

**RECORD OF THE PROCEEDINGS
SKAGIT COUNTY BOARD OF COMMISSIONERS
MONDAY, JANUARY 11, 2021**

The Skagit County Board of Commissioners met in regular session on Monday, January 11, 2021, with Chair Lisa Janicki, Commissioner Peter Browning, and Commissioner Ron Wesen present.

I. CALL TO ORDER:

Chair Janicki called the telephonic proceedings to order at 8:47 a.m.

II. PLEDGE OF ALLEGIANCE:

Chair Janicki led the attendees in the salute to the flag.

III. AGENDA:

- a) *8:45 a.m. - 9:00 a.m. Appointment of District Court Judge (Watch the meeting live on Skagit21 Television, streamed online at www.skagitcounty.net/Skagit21 or listen to the meeting by calling: 1 (786) 535-3211 Access Code: 513 031 829 or join by computer: <https://global.gotomeeting.com/join/513031829>):

Human Resources/Risk Management Director Donnie LaPlante provided background information regarding the judicial vacancy in District Court and the need for the Commissioners to make an appointment. He noted that the vacancy was anticipated in the fall when Judge Verge ran unopposed for Skagit County Superior Court and pursuant to Washington state law the Board of County Commissioners had the authority and responsibility to appoint a qualified person to fill a District Court Judge vacancy. He said the position had been posted and advertised in October and that the Board reviewed and scored applications, conducted interviews with candidates, and in November made an official recommendation for Jennifer G. Howson to fill the position when the seat would become vacant in January. The term of the appointment will run through 2022, at which time candidates would run for the position for voters to decide.

1. Possible Action: Resolution Appointing Jennifer G. Howson to Fill District Court Judge Position Three Vacancy (**Resolution No. R20210003**)

A motion was made by Commissioner Wesen to approve a Resolution appointing Jennifer G. Howson to serve as the District Court Judge position three, starting January 11, 2021. Commissioner Browning seconded the motion.

The vote passed unanimously.

Chair Janicki announced that District Court would be holding a remote swearing in ceremony via Zoom at 11:45 a.m.

Chair Janicki recessed the proceedings at 8:54 a.m.

- b) 9:00 a.m. - 10:00 a.m. Briefing – County Administrator, Planning and Development Services, Human Resources/Risk Management, and Central Services - Information Services, Geographic Information Services and Records Management (Listen to the meeting by calling: 1 (872) 240-3412 Access Code: 649 174 133 or join by computer: <https://global.gotomeeting.com/join/649174133>)

Chair Janicki called the briefing to order at 9:00 a.m.

The purpose of the briefing was for Planning and Development Services, Human Resources/Risk Management, and Central Services including Geographic Information Services, Information Services and Records Management departments to provide a weekly update.

Attendees:

Chair Lisa Janicki
 Commissioner Peter Browning
 Commissioner Ron Wesen
 County Administrator Trisha Logue
 Planning and Development Services Director Hal Hart
 Human Resources/Risk Management Director Donnie LaPlante
 Information Services Manager Mike Almvig
 Geographic Information Services Manager Geoff Almvig
 Records Manager Cori Russell
 Communications Coordinator Laura Han
 Member of the public Patrick Donnelly

Link to briefing documents:

<ftp://ftp.skagitcounty.net/countycommissioners/documents/agendapackets/01112021/>

Chair Janicki recessed the proceedings at 10:03 a.m.

- c) 10:30 a.m. - 11:30 a.m. Executive Session (Potential Litigation - RCW 42.30.110(1)(i)) (Listen to the meeting by calling: 1 (224) 501-3412 Access Code: 520 321 453 or join by computer: <https://global.gotomeeting.com/join/520321453>):

1. Call Public Meeting to Order/Roll Call

Chair Janicki reconvened the proceedings at 10:32 a.m. and performed roll call. Chair Lisa Janicki, Commissioner Peter Browning, Commissioner Ron Wesen, and County Administrator Trisha Logue were present. Also present were the following attorneys who gave legal advice to the Board of County Commissioners: Prosecutor Rich Weyrich, Chief Civil Deputy Prosecuting Attorney Melinda Miller, Senior Civil Deputy Prosecuting Attorney Will Honea. Other attendees: Public Works Director Dan Berentson, Planning and Development Services Director Hal Hart, Planning and Development Services Assistant Director Michael Cerbone, Natural Resources Division Manager Mike See, and River Improvement/Watershed Planner Kara Symonds.

2. Executive Session (Potential Litigation - RCW 42.30.110(1)(i)) (Approximately 1 hour)

The executive session started at 10:32 a.m. and ended at 11:30 a.m.

3. Reconvene Public Meeting/Adjournment

Chair Janicki reconvened the proceedings, announced that no action had taken place, and recessed the meeting at 11:30 a.m.

