

**RECORD OF THE PROCEEDINGS
SKAGIT COUNTY BOARD OF COMMISSIONERS
MONDAY, SEPTEMBER 12, 2022**

The Skagit County Board of Commissioners met in regular session on Monday, September 12, 2022, with Chair Peter Browning, Commissioner Ron Wesen, and Commissioner Lisa Janicki present.

I. CALL TO ORDER:

II. AGENDA:

- a) 8:45 a.m. - 9:45 a.m. Briefing – Planning and Development Services, and Central Services - Information Services, Geographic Information Services and Records Management
- b) 9:45 a.m. - 10:15 a.m. Bi-Weekly Briefing with Public Works
- c) 12:00 p.m. - 1:00 p.m. Washington State Association of Counties Virtual Assembly hosted by WSAC
- d) 1:00 p.m. - 2:00 p.m. Executive Session (Potential Litigation - RCW 42.30.110(1)(i))
 - 1. Call Public Meeting to Order/Roll Call
 - 2. Executive Session (Potential Litigation - RCW 42.30.110(1)(i))
 - 3. Reconvene Public Meeting/Adjournment
- e) *2:30 p.m. Pledge of Allegiance
- f) *2:30 p.m. - 3:00 p.m. Consent Agenda, Vouchers, Warrants and Miscellaneous Items
 - 1. Public Comment (Specifically related to the agenda item)
 - 2. CONSENT AGENDA FOR MONDAY, SEPTEMBER 12, 2022 (items 1 through 24):

A motion was made by Commissioner Wesen to approve Consent Agenda Items 1 through 24, including all items requiring ratification, vouchers and warrants for Monday, September 12, 2022. Commissioner Janicki seconded the motion.

The vote passed unanimously.

a) COMMISSIONERS:

- 1. Record of the Proceedings for Tuesday, September 6, 2022. **(Approved)**
- 2. Record of the Proceedings for Wednesday, September 7, 2022. **(Approved)**
- 3. Record of the Proceedings for Thursday, September 8, 2022. **(Approved)**
- 4. Record of the Proceedings for Friday, September 9, 2022. **(Approved)**
- 5. Resolution to reappoint Steve Henery to Position No. 4 representing District 1 and to appoint Paul Pickering to Position No. 3 At Large to the Skagit Regional Public Facility District Board for four-year terms expiring on September 1, 2026. **(Resolution No. R20220170)**
- 6. Resolution clarifying the role of the Centennial Document Preservation Oversight Committee. **(Resolution No. R20220171)**

b) ADMINISTRATIVE SERVICES:

- 7. Resolution electing to receive National Forest related safety-net payments under PL 106-393 – Secure Rural Schools and Community Self Determination Act of 2000 for Federal fiscal year 2023. **(Resolution No. R20220172)**
- 8. Amendment No. 1 to Interagency Reimbursement Agreement No. C20210474 with

Washington State Administrative Office of the Courts, Agreement No. IAA22185, to provide reimbursements to Skagit County to assist with the Extraordinary Expenses and Legal Financial Obligation costs to the judicial, prosecutorial, or defense-related expenses for resentencing and vacating the sentences of defendants whose convictions or sentences were affected by the State vs. Blake decision. This Amendment is ratified to commence on July 1, 2021, increases compensation by \$546,816 for a new total not to exceed \$2,027,912, and extends the term to June 30, 2023. All other terms and conditions of the original Agreement shall remain in effect. **(Amendment No. A20220146)**

c) BUDGET AND FINANCE:

9. Resolution to call for a public hearing to consider testimony regarding amending the 2022 Skagit County Budget. The public hearing is scheduled to take place on Tuesday, September 27, 2022 at 11:15 a.m., or as soon thereafter as possible in the Commissioners Hearing Room located at 1800 Continental Place, Mount Vernon. Attendance will be in-person or remote by computer, tablet, or smartphone: <https://bit.ly/SkagitBoCCMtg> or by phone: 1 (253) 215-8782 Meeting ID: 871 8000 1980 Passcode: 143573. **(Resolution No. R20220173)**
10. Resolution to award Economic Development/Public Facilities grant funding to Port of Anacortes and Port of Skagit. **(Resolution No. R20220174)**

d) FACILITIES MANAGEMENT:

11. Amendment No. 1 to Personal Services Agreement No. C20220094 with BCRA, Inc. to provide design and engineering services for the Skagit County Stabilization Campus located at 1420 State Route 20 in Sedro-Woolley. This Amendment increases compensation by \$8,500 to provide future development planning services and meet grant application requirements for the Stabilization Campus. Total compensation shall not exceed \$33,283.49. The term remains the same and shall continue until December 31, 2022. All other terms and conditions of the original Agreement shall remain in effect. **(Amendment No. A20220147)**
12. Vendor Services Agreement with Cascade Roofing Company to complete roof repairs at the Public Safety Building located at 600 3rd Street in Mount Vernon. Compensation shall not exceed \$38,515.20. The Agreement shall commence on the date of execution and continue until December 31, 2022. **(Contract No. C20220359)**
13. Vendor Services Agreement with Amigo Tree Service for tree trimming, brush, and tree removal away from overhead power/data lines at the Skagit County Commissioners Building located at 1800 Continental Place, Mount Vernon and the adjacent parking lot located at 1515 East College Way in Mount Vernon. Compensation shall not exceed \$3,481.60. The Agreement shall commence on the date of execution and continue until December 31, 2022. **(Contract No. C20220360)**
14. Personal Services Agreement with Coffman Engineers, Inc. to complete HVAC replacement design services for the Parker Building (Tech Center) located at 1700 East College Way in Mount Vernon. Compensation shall not exceed \$16,000. The Agreement shall commence on the date of execution and continue until December 31, 2023. **(Contract No. C20220361)**

e) PUBLIC HEALTH:

15. Personal Services Agreement with United General District 304 for Mental Health First Aid training for staff and leadership of contracted providers. Compensation shall not exceed \$2,000. The Agreement is ratified to commence on September 1, 2022 and continue until October 31, 2022. **(Contract No. C20220362)**
16. Subrecipient Agreement with Catholic Community Services of Western Washington to provide recovery support services to eligible individuals with substance use disorders through a grant from the Washington State Health Care Authority. Compensation shall not exceed \$216,000. The Agreement is ratified to commence on July 1, 2022 and continue until June 30, 2023. **(Contract No. C20220363)**
17. Personal Services Agreement with Consejo Counseling and Referral Services to provide mental health recovery services to individuals who meet the eligibility criteria with the primary goals of stabilization of problematic symptoms and/or behaviors, and the promotion of ongoing recovery. Compensation shall not exceed \$15,000 and is based

on an hourly rate schedule. The Agreement shall commence on the date of execution and continue until December 31, 2022. **(Contract No. C20220364)**

18. Amendment No. 2 to Personal Services Agreement No. C20210541 with Community Action of Skagit County to prepare and review applications for the Eviction Rental Assistance Program 2.0 (ERAP 2.0) Grant for households who are at or below 80% of Area Median Income and at risk of eviction. This Amendment extends the term of the contract from September 30, 2022 to March 31, 2023. Compensation remains the same and shall not exceed \$500,238. All other terms and conditions of the original Agreement and prior Amendment shall remain in effect. **(Amendment No. A20220148)**
19. Amendment No. 1 to Senior Nutrition Services contract No. C20220341 with Northwest Regional Council, Contract No. 241018-NUTR, for the provision of funding for the senior services nutrition program including congregate and home-delivered meals for seniors in Skagit County. This Amendment increases compensation by \$16,069 to provide additional vouchers and produce to low-income seniors through the Senior Farmers' Market Nutrition Program. Total compensation shall not exceed \$377,149. The term remains the same and shall continue until December 31, 2022. All other terms and conditions of the original Agreement shall remain in effect. **(Amendment No. A20220149)**

f) PUBLIC WORKS:

20. Local Agency A&E Professional Services Agreement with Exeltech Engineering, Inc. for the design of eleven Skagit County Fish Passage Improvement Projects. Compensation shall not exceed \$236,886.80. The Agreement shall commence on September 12, 2022 and continue until December 31, 2026. **(Contract No. C20220365)**

g) SHERIFF:

21. Interagency Agreement with the State of Washington Department of Commerce (DOC) through the Community Services Division, Community Safety Unit, Justice Assistance Grant/Byrne Formula Grant to allow Skagit County to participate in the multi-jurisdictional drug, gang and violent crime enforcement unit, DOC Contract No. F20-31440-209. Compensation to Skagit County shall not exceed \$226,563. The Agreement is ratified to commence on July 1, 2022 and continue until September 30, 2023. **(Contract No. C20220366)**
22. Amendment No. 1 to Memorandum of Understanding, Agreement No. C20220345, with the Federal Bureau of Investigation to participate in the Northwest Border Transnational Organized Crime Western Hemisphere Task Force for the purpose of setting operational standards. This Amendment adds a Cost Reimbursement Agreement for overtime payments made to officers assigned to and working full-time on task force related matters. The term remains the same and shall continue until terminated. All other terms and conditions of the original Agreement shall remain in effect. **(Amendment No. A20220150)**

h) TREASURER:

23. Amendment No. 1 to Service Agreement No. C20190413 with LexisNexis for VitalChek Network Inc. Payment Solutions for credit or debit card hardware and software services. This Amendment adds Call Center services to the Scope of Services. All other terms and conditions of the original Agreement shall remain in effect. **(Amendment No. A20220151)**
24. Resolution authorizing the cancellation of warrants per RCW 36.22.100. **(Resolution No. R20220175)**

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 \$202,365.63 (Transmittal No. C-139-22); and

- b) ACH Transfer Request Form and Certification to Delta Dental Corporation from Clearing Fund 696 in the total dollar amount of \$17,282.22 (Transmittal No. C-140-22); and
- c) ACH Transfer Request Form and Certification to Trusteed Plans Service Corporation from Clearing Fund 696 in the total dollar amount of \$26,375.02 (Transmittal No. C-141-22); and
- d) Warrants numbered 551248 through 551505 from Clearing Fund 696 in the total dollar amount of \$2,825,558.68 (Transmittal No. C-142-22); and
- e) Payroll warrants numbered 477874 through 478646 in the total dollar amount of \$1,628,995.49 (Transmittal No. P-33-22); and
- f) Junior District Payroll warrants numbered 829441 through 829516 in the total dollar amount of \$152,159.50 (Transmittal No. P-34-22).

4. MISCELLANEOUS AGENDA (items 1 through 2):

A motion was made by Commissioner Janicki to approve Miscellaneous Agenda Item 1. Commissioner Wesen seconded the motion.

The vote passed unanimously.

A motion was made by Commissioner Janicki to approve Miscellaneous Agenda Item 2. Chair Browning seconded the motion.

The vote passed unanimously.

a) PROSECUTING ATTORNEY:

- 1. Release and Settlement Agreement with Steven C. Gilbert and Jackie M. Gilbert regarding an unopened portion of platted public right-of-way abutting Gilbert property, Parcel No. P64865, as described in Exhibit "A", the Quit Claim Deed. No compensation is associated with this Agreement which continues in perpetuity. **(Contract No. C20220367)**

b) PUBLIC HEALTH:

- 2. Resolution to rescind Resolution No. R20220169. Due to a clerical error, the County mistakenly executed the submitted draft Resolution as Resolution No. R20220169 on September 6, 2022 as part of its regular consent agenda. **(Resolution No. R20220176)**

g) *3:00 p.m. - 4:00 p.m. Planning and Development Services – Hal Hart, Director:

- 1. Work Session/Presentation: Code Compliance
- 2. Miscellaneous

III. ADJOURNMENT:

Chair Browning adjourned the proceedings at 3:53 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**

Peter Browning, Chair

Ron Wesen, Commissioner

Lisa Janicki, Commissioner

ATTEST:

Clerk of the Board