

**RECORD OF THE PROCEEDINGS
SKAGIT COUNTY BOARD OF COMMISSIONERS
MONDAY, FEBRUARY 10, 2020**

The Skagit County Board of Commissioners met in regular session on Monday, February 10, 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 at 8:45 a.m.

II. AGENDA:

- a) *8:45 a.m. - 9:45 a.m. Briefing - County Commissioners/County Administrator with Planning and Development Services, Human Resources/Risk Management, Central Services: Information Services, Geographic Information Services and Records Management Departments

Chair Wesen called the briefing to order at 8:45 a.m. The purpose of the briefing was for Planning and Development Services and Central Services departments to provide a weekly update.

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
Planning and Development Services Director Hal Hart
Information Services Director Mike Almvg
Geographic Information Services Manager Geoff Almvg

Chair Wesen recessed the proceedings at 9:45 a.m.

Link to agendas:

<ftp://ftp.skagitcounty.net/countycommissioners/documents/agendapackets/02102020/>

- b) *9:45 a.m. - 10:15 a.m. Bi-Weekly Briefing - Public Works Department

Chair Wesen called the briefing to order at 9:45 a.m. The purpose of the briefing was for the Public Works department to provide a bi-weekly update.

Attendees:

Chair Ron Wesen
Commissioner Ken Dahlstedt
Commissioner Lisa Janicki
County Administrator Trisha Logue
Deputy County Administrator Kayla Schott-Bresler
Civil Deputy Prosecuting Attorney Stephen Fallquist
Public Works Director Dan Berentson
County Engineer Paul Randall-Grutter

Chair Wesen recessed the proceedings at 10:15 a.m.

Link to agenda:

<ftp://ftp.skagitcounty.net/countycommissioners/documents/agendapackets/02102020/>

C) PLEDGE OF ALLEGIANCE:

Chair Wesen reconvened the proceedings at 1:30 p.m. and led the gallery in the salute to the flag.

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

1. Consent Agenda Items for Further Discussion:

Chief Deputy Assessor Annette DeVoe provided additional information about Consent Agenda item 7.

GIS Manager Geoff Almvig provided additional information about Consent Agenda item 12.

Natural Resources Division Manager Michael See provided additional information about Consent Agenda item 21.

Project Manager Jennifer Swanson provided additional information about Consent Agenda items 22 and 23.

2. CONSENT AGENDA FOR MONDAY, FEBRUARY 10, 2020 (items 1 through 27):

A motion was made by Commissioner Janicki to approve the Consent Agenda items 1 through 7 and items 9 through 27, including all items requiring ratification, vouchers and warrants, for Monday, February 10, 2020. (It was noted that item 8 was pulled from the Consent Agenda) Commissioner Dahlstedt seconded the motion.

The vote passed unanimously.

a) COMMISSIONERS:

1. Record of the Proceedings for Monday, January 27, 2020. **(Approved)**
2. Record of the Proceedings for Friday, January 31, 2020. **(Approved)**
3. Record of the Proceedings for Monday, February 3, 2020. **(Approved)**
4. Record of the Proceedings for Wednesday, February 5, 2020. **(Approved)**
5. Resolution to appoint Rachael Ward Sparwasser to the Agricultural Advisory Board, representing Commissioner District 2, for a three-year term ending December 31, 2022. **(Resolution No. R20200018)**
6. Resolution amending Skagit County Resolution No. R20180178 appointing members to the Skagit County Marine Resources Committee (MRC) and updating the membership roster as illustrated in Exhibit "A". **(Resolution No. R20200019)**

b) ADMINISTRATIVE SERVICES:

7. Resolution to distribute timber revenue due to the Blanchard inter-Trust land exchange. **(Resolution No. R20200020)**
8. Interlocal Cooperative Agreement with Washington State University for the provision of educational programs provided by Cooperative Extension Services in five Extension Program areas of Agriculture and Natural Resources; Family & Consumer Sciences, and Food Access; 4-H/Youth Development; Strengthening Families Program; and Pollution Identification and Correction Program Outreach. Compensation to WSU is based on a fee schedule coordinated with Skagit County Administrative Services, Public Health and Public Works departments and shall not exceed \$385,176. The Agreement is ratified to commence on January 1, 2020, and continue until December 31, 2020. **(This item was pulled from the Consent Agenda. It will be considered for approval on a future Consent Agenda.)**

c) BUDGET AND FINANCE:

9. Funding Agreement with McIntyre Hall Performing Arts and Conference Center (Skagit Valley College), which awards \$16,000 of Lodging Tax funds to support marketing and advertising as authorized by Resolution No. R20190193. The Agreement commenced on January 1, 2020, and continues until December 31, 2020. **(Contract No. C20200049)**
 10. Funding Agreement with Sedro-Woolley Museum, which awards \$2,000 of Lodging Tax funds to support marketing and advertising as authorized by Resolution No. R20190193. The Agreement commenced on January 1, 2020, and continues until December 31, 2020. **(Contract No. C20200050)**
 11. Resolution establishing Skagit County's Insurance Cost Assessment Policy for fiscal year 2019. **(Resolution No. R20200021)**
- d) GEOGRAPHIC INFORMATION SERVICES:
12. Resolution to establish a Geographic Information Services (GIS) Cost Allocation Plan for the allocation of GIS indirect costs (shared services). **(Resolution No. R20200022)**
- e) HUMAN RESOURCES:
13. Personal Services Agreement with Sullivan Road Insurance to provide benefit brokerage services for Skagit County. Compensation is based on a rate schedule and shall not exceed \$82,000. The Agreement shall commence on the date of execution and continue until December 31, 2020. **(Contract No. C20200051)**
 14. Memorandum of Agreement (Amendment No. 2) to Collective Bargaining Agreement C20180206 with Teamsters Union, Local 231 representing employees in District and Superior Courts, Clerk, Assessor, Treasurer, Auditor, Records Management, Parks and Recreation and Facilities Management. This Memorandum extends the labor agreement by two years. The Memorandum shall continue until December 31, 2021. **(Amendment No. A20200010)**
- f) OFFICE OF JUVENILE COURT:
15. Interlocal Cooperative Agreement with the Sauk-Suiattle Indian Tribe to provide detention facilities for tribal juvenile offenders through the use of the Skagit County detention facility operated by Skagit County Juvenile Court. The Tribe agrees to pay the County a daily fee for the housing of juveniles while in detention at a rate of \$124 per day per juvenile. The Agreement is ratified to commence on January 1, 2020, and continue through December 31, 2021. **(Contract No. C20200052)**
- g) PUBLIC HEALTH:
16. Grant Award from the United Way of Skagit County to partially fund the maintenance and hosting of the Skagit County Trends Website. Eastern Washington University's Institute for Public Policy and Economic Analysis (IPPEA) will maintain and host the website with indicators that include: population, agriculture, culture & tourism, economic vitality, education, environment, health, housing, public safety, and transportation. Compensation to Skagit County shall not exceed \$2,000. The Agreement is ratified to commence on January 1, 2020, and continue until December 31, 2020. **(Contract No. C20200053)**
 17. Amendment No. 1 to Personal Services Agreement with Sherwood Community Services, Skagit County Contract No. C20190459, to provide "Pathways to Employment" and "Community Inclusion" services to eligible individuals with developmental disabilities. This Amendment changes the reimbursement rate for providing Community Inclusion services from \$34

per hour to \$35 per hour. Compensation remains the same and shall not exceed \$75,000, is based on a rate schedule and is funded through the Developmental Disabilities Administration Professional Services Funding. The Agreement term remains the same and shall continue until June 30, 2020. All other terms and conditions of the original Agreement shall remain in effect. **(Amendment No. A20200011)**