- d) 11:45 a.m. - 12:15 p.m. Remote Swearing in Ceremony for District Court Judge hosted by District Court
- e) 12:00 p.m. - 1:00 p.m. Commissioners may attend a Virtual Assembly hosted by Washington State Association of Counties (WSAC)
- f) *1:00 p.m. - 1:20 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: 1 (408) 650-3123 Access Code: 632 327 501 or join by computer: <https://global.gotomeeting.com/join/632327501>)

Chair Janicki reconvened the proceedings at 1:03 p.m.

Chair Janicki explained that the Board of County Commissioners had previously met and reviewed the list of 2021 Committees for Commissioner designation.

Discussion was held regarding the various committees.

A motion was made by Commissioner Browning to approve the 2021 Committee Assignments with changes as noted. Commissioner Wesen seconded the motion.

The vote passed unanimously.

Link to meeting materials:

<ftp://ftp.skagitcounty.net/countycommissioners/documents/agendapackets/01112021/>

Chair Janicki recessed the proceedings at 1:09 p.m.

- g) *1:30 p.m. - 2:30 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 (408) 650-3123 Access Code: 632 327 501 or join by computer: <https://global.gotomeeting.com/join/632327501>).

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

1. CONSENT AGENDA ITEMS FOR FURTHER DISCUSSION:

Solid Waste Division Manager Margo Gillaspay was present to provide additional information about item 19.

2. CONSENT AGENDA FOR MONDAY, JANUARY 11, 2021 (items 1 through 26):

A motion was made by Commissioner Wesen to approve Consent Agenda items 1 through 26, including all items requiring ratification, vouchers and warrants for Monday, January 11, 2021. Commissioner Browning seconded the motion.

The vote passed unanimously.

a) COMMISSIONERS:

1. Record of the Proceedings for Monday, January 4, 2021. **(Approved)**
2. Record of the Proceedings for Tuesday, January 5, 2021. **(Approved)**
3. Record of the Proceedings for Thursday, January 7, 2021. **(Approved)**
4. Record of the Proceedings for Friday, January 8, 2021. **(Approved)**
5. Resolution reappointing Jeff Maher to the Upper Skagit Library Board of Trustees for an additional 5-year term, ending December 31, 2025, and appointing Danielle Horner to the position vacated by Linden Jordan. Ms. Horner's term shall expire on December 31, 2022. **(Resolution No. R20210004)**

b) BUDGET AND FINANCE:

6. 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 a fee schedule. The Agreement is ratified to commence on January 1, 2021, and continue until December 31, 2023. **(Contract No. C20210012)**
7. Funding Agreement with Celtic Arts Foundation to award \$5,000 of Lodging Tax Funds to support marketing and advertising as authorized by Resolution No. R20200200. The Agreement is ratified to commence on January 1, 2021, and continue until December 31, 2021. **(Contract No. C20210013)**

c) FACILITIES MANAGEMENT:

8. Amendment No. 2 to Personal Services Agreement No. C20180237 with Orkin Pest Control (previously Surety Pest Control) to provide pest control service at the Technology Services Building, exterior perimeter, located at 1700 East College Way in Mount Vernon; Public Safety Building, located at 600 South 3rd Street in Mount Vernon and any additional sites as requested by the Skagit County Facilities Management Department. This Amendment increases compensation by \$1,500 to account for pest control services at additional facilities, for a new total

compensation amount not to exceed \$9,000. All other terms and conditions of the original Agreement and prior Amendment shall remain in effect including the term which shall continue until April 30, 2021. **(Amendment No. A20210003)**

d) PARKS, RECREATION AND FAIR:

9. Resolution to approve plans and specifications and call for bids for the Presentin Park Side Channel Restoration and Recreational Improvements Project #RCO 16-1730. The bid opening is scheduled to take place on Monday, February 8, 2021, at 3:30 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. R20210005)**
10. Personal Services Agreement with Geotest Services, Inc. to provide compaction testing, submittal review, and the review/approval of all value engineering for the Skagit Playfields Project and other park projects as assigned. Compensation shall not exceed \$20,000 plus applicable taxes, and is based on a rate schedule. The Agreement shall commence on the date of execution and continue until December 31, 2021. **(Contract No. C20210014)**

e) PROSECUTING ATTORNEY:

11. Personal Services Agreement with Vickie Maurer to provide guidance and assistance to new hire Chief of Administration for the Prosecuting Attorney's Office. Compensation shall not exceed \$2,000 and is based on an hourly rate schedule. The Agreement shall commence on the date of execution and continue until February 28, 2021. **(Contract No. C20210015)**
12. Amendment No. 2 to County Program Agreement, Skagit County Agreement No. C20180081 with the State of Washington, Department of Social and Health Services (DSHS), DSHS Contract No. 1863-23217, Division of Child Support to provide limited Title IV-D services for San Juan County. This Amendment extends the term of the Agreement from December 31, 2020, to December 31, 2021. There is no monetary amount associated with this Agreement. All other terms and conditions of the original Agreement and prior Amendment shall remain in effect. **(Amendment No. A20210004)**

f) PUBLIC HEALTH:

13. Amendment No. 1 to Personal Services Agreement No. C20200513 with Sunny Ledge Enterprises dba Avenue Catering to provide daily food delivery services to individuals and households in quarantine and isolation at the Burlington Inn facility. This Amendment updates Exhibit "A" Scope of Work to include other motel locations as requested by Skagit County, increases compensation from \$15,000 to \$80,000, and extends the term of the Agreement to continue until June 30, 2021. All other terms and conditions of the original Agreement shall remain in effect. **(Amendment No. A20210005)**
14. Personal Services Agreement with Community Action of Skagit County for the provision of motel vouchers for homeless households that include an individual at the highest risk of complications from COVID-19. Compensation shall not exceed \$97,500. The Agreement is ratified to commence on January 1, 2021, and continue until January 31, 2021. **(Contract No. C20210016)**
15. Amendment B to Grant Agreement with the Washington State Department of Commerce through the Community Services and Housing Division Housing Assistance Unit, Contract No. 21-4614C-123, Skagit County Contract No. C20200448 to provide rent assistance for low income households to help prevent evictions. This Amendment extends the term of the Agreement from December 31, 2020, to continue until June 30, 2021. All other terms and conditions of the original Agreement and prior Amendment shall remain in effect. **(Amendment No. A20210006)**

16. Personal Services Agreement with Northwest Regional Council to provide Recovery Care Coordination Services to eligible individuals. Compensation shall not exceed \$287,466 and is based on a fee schedule. The Agreement is ratified to commence on January 1, 2021, and shall continue until December 31, 2021. **(Contract No. C20210017)**

g) PUBLIC WORKS:

17. Personal Services Agreement with EarthCorps to provide labor services for five to six (5-6) persons for restoration services at the Maddox Creek Restoration Site. EarthCorps has awarded Skagit County grant funding in the form of labor to complete restoration projects. The Agreement shall commence on January 15, 2021, and continue until December 31, 2022. **(Contract No. C20210018)**
18. Resolution to approve contract provisions and specifications and call for bids for the Temporary Passenger-Only Ferry Service between Anacortes and Guemes Island, WA. The bid opening is scheduled to take place on Monday, February 8, 2021, at 2:30 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. R20210006)**
19. Real Estate Excise Tax Affidavit for Parcel Numbers P19676 and P19713 to complete the Quit Claim Deed, Skagit County Contract No. C20200608, granted by Snow Mountain Land Company, LLC (Grantor) to Skagit County (Grantee) for the purpose of guaranteeing access to portions of Whitmarsh Landfill in order to implement the Department of Ecology's preferred cleanup action plan (CAP). **(Contract No. C20210019)**

h) RISK MANAGEMENT:

20. Personal Services Agreement with Daphne R. Schneider & Associates to provide investigative and consultant services for Skagit County as directed by the Human Resources/Risk Management Director. Compensation shall not exceed \$25,000 and is based on an hourly rate schedule. The Agreement is ratified to commence on January 1, 2021, and continue until December 31, 2021. **(Contract No. C20210020)**
21. Personal Services Agreement with Integrity Safety to provide qualified instructors and associated materials and certificates for various safety and health trainings as requested by the Risk Management Department. 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, 2021. **(Contract No. C20210021)**

i) SHERIFF:

22. Interagency Agreement with Washington State Patrol (WSP) to support a federal grant to conduct two projects: Research Open Arrests and Enhance PCN Generation Through Fingerprint Submission. Compensation to Skagit County shall not exceed \$66,200 (\$59,580 Federal, \$6,620 Local match). The Agreement is ratified to commence on January 1, 2021, and continue until December 31, 2021. **(Contract No. C20210022)**
23. Interagency Agreement with Washington State Department of Corrections (DOC) to establish a temporary per diem rate effective during the temporary suspension and Contract term ordered by Washington State Proclamation 20-80. Skagit County will bill the current negotiated violator rate through the 7th day of confinement. Beginning on the 8th day, Skagit County will bill the per diem rate of \$93.71 per DOC offender. The Agreement is ratified to commence on December 21, 2020, and continue through January 8, 2021. **(Contract No. C20210023)**
24. Interlocal Cooperative Agreement with Whatcom County Parks and Recreation to provide the use of the Plantation Rifle Range, located at 5102 Samish Highway in Whatcom County, to the Skagit County Sheriff's Patrol and Correctional staff.

