

**RECORD OF THE PROCEEDINGS
SKAGIT COUNTY BOARD OF COMMISSIONERS
MONDAY, FEBRUARY 3, 2020**

The Skagit County Board of Commissioners met in regular session on Monday, February 3, 2020, with Chair Ron Wesen, Commissioner Kenneth A. Dahlstedt, and Commissioner Lisa Janicki present.

I. CALL TO ORDER:

Chair Wesen called the proceedings to order 8:45 a.m.

II. AGENDA:

- a) *8:45 a.m. - 9:45 a.m. Briefing - County Administrator, Public Works, Planning and Development Services, Emergency Medical Services, and Public Health

Chair Wesen called the briefing to order at 8:45 a.m. The purpose of the briefing was for Public Works, Planning and Development Services, Emergency Medical Services, and Public Health to provide an update. Public Health was excused.

Attendees:

Chair Ron Wesen
Commissioner Ken Dahlstedt
Commissioner Lisa Janicki
County Administrator Trisha Logue
Deputy County Administrator Kayla Schott-Bresler
Chief Civil Deputy Prosecuting Attorney Melinda Miller
Public Works Director Dan Berentson
County Engineer Paul Randall-Grutter
Planning and Development Services Director Hal Hart
Emergency Medical Services Director Josh Pelonio
Emergency Medical Services Training and Quality Specialist Michael Kirkman

Chair Wesen recessed the proceedings at 9:26 a.m.

Link to briefing agendas:

<ftp://ftp.skagitcounty.net/countycommissioners/documents/agendapackets/02032020/>

- b) PLEDGE OF ALLEGIANCE:

Chair Wesen reconvened the proceedings at 10:30 a.m. and led the gallery in the salute to the flag.

- c) 10:30 a.m. - 11:00 a.m. Parks, Recreation & Fair - Brian Adams, Director:

Chair Wesen introduced Brian Adams.

1. Discussion/Possible Action: Resolution to Update the Current Skagit County Parks and Recreation Comprehensive Plan and Approve the Submission to the Planning Commission for Inclusion with the Public Docket

Director Adams presented the Skagit County Parks and Recreation Comprehensive Plan to the Board and informed them that after approval of the plan, it would be submitted to Planning and Development Services for inclusion on the annual docket to go through the public process with the Planning Commission.

Mr. Adams said the Comprehensive Plan would also be provided to Washington State Recreation and Conservation Office (RCO). RCO needed the current plan on file in order to accept grant applications from Skagit County.

Mr. Adams recognized and appreciated the work by the members serving on the Skagit

County Parks and Recreation Advisory Board (PRAB) who helped update the plan. They had reviewed it chapter-by-chapter, held multiple community meetings, and considered information received through community surveys for guidance on updates to the plan.

Parks and Recreation Advisory Board member Tim Manns was present and spoke about the diverseness of the board and their commitment to positive community health through parks and recreation.

The Commissioners commented on the plan and thanked the PRAB and Director Brian Adams for their work to update the plan. Further discussion was held regarding methodology and some of the data contained in the plan.

A motion was made by Commissioner Dahlstedt to approve the Resolution to update the current Skagit County Parks and Recreation Comprehensive Plan and approve the inclusion of the plan on the public docket for the Planning Commission (**Resolution No. R20200017**) Commissioner Janicki seconded the motion.

The vote passed unanimously.

2. Miscellaneous

There were no miscellaneous items to discuss.

Chair Wesen recessed the proceedings at 10:49 a.m.

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

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

1. CONSENT AGENDA ITEMS FOR FURTHER DISCUSSION:

Solid Waste Division Manager Margo Gillaspy provided additional information on item 10.

2. CONSENT AGENDA FOR MONDAY, FEBRUARY 3, 2020 (items 1 through 12):

A motion was made by Chair Wesen to approve Consent Agenda items 1 through 12, including all items requiring ratification, vouchers and warrants for Monday, February 3, 2020. Commissioner Dahlstedt seconded the motion.

The vote passed unanimously.

a) COMMISSIONERS:

1. Record of the Proceedings for Tuesday, January 28, 2020. (**Approved**)

b) BUDGET AND FINANCE:

2. Funding Agreement with Economic Development Alliance of Skagit County to award \$10,000 in Lodging Tax funds to support marketing and advertising as authorized by Resolution No. R20190193. The Agreement is ratified to commence on November 1, 2019, and continues through December 31, 2020. (**Contract No. C20200037**)
3. Funding Agreement with Shakespeare Northwest Association to award \$1,000 in Lodging Tax funds to support marketing and advertising as authorized by Resolution No. R20190193. The Agreement is ratified to commence on January 1, 2020, and continues through December 31, 2020. (**Contract No. C20200038**)

c) INFORMATION SERVICES:

4. Amendment No. 38 to Contract No. 00484 with Spillman Technologies, Inc. for the installation of one (1) additional Fire Mobile Client License for

Fire District 02. Compensation is increased by \$706.55 plus annual maintenance fees that shall be aligned with Skagit County's primary maintenance in September of each year. New estimated compensation amount shall not exceed \$1,033,563.77 plus associated taxes and maintenance costs. All other terms and conditions of the original Agreement and prior Amendments shall remain in effect. **(Amendment No. A20200009)**