18. Amendment No. 1 to Personal Services Agreement with Washington Vocational Services, Skagit County Contract No. C20190454, to provide "Pathways to Employment" and "Community Inclusion" services to eligible individuals with developmental disabilities. This Amendment changes the reimbursement rate for providing Community Inclusion services from \$34 per hour to \$35 per hour. Compensation remains the same and shall not exceed \$650,000, is based on a rate schedule, and is funded by Developmental Disabilities Administration Professional Services Funding. The Agreement term remains the same and shall continue until June 30, 2020. All other terms and conditions of the original Agreement shall remain in effect. **(Amendment No. A20200012)**
19. Amendment No. 1 to Personal Services Agreement with Chinook Enterprises, Skagit County Contract No. C20190456, to provide "Pathways to Employment" and "Community Inclusion" services to eligible individuals with developmental disabilities. This Amendment changes the reimbursement rate for providing Community Inclusion services from \$34 per hour to \$35 per hour. Compensation remains the same and shall not exceed \$650,000, is based on a rate schedule, and is funded by Developmental Disabilities Administration Professional Services Funding. The Agreement term remains the same and shall continue until June 30, 2020. All other terms and conditions of the original Agreement shall remain in effect. **(Amendment No. A20200013)**
20. Amendment No. 1 to Personal Services Agreement with Service Alternatives, Inc., Skagit County Contract No. C20190457, to provide "Pathways to Employment" and "Community Inclusion" services to eligible individuals with developmental disabilities. This Amendment changes the reimbursement rate for providing Community Inclusion services from \$34 per hour to \$35 per hour. Compensation remains the same and shall not exceed \$200,000, is based on a rate schedule, and is funded by Developmental Disabilities Administration Professional Services Funding. The Agreement term remains the same and shall continue until June 30, 2020. All other terms and conditions of the original Agreement shall remain in effect. **(Amendment No. A20200014)**

h) PUBLIC WORKS:

21. Interlocal Cooperative Agreement with Skagit Conservation District (SCD) to coordinate on the development, implementation and maintenance of water quality programs in Skagit County and to utilize the SCD to meet the goals of Skagit County's Shellfish Protection District, in accordance with RCW 90.72. Compensation to SCD is based on a reimbursement for work performed schedule and shall not exceed \$263,000. The Agreement is ratified to commence on January 1, 2020, and continue until December 31, 2020. **(Contract No. C20200054)**
22. Local Agency A&E Professional Services Negotiated Hourly Rate Consultant Agreement with KPFF Inc. to provide professional services necessary to complete cultural resources assessment, permitting, and final design for the correction of the culvert and associated fishway at Cedardale Road over Fisher Creek, for the Cedardale Road (Fisher Creek Culvert) Project #ES70550-5 and RCO #19-1581P. Compensation to KPFF Inc. is based on a fee schedule and shall not exceed \$272,356. The Agreement commences on the date of mutual execution and ends on February 28, 2022. **(Contract No. C20200055)**
23. Local Agency A&E Professional Services Negotiated Hourly Rate

Consultant Agreement with KPFF Inc. to provide professional services necessary to complete cultural resources assessment, permitting, and final design for the correction of the culvert and associated fishway at Starbird Road over Fisher Creek, for the Starbird Road (Fisher Creek Culvert) Project #ES82000-3 and RCO #19-1638P. Compensation to KPFF Inc. is based on a fee schedule and shall not exceed \$177,685. The Agreement commences on the date of mutual execution and ends on February 28, 2022. **(Contract No. C20200056)**

24. Vendor Services Agreement with Diversified Inspections / ITL to perform annual inspections on cranes, hoists, man lift trucks and the new crane truck. Compensation is based on a fee schedule and shall not exceed \$15,000. The Agreement shall commence on the date of execution and continue for two years. **(Contract No. C20200057)**
25. Vendor Services Agreement with Meyer Sign and Advertising Company to create renditions of the existing Skagit County logos and installation of logos on new or used Skagit County vehicles or equipment. Compensation is based on a rate schedule and shall not exceed \$15,000. The Agreement shall commence on the date of execution and continue for two years. **(Contract No. C20200058)**

i) SHERIFF:

26. Interagency Agreement with the Washington State Department of Corrections (DOC) for the purpose of maximizing the efficient and cost effective use of existing resources and to provide adequate facilities and programs for the confinement, care, and treatment of DOC offenders. Skagit County will bill the per diem rate of \$89.25 per DOC offender. The Agreement is ratified to commence on January 1, 2020, and continue until June 30, 2021. **(Contract No. C20200059)**
27. Amendment No. 3 to Organized Crime Drug Enforcement Task Forces (OCDETF) Investigation/Strategic Initiative Number PA-WAW-0340 for fiscal year 2020, Skagit County Contract No. C20190571, for the purpose of receiving reimbursement for costs incurred by the Skagit County Sheriff's Office in providing resources to joint operations/task forces. This Amendment increases compensation by \$1,727.90 for the obligation of additional funding resources towards joint operations/task forces. Total reimbursement to Skagit County shall not exceed \$11,727.90. The term remains the same and shall continue until September 30, 2020. All other terms and conditions of the original Agreement and prior Amendments shall remain in effect. **(Amendment No. A20200015)**

3. Miscellaneous Agenda item for Further Discussion:

Commissioner Janicki announced that her son was a minor partner in Davido Consulting Group, Inc. and recused herself from voting on Miscellaneous Agenda item 1.

4. MISCELLANEOUS AGENDA (item 1):

A motion was made by Commissioner Dahlstedt to approve Miscellaneous Agenda item 1. Chair Wesen seconded the motion.

The vote passed unanimously.

a) FACILITIES MANAGEMENT:

1. Personal Services Agreement with Davido Consulting Group, Inc. to provide a seismic assessment and cost estimate for the Skagit County Courthouse, located at 205 West Kincaid Street in Mount Vernon. Compensation for the 4th floor removal project cost estimate shall not exceed \$5,000, any additional work will be billed per the hourly rate schedule. Total compensation shall not exceed \$7,500. The Agreement is

ratified to commence on February 1, 2020, and continue until December 31, 2020. **(Contract No. C20200060)**

5. **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 \$3,215.52 (Transmittal No. C-17-20); and
 - b) ACH Transfer Request Form and Certification to Trusteed Plans Service Corporation from Clearing Fund 696 in the total dollar amount of \$150,335.67 (Transmittal No. C-18-20); and
 - c) Warrants numbered 513045 through 513454 from Clearing Fund 696 in the total dollar amount of \$1,555,220.56 (Transmittal No. C-19-20); and
 - d) Payroll warrants numbered 430914 through 431652 in the total dollar amount of \$1,454,320.32 (Transmittal No. P-05-20); and
 - e) Junior District Payroll warrants numbered 824310 through 824383 in the total dollar amount of \$124,241.43 (Transmittal No. P-6-20).

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

Chair Wesen called the proceedings to order at 2:33 p.m. and announced that the Board would be entering into an executive session for approximately one (1) hour for potential litigation.

Chair Ron Wesen, Commissioner Kenneth A. Dahlstedt, and Commissioner Lisa Janicki attended an executive session on Monday, February 10, 2020, at 2:34 p.m. for Litigation - RCW 42.30.110(1)(i). (Matters relating to County enforcement actions, actual litigation, or potential litigation.) The following attorneys were present and provided legal advice to the Board of County Commissioners: Prosecutor Rich Weyrich, Chief Civil Deputy Prosecuting Attorney Melinda Miller and Civil Deputy Prosecuting Attorney Julie Nicoll. Other attendees: County Administrator Trisha Logue, Planning and Development Services Director Hal Hart, Building Inspector Jack Moore, Planning and Development Services Assistant Director Michael Cerbone and Long Range Planning Manager Peter Gill.

Chair Wesen announced that the executive session ended at 3:50 p.m. and that no action had been taken at the executive session.

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

There was no executive session from 3:30 p.m. to 4:00 p.m.

III. **ADJOURNMENT:**

Chair Wesen adjourned the proceedings at 3:50 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