Compensation shall not exceed \$15,286.73 for 21 days. Additional days, if any, to be mutually agreed upon and paid within 30 days. The Agreement is ratified to commence on January 1, 2021, and continue through December 31, 2021.

(Contract No. C20210024)

25. Amendment No. 1 to Organized Crime Drug Enforcement Task Forces (OCDETF) Investigation/Strategic Initiative Number PA-WAW-0339 for fiscal year 2021, Skagit County Contract No. C20200557, 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 \$1,047.58 for the obligation of additional funding resources towards joint operations/task forces for a new total compensation amount not to exceed \$3,547.58. All other terms and conditions of the original Agreement shall remain in effect including the term which shall continue until September 30, 2021. **(Amendment No. A20210007)**
26. Resolution authorizing Michele Long to sign an Agreement between Skagit County and Carfax. **(Resolution No. R20210007)**

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) Payroll warrants numbered 447301 through 448047 in the total dollar amount of \$1,545,634.17 (Transmittal No. P-1-2021); and
- b) Junior District Payroll warrants numbered 826134 through 826194 in the total dollar amount of \$119,422.90 (Transmittal No. P-2-21); and
- c) Warrants numbered 525968 through 526199 from Clearing Fund 696 in the total dollar amount of \$1,931,582.72 (Transmittal No. C-3-21); and
- d) ACH Transfer Request Form and Certification to Delta Dental from Clearing Fund 696 in the total dollar amount of \$69,975.18.86 (Transmittal No. C-1-21); and
- e) ACH Transfer Request Form and Certification to Trusteed Plans Service Corporation from Clearing Fund 696 in the total dollar amount of \$112,036.71 (Transmittal No. C-2-21).

Chair Janicki recessed the proceedings at 1:36 p.m.

- h) [*2:30 p.m. - 4:00 p.m. Snohomish, Whatcom, Island, San Juan, and Skagit Counties \(SWISS\) Meeting \(Watch the meeting live on Skagit21 Television, streamed online at www.skagitcounty.net/Skagit21, or listen to the meeting by calling: 1 \(253\) 215-8782 Meeting ID: 981 7310 6288 Passcode: 631555 or join by computer: https://zoom.us/j/98173106288\)](#)

Snohomish County Councilmember Nate Nehring called the proceedings to order at 2:32 p.m.

Participants on the Zoom virtual meeting:

Snohomish County Councilmember Nate Nehring
 Legislative Aide Russell Wiita
 Gordon Thomas Honeywell Governmental Affairs Vice President Josh Weiss
 Puget Sound Energy Governmental Affairs Representative Carryn Vande Griende
 Snohomish County Council Chief of Staff Geoffrey Thomas
 Island County Commissioner Helen Price Johnson
 San Juan County Councilmember Jamie Stephens
 Snohomish County Councilmember Jared Mead
 Snohomish County Executive Chief of Staff Josh Dugan
 Snohomish County Executive Chief of Staff Lacey Harper
 Snohomish County Councilmember Megan Dunn
 Island County Human Resources Director Melanie Bacon

Skagit County Commissioner Lisa Janicki
 Skagit County Commissioner Peter Browning
 Skagit County Commissioner Ron Wesen
 Whatcom County Councilmember Rud Browne
 Whatcom County Executive Satpal Sidhu
 Snohomish County CIO & Director of IT Viggo Forde
 Whatcom County Clerk of the Council Dana Brown-Davis
 Whatcom County Council Legislative Clerk Lisa Bruner
 Robert Mittendorf
 Skagit Valley Herald Reporter Brandon Stone
 Skagit 21 Television
 Fire Tablet

Commissioner Lisa Janicki reviewed a draft Snohomish, Whatcom, Island, San Juan and Skagit Counties (SWISS) Regional Partnership Organizational Charter proposed by the SWISS Framework Committee.

Josh Weiss of Gordon Thomas Honeywell Governmental Affairs provided background information regarding the Executive Committee and structure of SWISS.

Questions, answers, and discussion was held regarding the purpose of SWISS, membership, committees, decision making and meeting frequency.

SWISS region legislative priorities include broadband, behavioral health and transportation. Commissioner Janicki informed the group that a letter would be drafted to inform local legislators of the intentions of SWISS.

The group agreed upon future quarterly meeting dates as follows:

June 14, 2021 – 2:30 p.m. - 4:00 p.m.
 September 13, 2021 – 2:30 p.m. - 4:00 p.m.
 November 8, 2021 – 2:30 p.m. - 4:00 p.m.

Link to meeting materials:
<ftp://ftp.skagitcounty.net/countycommissioners/documents/agendapackets/O1112021/>

IV. ADJOURNMENT:

The proceedings adjourned at 3:24 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
