

**RECORD OF THE PROCEEDINGS
SKAGIT COUNTY BOARD OF COMMISSIONERS
MONDAY, FEBRUARY 6, 2017**

The Skagit County Board of Commissioners met in regular session on Monday, February 6, 2017, 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 1:30 p.m.

II. PLEDGE OF ALLEGIANCE:

Chair Wesen led the gallery in the salute to the flag.

III. AGENDA:

- a) *7:00 a.m. Forestry Advisory Board Meeting (Copper Room, 1800 Continental Place, Mount Vernon)
- b) *8:30 a.m. - 9:30 a.m. Briefing - County Commissioners/County Administrator and Planning and Development Services
- c) *9:45 a.m. - 10:15 a.m. Bi-Weekly Work Session - Public Works Department
- d) 1:30 p.m. - 2:30 p.m. Consent Agenda, Vouchers, Warrants and Miscellaneous Items
- e) *2:30 p.m. - 4:00 p.m. Executive Session (None Scheduled as of the Date of this Notice)

An executive session was scheduled on Tuesday, February 7, 2017, at 9:00 a.m.

IV. CONSENT AGENDA ITEMS FOR FURTHER DISCUSSION:

Nutrition Program Coordinator Renee Corcoran provided additional information on Consent Agenda item no. 10.

Behavioral Health Program Coordinator Sarah Hinman provided additional information on Consent Agenda item no. 13.

Assistant Section Manager Jan Flagan provided additional information on Consent Agenda item numbers 16 and 17.

V. CONSENT AGENDA FOR MONDAY, FEBRUARY 6, 2017 (items 1 through 19):

A motion was made by Commissioner Dahlstedt to approve Consent Agenda items 1 through 7, 9, through 19, including all items requiring ratification, vouchers and warrants for Monday, February 6, 2017. Commissioner Janicki seconded the motion.

The vote passed unanimously.

a) COMMISSIONERS:

- 1. Record of the Proceedings for Monday, January 30, 2017. **(Approved)**

b) AUDITOR:

- 2. Intergovernmental Agreement with the State of Washington Office of the Secretary of State for online candidate filing. The Office of the Secretary of State will issue filing fee payments to Skagit County after deducting a merchant transaction fee which is based on

a formula. The Agreement shall commence on the date of execution and continue through June 30, 2021. **(Contract No. C20170072)**

c) BUDGET AND FINANCE:

3. Funding Agreement with Cascade Days which awards \$6,000 of Lodging Tax funds, pursuant to Washington State Substitute Bill 5647, to support marketing and advertising as authorized by Resolution No. R20160324. The Agreement commenced on January 1, 2017, and continues until December 31, 2017. **(Contract No. C20170073)**
4. Funding Agreement with Lincoln Theatre which awards \$3,000 of Lodging Tax funds, pursuant to Washington State Substitute Bill 5647, to support marketing and advertising as authorized by Resolution No. R20160324. The Agreement commenced on January 1, 2017, and continues until December 31, 2017. **(Contract No. C20170074)**
5. Funding Agreement with Skagit Artists Together (SAT) which awards \$1,000 of Lodging Tax funds, pursuant to Washington State Substitute Bill 5647, to support marketing and advertising as authorized by Resolution No. R20160324. The Agreement commenced on January 1, 2017, and continues until December 31, 2017. **(Contract No. C20170075)**
6. Funding Agreement with Anacortes Arts Festival which awards \$5,000 of Lodging Tax funds, pursuant to Washington State Substitute Bill 5647, to support marketing and advertising as authorized by Resolution No. R20160324. The Agreement commenced on January 1, 2017, and continues until December 31, 2017. **(Contract No. C20170076)**
7. Funding Agreement with Sedro-Woolley Riding Club which awards \$2,000 of Lodging Tax funds, pursuant to Washington State Substitute Bill 5647, to support marketing and advertising as authorized by Resolution No. R20160324. The Agreement commenced on January 1, 2017, and continues until December 31, 2017. **(Contract No. C20170077)**

d) FACILITIES MANAGEMENT:

8. Amendment No. 6 to AIA Document B103 - 2007 Standard Form of Agreement, Contract No. C20140269, with DLR Group for the design and construction management of the new Skagit County Jail facility. The purpose of this Amendment is to update Article 4.1 to add construction administration coordination services for code required third party smoke control inspection services performed by DLR Group sub-consultant Aegis Engineering. Compensation is increased by \$50,000. Total compensation shall not exceed \$3,715,808.50. All other terms and conditions of the original Agreement and subsequent Amendments shall remain in effect. This Amendment shall remain in effect until the project has been completed. **(Item removed from Consent Agenda for consideration on Tuesday, February 7, 2017)**

e) INFORMATION SERVICES:

9. System Support Agreement with InFax, Incorporated for the provision of software for court display monitors located at District Court. Compensation, excluding any applicable taxes, shall not exceed \$2,300 per year. This Agreement is being ratified to commence on February 1, 2017, and continues until January 31, 2018. **(Contract No. C20170078)**

f) PUBLIC HEALTH:

10. Resolution authorizing a sole source provider for dual oven/microwave meal trays provided by Oliver Packaging & Equipment Company for the Senior Nutrition Meal Program. **(Resolution No. R20170018)**
11. Vendor Services Agreement with Oliver Packaging & Equipment Company to provide dual oven/microwave meal trays for home-delivered meals through the Senior Nutrition Program. Compensation shall not exceed \$31,930.60. This Agreement is being ratified to commence on January 1, 2017, and continue for one year. **(Contract No. C20170079)**

12. Personal Services Agreement with Nutrition First Washington to provide services and staff to develop and implement a 5-2-1-0 action plan for Skagit County which is based on an obesity prevention program. Compensation will not exceed \$25,000. This Agreement is being ratified to commence on February 1, 2017, and continue until December 31, 2107. **(Contract No. C20170080)**
13. Resolution authorizing the allocation of Skagit County 0.1% Behavioral Health Sales Tax Fund for 2017. **(Resolution No. R20170019)**
14. Personal Services Agreement with Catholic Community Services to provide support services through the Community Wellness Program. Compensation shall not exceed \$10,000 and is based on a rate schedule. This Agreement is being ratified to commence on January 1, 2017, and continues until December 31, 2017. **(Contract No. C20170081)**

g) PUBLIC WORKS:

15. Resolution authorizing the adoption of a new County Road Project (CRP) Guemes Ferry Boat Replacement or Overhaul/Modification that is listed in the 2017 Annual Construction Program and/or the Six-Year Transportation Improvement Program. **(Resolution No. R20170020)**
16. Release of Easement between Swinomish Indian Tribal Community and Skagit County. The Tribe has purchased property between State Route 20 and Minkler Road with grant funding. This funding does not allow for the maintenance or dredging of said area. Skagit County releases its easement of the area, which was established under the Hansen Creek Sub-Flood Control Zone (which is no longer in existence) to do maintenance and dredging on the property. Easement is located on parcel numbers: P64373, P40020, P64360, and P64372. No compensation is associated with this Release of Easement and will commence upon the date of execution and continue into perpetuity. **(Contract No. C20170082)**
17. Interlocal Cooperative Agreement with Skagit County Drainage and Irrigation Improvement District No. 19 for the installation of a new drainage system parallel to an existing pipe in the vicinity of Young Road which benefits both District No. 19 and the Drainage Utility. Compensation shall not exceed \$5,000. This Agreement is being ratified to commence on October 10, 2016, and continue until October 10, 2017. There was a delay in requesting financial participation in this mutually beneficial project. Project is completed. **(Contract No. C20170083)**
18. Personal Services Agreement with Western Washington Agricultural Association to provide support on drainage issues, clean water, and fish habitat and restoration projects. Compensation shall not exceed \$31,120 and is based on an hourly rate schedule. This Agreement is being ratified to commence on February 1, 2017, and continues until December 31, 2017. **(Contract No. C20170084)**

h) TREASURER:

19. Resolution to approve the 2016 property tax refund listing prepared by the Skagit County Treasurer's Office. **(Resolution No. R20170021)**

VI. 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 from Clearing Fund 696 in the total dollar amount of \$57,750.25 (Transmittal No. C-18-17); and
 - b) ACH Transfer Request Form and Certification to Trusteed Plans Service Corporation from Clearing Fund 696 in the total dollar amount of \$329,510.17 (Transmittal No. C-19-17); and

- c) ACH Transfer Request Form and Certification to Trusteed Plans Service Corporation from Clearing Fund 696 in the total dollar amount of \$19,761.12 (Transmittal No. C-20-17); and
- d) Warrants numbered 455610 through 455904 from Clearing Fund 696 in the total dollar amount of \$3,092,776.00 (Transmittal No. C-21-17); and
- e) ACH Transfer Request Form and Certification to Trusteed Plans Service Corporation from Clearing Fund 696 in the total dollar amount of \$260,951.98 (Transmittal No. C-22-17); and
- f) ACH Transfer Request Form and Certification to Delta Dental from Clearing Fund 696 in the total dollar amount of \$6,719.95 (Transmittal No. C-23-17).

VII. ADJOURNMENT:

Chair Wesen adjourned the proceedings at 1:44 p.m.

**BOARD OF COMMISSIONERS
SKAGIT COUNTY, WASHINGTON**

Ron Wesen, Chair

Kenneth A. Dahlstedt , Commissioner

Lisa Janicki, Commissioner

ATTEST:

Clerk of the Board