

**RECORD OF THE PROCEEDINGS
SKAGIT COUNTY BOARD OF COMMISSIONERS
MONDAY, JANUARY 4, 2021**

The Skagit County Board of Commissioners met in regular session on Monday, January 4, 2021, with Chair Ron Wesen, Commissioner Peter Browning, and Commissioner Lisa Janicki present.

I. CALL TO ORDER:

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

II. AGENDA:

- a) 8:45 a.m. - 9:45 a.m. Briefing - County Administrator, Planning and Development Services, Public Works, Public Health and Emergency Medical Services (Listen to the meeting by calling: 1 (872) 240-3412 Access Code: 121 357 389 or join by computer: <https://global.gotomeeting.com/join/121357389>)

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

Attendees:

Chair Ron Wesen
Commissioner Peter Browning
Commissioner Lisa Janicki
County Administrator Trisha Logue
Chief Civil Deputy Prosecuting Attorney Melinda Miller
Public Works Director Dan Berentson
County Engineer Paul Randall-Grutter
Planning and Development Services Director Hal Hart
Public Health Director Jennifer Johnson
Emergency Medical Services Director Josh Pelonio
Communications Coordinator Laura Han
Noxious Weed Board Coordinator Joseph Shea
Records Management Director Cori Russell

Chair Wesen recessed the proceedings at 9:56 a.m.

Link to briefing documents:

<ftp://ftp.skagitcounty.net/countycommissioners/documents/agendapackets/01042021/>

- b) 12:00 p.m. - 1:00 p.m. Commissioners may attend Washington State Association of Counties (WSAC) Virtual Assembly hosted by WSAC

c) PLEDGE OF ALLEGIANCE:

Chair Wesen reconvened the virtual proceedings at 1:15 p.m. and led the gallery in the salute to the flag.

- d) *1:15 p.m. - 1:30 p.m. Election of 2021 Chair of the Board of County Commissioners (Watch the meeting live on Skagit21 Television, streamed online at www.skagitcounty.net/Skagit21 or listen to the meeting by calling: 1 (872) 240-3212 Access Code: 944 178 613 or join by computer: <https://global.gotomeeting.com/join/944178613>).

Chair Wesen discussed the annual tradition of rotating the Chair of the Board of County Commissioners at the first meeting of the year. He said that District 2 seat was scheduled to rotate to the position of Chair for 2021 but suggested that Commissioner Janicki be the Chair for 2021 since this was Commissioner Browning's first year in office.

A motion was made by Commissioner Browning to approve Commissioner Janicki being the Chair for 2021 and he recommend that he rotate to the Chair position for 2022, Commissioner Janicki seconded the motion. The vote passed unanimously.

- d) *1:30 p.m. - 1:45 p.m. Consent Agenda, Vouchers, Warrants and Miscellaneous Items (Watch the meeting live on Skagit21 Television, streamed online at www.skagitcounty.net/Skagit21 or listen to the meeting by calling: 1 (872) 240-3212 Access Code: 944 178 613 or join by computer: <https://global.gotomeeting.com/join/944178613>).

1. Consent Agenda Items for Further Discussion:

Natural Resources Division Manager Michael See provided additional information about Consent Agenda items 12, 13, 14 and 15.

2. CONSENT AGENDA FOR MONDAY, JANUARY 4, 2021 (items 1 through 15):

A motion was made by Commissioner Wesen to approve the Consent Agenda items 1 through 15, including all items requiring ratification, vouchers and warrants for Monday, January 4, 2021. Commissioner Browning seconded the motion. The vote passed unanimously.

