

**RECORD OF THE PROCEEDINGS
SKAGIT COUNTY BOARD OF COMMISSIONERS
MONDAY, NOVEMBER 7, 2022**

The Skagit County Board of Commissioners met in regular session on Monday, November 7, 2022, with Chair Peter Browning, Commissioner Ron Wesen, and Commissioner Lisa Janicki present.

I. CALL TO ORDER:

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

II. AGENDA:

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

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 Peter Browning
Commissioner Ron Wesen
Commissioner Lisa Janicki
County Administrator Trisha Logue
Deputy County Administrator Jennifer Johnson
Chief Civil Deputy Prosecuting Attorney Erik Pedersen
Public Works Director Grace Kane
Assistant Public Works Director Mike See
Natural Resources Division Manager Jenn E. Johnson
Emergency Medical Services Director Josh Pelonio
Planning and Development Services Director Hal Hart
Assistant Public Health Director Sarah Hinman
Human Resources/Risk Management Director Bonnie Beddall
Communications Manager Danica Sessions
Solid Waste Division Manager Margo Gillaspay
Senior Planner Sarah Ruether
Members of the public Patrick Donnelly and Larita Humble

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

Link to briefings:

<https://www.skagitcounty.net/CountyCommissioners/Documents/AgendaPackets/11072022.zip>

- b) 9:45 a.m. - 10:45 p.m. Commissioners Briefing

Chair Browning reconvened the proceedings at 9:53 a.m. and excused Commissioner Wesen's absence.

The purpose of the briefing was for the Commissioners to provide an update on items of interest from meetings they had attended and for Administrative Services to discuss any items of interest with the Board.

Attendees:

Chair Peter Browning
Commissioner Lisa Janicki
County Administrator Trisha Logue
Deputy County Administrator Jennifer Johnson
Human Resources/Risk Management Director Bonnie Beddall
Communications Manager Danica Sessions
Chief Civil Deputy Prosecuting Attorney Erik Pedersen
Member of the public Patrick Donnelly

Chair Browning recessed the proceedings at 10:35 a.m.

- c) *11:00 a.m. Pledge of Allegiance

Chair Peter Browning reconvened the proceedings at 11:00 a.m. and excused Commissioner Ron Wesen's absence.

Chair Browning led the audience in the salute to the flag.

d) *11:00 a.m. - 12:00 p.m. Public Health - Sarah Hinman, Assistant Director:

Assistant Public Health Director Sarah Hinman introduced the agenda item and thanked veterans for their service. She also thanked community partners for their service in helping to ensure that veterans got the services that they were entitled to receive. Ms. Hinman went on to thank the County Commissioners for approving the Skagit County Veterans Services Specialist position in the budget.

Ms. Hinman introduced Veteran's Services Specialist Chris Diaz. Mr. Diaz said that the Skagit County Veterans Assistance Program was operated by Skagit County Public Health, in partnership with Community Action of Skagit County Skagit Vets Connect Program. He said that Veterans Assistance Program supported veterans by providing transport to medical appointments and other emergency assistance services.

More information about available services can be obtained at their website: <https://www.skagitcounty.net/Departments/HumanServices/vets.htm>; or by telephone: (360) 588-5156 or (360) 391-1512 or by e-mail: cdiaz@co.skagit.wa.us.

Mr. Diaz said that the Skagit County Veteran's Advisory Board meet on the second Tuesday of the Month at 1800 Continental Place, Mount Vernon in the Skagit Room from 1:00 p.m. - 2:30 p.m.

Facilities Management Director and retired Navy veteran Ken Hansen explained that Operation Green Light was a new national collaborative initiative organized by the National Association of Counties (NACo) to support military veterans, as well as raise awareness about the unique challenges many veterans faced and would help to provide information about the resources that were available at the county, state, and federal levels to assist veterans and their families. He said that in observance of the Veterans Day holiday, the Skagit County Courthouse would be illuminated green as part of Operation Green Light.

Community Action of Skagit County Veteran's Service Officer Vernon Hunter spoke about the services that they provided.

