paciotti and Adam Englund dba SB&C Ltd., through AMSI Vehicle Licensing Agency to provide vehicle and vessel licensing services. This Amendment changes the name of the DBA for the subagents to "AMSI Vehicle Licensing LLC". All other terms and conditions of the original Agreement shall remain in effect including the term which continues until June 30, 2019. **(Amendment No. A20180142)**

d) FACILITIES MANAGEMENT:

6. Amendment No. 1 to Personal Services Agreement No. C20170455 with ATS Automation, Inc. to provide building automation control system support, updates, and inspections at multiple properties. This Amendment adds installed building automation systems to the existing maintenance service contract following their one year warranty periods. Compensation is increased by \$7,870 and shall not exceed a new total of \$61,890. The additional service shall commence on January 1, 2019. The term remains the same and shall continue until December 31, 2020. All other terms and conditions of the original Agreement shall remain in effect. **(Amendment No. A20180143)**
7. Amendment No. 4 to Skagit County Contract No. C20150177, to Interagency Agreement No. K3376 with Washington State Department of Enterprise Services (DES) pursuant to RCW 39.34, for DES to provide future energy/utility conservation project management and monitoring services. This Amendment extends the term of the Agreement by one year for the measurement and verification of the Phase 4 Administrative Building Cooling and Ventilation project. Compensation remains the same which totals approximately \$3,198,905. The extended term shall expire on December 31, 2019. All other terms and conditions of the original Agreement and subsequent Amendments shall remain in effect. **(Amendment No. A20180144)**
8. Interagency Agreement with Washington State Department of Enterprise Services to provide future energy/utility conservation project management services to Skagit County and to authorize the development of the energy services proposal in a cost-effective, efficient manner. Compensation for authorized projects through this Agreement shall

be made by Amendment. The Agreement shall commence on the date of execution and continue through December 31, 2022. **(Contract No. C20180523)**

9. Vendor Services Agreement with Axthelm Construction, Inc. for improvements to the lobby and reception desk at the Administrative Building located at 1800 Continental Place in Mount Vernon. Compensation shall not exceed \$247,858.67 plus applicable tax. The Agreement shall commence on the date of execution and continue for six months. **(Contract No. C20180524)**

e) HUMAN RESOURCES:

10. Amendment to Collective Bargaining Agreement No. C20180205 between Skagit County and Professional and Technical Employees (PTE), Local #17: Department of Emergency Management (DEM), Public Health, Planning I, Geographic Information Services (GIS)/Planning II, and Senior Center Coordinators. This Amendment updates the finalized Appendix E – Senior Center Coordinators now that all terms and conditions have been agreed upon. The term of the Agreement remains the same, and shall continue through December 31, 2019. All other terms and conditions of the original Agreement shall remain in effect. **(Amendment No. A20180145)**

f) PARKS, RECREATION AND FAIRGROUNDS:

11. Contract with the Washington State Department of Commerce for the acceptance of a grant award in the amount of \$485,000 for capital expenditures related to the design and construction of the Skagit County Veterans Community Park at the Northern State Recreation Area located on Helmick Road in Sedro-Woolley. The Contract is ratified to commence on January 19, 2018, and end on June 30, 2021. **(Contract No. C20180525)**
12. Personal Services Agreement with EccosDesign, LLC to provide services related to the planning and development of parks to fulfill the objectives of the Parks and Recreation Comprehensive Plan. Compensation shall not exceed \$30,000 and is based on an hourly rate schedule. This two year Agreement shall commence on the date of execution and continue until December 31, 2020. **(Contract No. C20180526)**

g) PROSECUTING ATTORNEY:

13. Agreement with Axon Enterprise, Inc. for the delivery, use and support from Axon for Evidence.com to be used for the purpose of transferring and storing bodycam video from the Sedro-Woolley Police Department for use in video discovery recordings for the Skagit County Prosecuting Attorney's Office. No compensation is associated with this Agreement. The Agreement shall commence on the date of execution and will continue until terminated or after five years. **(Contract No. C20180527)**

h) PUBLIC HEALTH:

14. Interlocal Cooperative Agreement with Whatcom County for the provision of facilitating activities in Skagit County as part of the Regional Marijuana Prevention Grant, including actively engaging in the Regional Marijuana Prevention Network, reaching out to decision makers to promote prevention and actively participating in regional efforts to reduce youth access to marijuana. Compensation to Skagit County shall not exceed \$26,000. The Agreement is ratified to commence on July 1, 2018, and continue until July 31, 2019. **(Contract No. C20180528)**

i) PUBLIC WORKS:

15. Resolution for the approval of maps, plans and specifications and calling for bids for the Samish River Bridge Repair (Old Hwy 99 N) Project #ES50510-9; Federal Aid #BHS-M291(007). The bid opening is scheduled to take place on

Thursday, November 15, 2018, at 2:00 p.m. in the Commissioners' Hearing Room. **(Resolution No. R20180184)**

16. Resolution for the approval of maps, plans and specifications and calling for bids for the Friday Creek Bridge Repairs (Old Hwy 99) Project #ES40115-1; Federal Aid #BHS-M291(008). The bid opening is scheduled to take place on Thursday, November 15, 2018, at 2:30 p.m. in the Commissioners' Hearing Room. **(Resolution No. R20180185)**
17. Amendment No. 1 to Overpass Agreement No. C20160406 between Burlington Northern Santa Fe Railway Company (BNSF) and Skagit County for the Burlington Northern Overpass Project #ES50510-8, Federal Aid #BRS-M291(006), to allow Skagit County to proceed with demolishing and constructing the Burlington Northern Overpass, which is within BNSF Railway right-of-way and also includes provisions for flagging, project coordinator, engineering, and inspection services as required by BNSF. This Amendment modifies certain provisions of the Agreement to extend the term of the Temporary Construction License from October 24, 2018, to February 28, 2019 and increases compensation by \$415 for a new total amount not to exceed an estimated project cost of \$336,206. All other terms and conditions of the original Agreement shall remain in effect. **(Amendment No. A20180146)**
18. Supplemental Agreement No. 7 to Local Agency Standard Consultant Agreement No. C20130217 with BergerABAM Inc. to provide engineering and environmental services for the Burlington Northern Overpass, Project #ES50510-8. This supplement updates the job classification rates and extends the term from December 31, 2018, to March 31, 2019. Compensation remains the same and shall not to exceed \$1,727,107. All other terms and conditions of the original Agreement and subsequent Amendments shall remain in effect. **(Amendment No. A20180147)**
19. Vendor Services Agreement with Industrial Power Supply, Inc. dba Skagit Hydraulics for maintenance and repairs to hydraulic cylinders, pumps, motors and valves and machine work to county owned vehicles and equipment. Compensation shall not exceed \$23,500 and is based on an hourly rate schedule. The Agreement shall commence on the date of execution and continue for one year. **(Contract No. C20180529)**
20. Vendor Services Agreement with Culbetsen Marine Construction, Inc. for the emergency repairs of the Anacortes Dock Breakwater per Resolution No. R20180162. Compensation shall not exceed \$11,479.74. The Agreement is ratified to commence on September 4, 2018, and shall continue until completed but not longer than one year. **(Contract No. C20180530)**
21. Personal Services Agreement with Harmsen & Associates, Inc. to provide surveying services on an as needed basis for Non-Federally funded projects. Compensation shall not exceed \$50,000 and is based on a rate schedule. The Agreement shall commence on the date of execution and continue for 2 years. At the discretion of the County, the Agreement may be extended for up to 1 additional year. **(Contract No. C20180531)**

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 Services Corporation from Clearing Fund 696 in the total dollar amount of \$84,906.85 (Transmittal No. C-148-18); and
 - b) ACH Transfer Request Form and Certification to Trusteed Plans Services Corporation from Clearing Fund 696 in the total dollar amount of \$186,667.77 (Transmittal No. C-149-18); and

c) Warrants numbered 488879 through 489292 from Clearing Fund 696 in the total dollar amount of \$2,155,474.80 (Transmittal No. C-150-18).

f) *2:30 p.m. - 4:00 p.m. Executive Session (None Scheduled as of the Date of this Notice)

No executive sessions were scheduled for the week of October 22, 2018.

III. ADJOURNMENT:

Chair Dahlstedt adjourned the proceedings at 1:50 p.m.

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

Kenneth A. Dahlstedt, Chair

Lisa Janicki, Commissioner

Ron Wesen, Commissioner

ATTEST:

Clerk of the Board