5. Statement of Work Agreement with CDW Government, LLC for the assessment, configuration, design, implementation, support, and training to support Skagit County's networking environment and new hardware. Support may occur onsite or remotely. Compensation is expected not to exceed a total of \$10,000 and is based on an hourly rate schedule. The Agreement shall commence on the date of execution and continue for one year. **(Contract No. C20200039)**
 6. Subscription Agreement with West, a Thompson Reuters business for the use of West Proflex legal research products for use by the Prosecuting Attorney and Public Defender's Offices. Compensation is based on a monthly subscription fee of \$1,707.81 for the first 12 months and is increased by 1% for the following two years. Total compensation is estimated not to exceed \$69,000. The Agreement shall commence on the date of execution and continue through December 31, 2022. **(Contract No. C20200040)**
- d) PROSECUTING ATTORNEY:
7. Personal Services Agreement with Atterbury Consultants, Inc. to provide consulting services related to litigation involving forest lands and the Washington State Department of Natural Resources. Compensation shall not exceed \$20,000 and is based on an hourly rate schedule. The Agreement is ratified to commence on January 1, 2020, and shall continue until December 31, 2020. **(Contract No. C20200041)**
- e) PUBLIC HEALTH:
8. Interlocal Cooperative Agreement with the City of Sedro-Woolley to facilitate a Senior Services Program, including providing congregate, liquid, and delivered meals to the Sedro-Woolley community. Compensation to Skagit County shall not exceed \$21,054. The Agreement is ratified to commence on January 1, 2020, and continue through December 31, 2020. **(Contract No. C20200042)**
 9. Personal Services Agreement with Eric Chambers to provide professional planning and grant application writing services to Skagit County Public Health department for the purposes of responding to Health Care Authority (HCA) Law Enforcement Assisted Diversion Request for Applications (RFA) RFA No. 4007. Compensation is based on a fee schedule and shall not exceed \$6,000. The Agreement is ratified to commence on December 31, 2019, and continue until January 31, 2020. **(Contract No. C20200043)**
- f) PUBLIC WORKS:
10. Street Waste Facility Use Agreement with Herron Valley, Inc. dba Bayside Services to provide access to the Skagit County Waste Facility to dispose of waste generated from cleaning streets and stormwater drainage systems. The Agreement shall commence on the date of execution and continue for two years. Herron Valley, Inc. shall pay the established fees which are outlined in Skagit County's Solid Waste Disposal Rates. **(Contract No. C20200044)**
 11. Construction Contract Agreement with Combined Construction, Inc. for the Ferry Terminal Maintenance Project #FETM16-1. Compensation shall not exceed \$324,075 which was awarded through the bidding process by

Resolution No. R20200003. The Agreement shall commence on the date of execution and continue until the project acceptance date. **(Contract No. C20200045)**

g) RISK MANAGEMENT:

12. Personal Services Agreement with Integrity Safety to provide qualified instructors and associated materials and certifications for various safety and health trainings as requested by Risk Management. Compensation shall not exceed \$25,000 per year for instructor fees and pre-approved travel expenses. The Agreement shall commence on the date of execution and continue until December 31, 2020. **(Contract No. C20200046)**

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 Service Corporation from Clearing Fund 696 in the total dollar amount of \$3,965.52 (Transmittal No. C-12-20); and
- b) Warrants numbered 512765 through 512765 from Clearing Fund 696 in the total dollar amount of \$10,000.00 (Transmittal No. C-13-20); and
- c) ACH Transfer Request Form and Certification to Trusteed Plans Service Corporation from Clearing Fund 696 in the total dollar amount of \$182,239.57 (Transmittal No. C-14-20); and
- d) ACH Transfer Request Form and Certification to Delta Dental from Clearing Fund 696 in the total dollar amount of \$55,916.87 (Transmittal No. C-15-20); and
- e) Warrants numbered 512766 through 513044 from Clearing Fund 696 in the total dollar amount of \$1,542,407.28 (Transmittal No. C-16-20).

- e) *3:30 p.m. - 4:30 p.m. Executive Session (Potential Litigation - RCW 42.30.110(1)(i))

Chair Wesen reconvened the proceedings at 3:33 p.m. and announced that they would be going into an executive session for approximately one hour regarding potential litigation.

Chair Ron Wesen, Commissioner Kenneth A. Dahlstedt and Commissioner Lisa Janicki attended an executive session on Monday, February 3, 2020, at 3:33 p.m. for Potential Litigation – RCW 42.30.110(1)(i). (Matters relating to County enforcement actions, actual litigation, or potential litigation). The following attorneys were present at the executive session and gave legal advice to the Board of County Commissioners: Prosecuting Attorney Richard Weyrich and Civil Deputy Prosecuting Attorney Will Honea. Other attendees included: County Administrator Trisha Logue and Deputy County Administrator Kayla Schott-Bresler.

Chair Wesen announced that the executive session had ended at 4:25 p.m. and that no action had taken place.

III. ADJOURNMENT:

Chair Wesen adjourned the proceedings at 4:25 p.m.

*Note, to obtain an audio or video recording of this meeting; please contact the Skagit County Commissioners' office.

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

Ron Wesen, Chair

Kenneth A. Dahlstedt, Commissioner

Lisa Janicki, Commissioner

ATTEST:

Clerk of the Board