Chapter 11-5 Commander with the Combat Veterans Motorcycle Association Pete Sill, Sedro-Woolley Post 43 Commander Andy Mitchell, VFW Post 5056 Commander Bob Stratton provided information about the services they provided to veterans and their families.

Community Action of Skagit County Veterans Assistance Coordinator Carmina Villalobos thanked the Commissioners for the funding that they provided to the Skagit County Veterans Assistance Fund and shared information about the services they provided.

Link to PowerPoint presentation:

<https://www.skagitcounty.net/CountyCommissioners/Documents/AgendaPackets/11072022.zip>

1. Veteran Services Presentation and Proclamation Regarding Operation Green Light

The Commissioners thanked everyone for the services they provided to veterans.

Chair Browning read the Proclamation in observance of Operation Green Light and encouraged Skagit County residents to recognize the importance of honoring all of those who made immeasurable sacrifices to preserve freedom by displaying a green light in a window of their place of business or residence.

Chair Browning recessed the proceedings 11:45 a.m.

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

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

Chair Peter Browning reconvened the proceedings at 1:30 p.m. and excused Commissioner Wesen's absence.

1. Public Comment (Specifically related to the agenda item)

None provided.

2. CONSENT AGENDA ITEMS FOR FURTHER DISCUSSION:

Consent Agenda item 7 was pulled. It will be considered at a future date when all three Commissioners are present.

3. CONSENT AGENDA FOR MONDAY, NOVEMBER 7, 2022 (items 1 through 34):

A motion was made by Commissioner Janicki to approve Consent Agenda items 1 through 6, and items 8 through 34 including all items requiring ratification, vouchers and warrants for Monday, November 7, 2022. Chair Browning seconded the motion.

The vote passed unanimously. Commissioner Ron Wesen's absence was excused

a) COMMISSIONERS:

1. Record of the Proceedings for Friday, October 28, 2022. **(Approved)**
2. Record of the Proceedings for Monday, October 31, 2022. **(Approved)**
3. Record of the Proceedings for Tuesday, November 1, 2022. **(Approved)**
4. Record of the Proceedings for Wednesday, November 2, 2022. **(Approved)**
5. Record of the Proceedings for Thursday, November 3, 2022. **(Approved)**
6. Record of the Proceedings for Friday, November 4, 2022. **(Approved)**
7. Resolution adopting a policy for review, approval, and installation of signs and displays on Skagit County property. **(This item was pulled, it will be considered on a future Consent Agenda.)**

b) ADMINISTRATIVE SERVICES:

8. Amendment No. 1 to Personal Services Agreement No. C20220374 with Economic Development Alliance of Skagit County (EDASC) to partner with nonprofit Oregon RAIN for a two-year commitment to accelerate and foster growth of an inclusive and sustainable entrepreneurial ecosystem. This Amendment updates Exhibit "B" to reflect an updated rate schedule. Compensation remains the same and shall not exceed \$349,825. The term remains the same and shall continue until December 31, 2024. All other terms and conditions of the original Agreement shall remain in effect. **(Amendment No. A20220194)**

c) BUDGET AND FINANCE:

9. Funding Agreement with Heritage Flight Museum which awards \$12,000 of Lodging Tax Funds to support marketing and advertising as authorized by Resolution No. R20220205. The Agreement shall commence on January 1, 2023 and continue until December 31, 2023. **(Contract No. C20220450)**
10. Funding Agreement with La Conner Arts Foundation which awards \$3,000 of Lodging Tax Funds to support marketing and advertising as authorized by Resolution No. R20220205. The Agreement shall commence on January 1, 2023 and continue until December 31, 2023. **(Contract No. C20220451)**
11. Funding Agreement with Skagit County Historical Museum which awards \$31,829 of Lodging Tax Funds to support marketing and advertising as authorized by Resolution No. R20220205. The Agreement shall commence on January 1, 2023 and continue until December 31, 2023. **(Contract No. C20220452)**

d) CONSERVATION FUTURES:

12. Personal Services Agreement with Bakerview Valuation Group, LLC to conduct and prepare property evaluations, appraisals, and/or appraisal reviews as directed, to determine fair market value of perpetual conservation easements on land used for agricultural purposes. Compensation is based on an hourly rate fee schedule and shall not exceed \$80,000. The Agreement is ratified to commence on November 1, 2022 and continue until December 31, 2023. **(Contract No. C20220453)**

e) DISTRICT COURT:

13. Personal Services Agreement with Consejo Counseling and Referral Service to provide professional substance use disorder screenings for individuals participating in Skagit County Community Court programming. Compensation is based on a fee schedule and shall not exceed \$33,000. The Agreement is ratified to commence on October 1, 2022 and continue until June 15, 2023. **(Contract No. C20220454)**

14. Personal Services Agreement with Consejo Counseling and Referral Service to provide professional mental health screenings for individuals participating in Skagit County Community Court programming. Compensation is based on a fee schedule and shall not exceed \$33,000. The Agreement is ratified to commence on October 1, 2022 and continue until June 15, 2023. **(Contract No. C20220455)**
- f) FACILITIES MANAGEMENT:
15. Vendor Services Agreement with American Electrical Construction LLC to supply all permitting, labor, materials, equipment, and supervision for a prevailing wage project to install four (4) parking lot lamp fixtures at the Skagit County Public Defender parking lot located at 121 Broadway Street in Mount Vernon. Compensation is based on a fee schedule and shall not exceed \$70,720 including all applicable sales tax. The Agreement shall commence on the date of execution and continue for one (1) year. **(Contract No. C20220456)**
 16. Vendor Services Agreement with Functional Surfacing, LLC to supply all labor, demolition, materials, equipment, and supervision for a prevailing wage project to install a new slip resistance floor in the Skagit County Morgue, located at 1700 Continental Place in Mount Vernon. Compensation is based on a fee schedule and shall not exceed \$4,183.36 including all applicable sales tax. The Agreement shall commence on the date of execution and continue until December 31, 2022. **(Contract No. C20220457)**
 17. Vendor Services Agreement with Peter's Towing to provide vehicle-towing services for County-owned properties. Compensation is based on a fee schedule and shall not exceed \$5,000 including all applicable sales tax. The Agreement is ratified to commence on November 5, 2022 and continue for three (3) years. **(Contract No. C20220458)**
- g) HUMAN RESOURCES:
18. Labor Agreement between Skagit County and Skagit County Public Defenders Local 176 PD, Council #2, AFSCME effective January 1, 2022 through December 31, 2024. **(Contract No. C20220459)**
- h) OFFICE OF JUVENILE COURT:
19. Interlocal Cooperative Agreement with Anacortes School District to jointly fund the BECCA Case Manager position to serve the School District and the Skagit County Office of Juvenile Court in implementing the truancy portion of the BECCA Bill as outlined by RCW and WAC. Compensation to Skagit County shall not exceed \$2,908. The Agreement is ratified to commence on September 1, 2022 and continue through August 31, 2023. **(Contract No. C20220460)**
- i) PARKS, RECREATION AND FAIR:
20. Resolution authorizing a call for public hearing to consider testimony regarding amending Skagit County Code Chapter 9.41 and 9.42 to authorize the use of e-bikes in Skagit County parks and trails. The public hearing is scheduled to take place on Monday, November 21, 2022, at 10:00 a.m. or as soon thereafter as possible in the Skagit County Commissioners' Hearing Room located at 1800 Continental Place in 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. R20220206)**
 21. Personal Services Agreement with Skagit Trail Builders, through sponsorship of Foundation of District 304, to provide trail maintenance volunteers, crew leaders, training, and supervision for managing fourteen (14) trail maintenance and construction events at Northern State Recreation Area. Compensation is based on a reimbursement rate of \$1,000 per work event and shall not exceed \$14,000. The Agreement shall commence on the date of execution and continue until December 31, 2023. **(Contract No. C20220461)**
 22. Resolution to Request Qualifications for Engineering and Design Services for damages sustained at Pressentin Park and Cascade Trail during the 2021 flood event. The closing date for submittals is November 30, 2022 at 2:00 p.m. **(Resolution No. R20220207)**

j) PUBLIC HEALTH:

23. Resolution to authorize the approval of the submission of the 2022-2023 Consolidated Homeless Grant Eviction Prevention Funding Application through the Washington State Department of Commerce and designate Chair Peter Browning as the authorized Chief Administrative Official and the authorized representative to act in all official matters in connection with this application for assistance. **(Resolution No. R20220208)**
24. Amendment No. 2 to Interlocal Agreement with the State of Washington Department of Children, Youth, and Families (DCYF) Contract No. 22-1170, Skagit County Agreement No. C20210459, to provide high quality home visiting services to vulnerable families for the purpose of improving outcomes of participants and strengthening coordination of services. This Amendment extends the term of the Agreement to July 31, 2023, replaces Exhibit "A": Statement of Work; adds funding to Exhibit "B"; adds deliverables to Exhibit "C": Deliverables for FY23; updates Attachment 5: Data Collection, Reporting and HVSA Aligned Measures and adds reference documents: FY23 Timeline for Reporting and Submission of Deliverables. Compensation to Skagit County is increased from \$441,117.60 to an amount not to exceed \$924,171.20. All other terms and conditions of the original Agreement and prior Amendment shall remain in effect. **(Amendment No. A20220195)**
25. Personal Services Agreement with Kaelee Corporation dba Best Western Plus Skagit Valley Inn to set aside a minimum of nineteen (19) single rooms for individuals and households experiencing homelessness referred by the County-designated service provider, Catholic Community Services. Catholic Community Services will provide on-site case management and related supportive services. Compensation is provided through the American Rescue Plan Act (ARPA) and shall not exceed \$491,200. The Agreement is ratified to commence on October 1, 2022 and continue until May 31, 2023. **(Contract No. C20220462)**
26. Amendment No. 1 to Personal Services Agreement No. C20220274 with Community Action of Skagit County to provide diversion services, including one-time support, short-term services and financial assistance to households who qualify for homeless services but can be diverted away from shelter and the homeless service system or homelessness in certain circumstances as outlined in Exhibit "B" of the Agreement. This Amendment extends the term of the Agreement to June 30, 2023 and adds established GL expenditure codes. Compensation is based on a reimbursement basis and is increased from \$91,902 to an amount not to exceed \$183,804 (\$91,902 of billed expenses will be paid from GL code 165-596004962 and \$91,602 will be paid from GL code 121-5562014110). All other terms and conditions of the original Agreement shall remain in effect. **(Amendment No. A20220196)**
27. Resolution authorizing Chair Peter Browning to electronically sign the submission of Amendment No. 9 to Skagit County Contract No. C20210602 with the Washington State Department of Health (DOH Contract No. CLH31025) to increase funding by \$154,782 to support of Public Health's programming. **(Resolution No. R20220209)**
28. Amendment No. 9 to Skagit County Contract No. C20210602 with the Washington State Department of Health (DOH Contract No. CLH31025) for the delivery of public health services in Skagit County. This Amendment adds Statements of Work for various Public Health programs. Compensation to Skagit County is increased by an additional \$154,782 for a new total compensation amount not to exceed \$5,790,148. The term remains the same and shall continue until December 31, 2024. All other terms and conditions of the original Agreement and prior Amendments shall remain in effect. **(Amendment No. A20220197)**

k) PUBLIC WORKS:

29. Resolution to call for a public hearing to consider testimony regarding the 2023-2028 Six-Year Transportation Improvement Program. The public hearing is scheduled to take place on Tuesday, November 22, 2022, at 8:30 a.m. or as soon thereafter as possible in the Skagit County Commissioners' Hearing Room located at 1800 Continental Place in 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. R20220210)**
30. Amendment No. 1 to Grant Agreement No. K2221, Skagit County Contract No. C20210295, with the Washington State Conservation Commission to provide funding for the implementation of a work plan as required for the Voluntary Stewardship Program (VSP), consistent with the RCW 36.70A.700-760 and related statutes. This