- a) COMMISSIONERS:

1. Record of the Proceedings for Monday, December 28, 2020. **(Approved)**
2. Record of the Proceedings for Tuesday, December 29, 2020. **(Approved)**
3. Resolution to appoint Jim Sullivan to the Skagit County Noxious Weed Control Board District 1 seat. Mr. Sullivan will fill the unexpired term of Victor Jensen. His term shall expire on August 6, 2021. **(Resolution No. R20210001)**

- b) ASSIGNED COUNSEL:

4. Personal Services Agreement with Paula Plumer, Attorney at Law, to provide legal representation to individuals with Guardianship cases filed in Superior Court pursuant to RCW 11.130.200. Compensation is based on a fee schedule and shall not exceed \$100,000. The Agreement is ratified to commence on January 1, 2021, and continue until December 31, 2022. **(Contract No. C20210001)**

- c) EMERGENCY MANAGEMENT:

5. Grant Agreement No. E21-163 with the Washington State Military Department and the U.S. Department of Homeland Security to assist in preparing for all hazards through the sustainment and enhancement of programs as described in the Work Plan. Funding will be used to assist with training and exercises, planning, operational readiness, public education and outreach, and communications and warnings. Compensation to Skagit County shall not exceed \$70,864. The Grant Agreement is ratified to commence on June 1, 2020, and shall end on August 31, 2021. **(Contract No. C20210002)**

- d) FACILITIES MANAGEMENT:

6. Amendment No. 2 to Personal Services Agreement No. C20190305 with CML Security, LLC to perform maintenance of the security control electronics at the Skagit County Community Justice Center, located at 201 Suzanne Lane in Mount Vernon. This Amendment extends the term for contracted security electronics control maintenance services from August 14, 2021 to August 14, 2022, and increases compensation from \$30,000 to an amount not to exceed \$60,000. All other terms and conditions of the original Agreement and prior Amendment shall remain in effect. **(Amendment No. A20210001)**

7. Personal Services Agreement with Willdan Energy Solutions to provide development and design audit services as part of the evaluation for the installation of a solar powered system at the Skagit County Community Justice Center located at 201 Suzanne Lane in Mount Vernon. Compensation is based on a fee schedule and shall not exceed \$5,000. The Agreement shall commence on the date of execution and continue until December 31, 2021. **(Contract No. C20210003)**
- e) INFORMATION SERVICES:
 8. Personal Services Agreement with Dimensional Communications, Inc. for maintenance, support, upgrades, and troubleshooting services at locations listed in Attachment D of the contract. These locations are courtrooms, Community Justice Center, Skagit 21 and other offices. The Agreement shall commence on the date of execution and continue until December 31, 2021. Compensation is based on a fee schedule and is estimated not to exceed \$95,000 plus applicable tax. **(Contract No. C20210004)**
- f) PARKS, RECREATION AND FAIR:
 9. Personal Services Agreement with Eccos Design, LLC to provide services related to the planning and development of parks. Tasks may include, but are not limited to the following: planning and design components of projects outlined in the Capital Facilities Plan and the Skagit County Parks and Recreation Comprehensive Plan. Compensation is based on an hourly rate schedule and shall not exceed \$30,000 including all applicable taxes. The Agreement shall commence on the date of execution and continue until December 31, 2022. **(Contract No. C20210005)**
- g) PUBLIC WORKS:
 10. Resolution to call for bids for maintenance materials (liquid asphalt, gravel products, rock products, specialty and mixed asphalt products, and concrete products) with annual purchases expected to exceed \$25,000. The bid opening is scheduled to take place on Monday, February 8, 2021, at 3:00 p.m., or as soon thereafter as possible. Attendance will be remote by computer, tablet or smartphone:
<https://global.gotomeeting.com/join/220727813> or by telephone: 1 (646) 749-3122 Access Code: 220 727 813. **(Resolution No. R20210002)**
 11. Personal Services Agreement with Skagit Conservation Education Alliance (SCEA) to provide services in Skagit County to assist with the protection and improvement of water quality in saltwater shellfish growing areas, consistent with the goals of the County's Shellfish Protection District, and in accordance with RCW 90.72. Activities and program within the Samish and Padilla Bay watersheds will receive the highest priority. Compensation shall not exceed \$28,900 which is based on tasks performed or services rendered, labor, materials, supplies, equipment, and incidentals necessary to perform the work. The Agreement is ratified to commence on January 1, 2021, and continue until December 31, 2021. **(Contract No. C20210006)**
 12. Interlocal Cooperative Agreement with Skagit County Drainage and Irrigation District Consortium, LLC to allow the County to work with the Consortium on a reimbursable basis for assistance to be provided by the Consortium to the County related to coordinating Drainage and Irrigation District issues and matters. Compensation is based on reimbursement for the work and services performed and shall not exceed \$100,000. The Agreement shall commence on the date of mutual execution and continue until December 31, 2022. **(Contract No. C20210007)**
 13. Grant Agreement with the National Fish and Wildlife Foundation Agreement No. 0314.20.070536 to provide funding to complete construction and restoration of five (5) acres of off-channel pool habitat along the South Fork of the Skagit River. Compensation to Skagit County