Amendment adds an additional \$31,250 to the original grant amount of \$235,000 for a new total compensation amount to Skagit County not to exceed \$266,250. The term remains unchanged and shall continue until June 30, 2023. All other terms and conditions of the original Agreement shall remain in effect. **(Amendment No. A20220198)**

31. Vendor Services Agreement with VECA Electric & Technologies, LLC to provide the improvements for the temporary signalization for the Marblemount Bridge (#40070) which will transition the signals from solar charged battery powered to Puget Sound Energy (PSE) power. Compensation shall not exceed \$17,757 plus applicable sales tax. The Agreement shall commence on the date of execution and continue for one year. **(Contract No. C20220463)**
32. Vendor Services Agreement with Fusion Marine Technology, Inc. to complete all necessary work to replace three (3) GPS antenna units on the M/V Guemes Ferry. Compensation shall not exceed \$11,610.11. This Agreement is ratified to commence on June 21, 2022 and continue for one year. **(Contract No. C20220464)**
33. Local Agency A&E Professional Services Negotiated Hourly Rate Consultant Agreement with Tran Tech Engineering LLC for the preparation of the complete Plans, Specifications and Estimate (PS&E) for the deck resurfacing, environmental permitting, bank restoration, and improvements to drainage at and around the bridge for the Bay View - Edison Joe Leary Slough Bridge (Deck Overlay) Project #ES31210-5. Compensation shall not exceed \$77,485. The Agreement shall commence on the date of mutual execution and continue until December 31, 2023. **(Contract No. C20220465)**

l) SHERIFF:

34. Amendment No. 7 to Vendor Services Agreement No. C20170464 with Txley Corporation to provide chemicals for laundry and general cleaning supplies at the Skagit County Community Justice Center. This Amendment updates Exhibit "A", increases supplier rates and compensation from \$25,000 per calendar year to an amount not to exceed \$35,000 per calendar year to cover additional supplies and services. All other terms and conditions of the original Agreement and prior Amendments shall remain in effect. The Agreement continues until terminated. **(Amendment No. A20220199)**

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 Delta Dental Corporation from Clearing Fund 696 in the total dollar amount of \$12,766.30 (Transmittal No. C-171-22); and
 - b) ACH Transfer Request Form and Certification to Trusteed Plans Service Corporation from Clearing Fund 696 in the total dollar amount of \$188,476.86 (Transmittal No. C-172-22); and
 - c) Warrants numbered 553711 through 554087 from Clearing Fund 696 in the total dollar amount of \$4,141,541.72 (Transmittal No. C-173-22).

5. MISCELLANEOUS AGENDA ITEM FOR FURTHER DISCUSSION:

It was noted that Commissioner Wesen was recused from voting on Miscellaneous Agenda item 1 because he was on the Board of Community Action of Skagit County and that they were the recipients of federal funding.

6. MISCELLANEOUS AGENDA (item 1):

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

The vote passed unanimously. Commissioner Ron Wesen's absence was excused

1. Amendment No. 1 to Personal Services Agreement No. C20220284 with Community Action of Skagit County to operate the Housing Resource Center as the primary Coordinated Point of Entry for Skagit County's homelessness services. This Amendment extends the term of the Agreement from December 31, 2022 to June 30, 2023 and adds the established GL expenditure codes. Compensation is based on a reimbursement basis and is increased from \$140,315 to an amount not to exceed \$280,630 (\$140,315 of billed expenses will be paid from GL code 165-596004962 and \$140,315 will be paid from GL code 121-5562014110). All other terms and conditions of the original Agreement shall remain in effect. **(Amendment No. A20220200)**

g) 2:30 p.m. - 4:30 p.m. Executive Session (None Scheduled as of the Date of this Notice)

No executive sessions were scheduled for Monday, November 7, 2022.

III. ADJOURNMENT:

Chair Browning adjourned the proceedings at 1:35 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