shall not exceed \$200,000. The Agreement is ratified to commence on October 26, 2020, and continue until December 30, 2023. **(Contract No. C20210008)**

14. Personal Services Agreement with Anchor QEA, LLC to provide support through the bid process and completion of construction for the South Fork Delta Channel construction project. Compensation is based on a fee schedule and shall not exceed \$101,563. The Agreement is ratified to commence on December 15, 2020, and continue until December 31, 2022. **(Contract No. C20210009)**
15. Amendment No. 1 to Interlocal Cooperative Agreement No. C20190485 with Skagit County Drainage and Irrigation Improvement District 14 (Drainage District 14) to authorize the County to contribute financially to the Joe Leary Slough channel conveyance improvements between Farm-to-Market Road (County Road #31010) and the outlet of Joe Leary Slough. This Amendment updates the Terms of the Agreement and increases compensation from a reimbursable amount of \$110,000 to an amount not to exceed \$140,000. All other terms and conditions of the original Agreement shall remain in effect including the termination date of September 1, 2021. **(Amendment No. A20210002)**

3. MISCELLANEOUS AGENDA (item 1):

A motion was made by Commissioner Browning to approve Miscellaneous Agenda item 1. Commissioner Wesen seconded the motion. The vote passed unanimously. **(Contract No. C20210010)**

a) INFORMATION SERVICES:

1. Contract with Granicus to maintain software and hardware for streaming media services which allow the public to watch Commissioner meetings and other public meetings live and via the internet. Compensation is estimated at an amount not to exceed \$176,043.36 for the three-year term. The Agreement is ratified to commence on January 1, 2021, and continue until December 31, 2023. **(Contract No. C20210010)**

4. 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 \$33,989.01 (Transmittal No. C-151-20); and
 - b) ACH Transfer Request Form and Certification to Trusteed Plans Service Corporation from Clearing Fund 696 in the total dollar amount of \$182,945.80 (Transmittal No. C-152-20); and
 - c) Warrants numbered 525818 through 525967 from Clearing Fund 696 in the total dollar amount of \$1,300,426.84 (Transmittal No. C-153-20).

Chair Janicki recessed the proceedings at 1:42 p.m.

- e) *1:45 p.m. - 2:00 p.m. Discussion/Possible Action - Board of County Commissioners 2021 Committee Assignments (Watch the meeting live on Skagit21 Television, streamed online at www.skagitcounty.net/Skagit21 or listen to the meeting by calling: Call-In: 1 (646) 749-3122 Access Code: 396 274 237 or join by computer: <https://global.gotomeeting.com/join/396274237>).

Chair Janicki reconvened the proceedings at 1:45 p.m.

The Commissioners discussed their various boards, commissions and committees for 2021 and instructed to the clerk to make the necessary changes for each Commissioner District and bring it forward for consideration on Monday, January 11, 2021, at 1:00 p.m.

- 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 January 4, 2021.

III. ADJOURNMENT:

Chair Janicki adjourned the proceedings at 2:21 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