

**RECORD OF THE PROCEEDINGS
SKAGIT COUNTY BOARD OF COMMISSIONERS
MONDAY, MAY 15, 2017**

The Skagit County Board of Commissioners met in regular session on Monday, May 15, 2017, with Chair Ron Wesen, and Commissioner Lisa Janicki present. Commissioner Kenneth A. Dahlstedt excused.

I. CALL TO ORDER:

Chair Wesen called the proceedings to order at 10:18 a.m.

II. PLEDGE OF ALLEGIANCE:

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

III. AGENDA:

- a) *8:30 a.m. - 9:30 a.m. Briefing - County Commissioners/County Administrator with Planning and Development Services and Public Health Departments
- b) *9:45 a.m. - 10:15 a.m. Bi-Weekly Work Session - Public Works Department
- c) 10:15 a.m. - 11:00 a.m. Emergency Medical Services - Kevin Chao, Interim Director:

Interim Director Kevin Chao introduced the agenda items.

- 1. Proclamation Recognizing May 21 through May 27, 2017, as Emergency Medical Services Week

Commissioner Janicki read the Proclamation recognizing May 21 through May 27, 2017, as Emergency Medical Services Week and encouraged the community to observe the week with appropriate programs, ceremonies and activities.

- 2. Presentation of Years of Service Pins - Central Valley Ambulance Authority (CVAA)

Director of Central Skagit Medic One Jada Trammel and Business Manager Carole Knipper recognized paramedics with over ten years of service and presented service pins.

30 Years of Service:

David D.
Tim M.

15 Years of Service:

Jennifer R.

10 Years of Service:

Jeremy P.
Christina G.
Matthew S.
Rebecca D.
Danny W.
Brad T.
Danny L.
Ridder P.
Avis B.
Don J.
Rob C.
Carl H.

The Commissioners thanked the paramedics for their years of service to the community

and recessed the proceedings at 11:00 a.m.

d) 11:00 a.m. - 11:30 a.m. Public Health - Kayla Schott-Bresler, Public Health Analyst:

Chair Wesen reconvened the proceedings at 11:01 a.m.

Kayla Schott-Bresler, Public Health Analyst, provided an overview and a PowerPoint presentation of the Tri-County Consortium which included Island County, Whatcom County, Skagit County and 16 municipalities. The Consortium was formed in 2015 to increase regional collaboration for affordable housing and to create a population base that would be large enough to receive an entitlement from the Department of Housing and Urban Development (HUD). She said that Skagit County was the lead agency for the Consortium.

Ms. Schott-Bresler explained that the hearing today was part of a required public participation process for the HOME Program. She indicated that the hearing served as the opportunity for public comments on the regional HOME Consortium's 2017-2018 Annual Action Plan which are consistent with the three-year Consolidated Plan for FY 2015-2017.

She explained that the 2017 allocations had not been received from the HUD and estimated that the 2017 allocation would be \$660,000. She provided information about the 2017 Action Plan goals which include expanding housing opportunities and accessibility for extremely low and moderate income households; provide rental assistance to 60 homeless households and households at risk of homelessness and provide homebuyer assistance to at least 2 households. She said that the Action Plan could not be finalized until FY 2017 HUD Allocations were released. For this reason, the documents were currently in draft form and that staff would work with the Board of County Commissioners' Chair to get an authorizing signature for submittal when the HUD allocation was received.

There was a brief discussion about the cost associated with building affordable housing; the tenant-based rental assistance program funding and selection process.

Link to PowerPoint Presentation:

<ftp://ftp.skagitcounty.net/countycommissioners/documents/agendapackets/05152017/>

1. Public Hearing to Consider Testimony Regarding the HOME Investment Partnerships Program: Consolidated Plan Action Plan for 2017-2018

Chair Wesen opened the public hearing at 11:19 a.m. Seeing no public testimony forthcoming, Commissioner Janicki made a motion to close the public hearing at 11:19 a.m. Chair Wesen seconded the motion which passed unanimously.

Ms. Schott-Bresler said that the written public comment would be extended to June 15, 2017, and people should send their comments to her.

2. Possible Action - Motion to Approve the Submittal of the 2017-2018 Annual Action Plan to the Housing and Urban Development (HUD)

A motion was made by Commissioner Janicki to approve the submittal of the 2017 Skagit County Tri-County Consortium Annual Action Plan to the Housing and Urban Development (HUD), Chair Wesen seconded the motion.

The vote passed unanimously. Commissioner Kenneth A. Dahlstedt's absence was excused

Chair Wesen recessed the proceedings at 11:22 a.m.

e) 11:30 a.m. - 12:30 p.m. Consent Agenda, Vouchers, Warrants and Miscellaneous Items

f) *2:45 p.m. - 3:30 p.m. Governor Inslee's Shellfish Tour and Discussion with the Clean Samish Initiative and Washington Shellfish Initiative (Taylor Shellfish Farms, 2182 Chuckanut Drive, Bow)

g) *3:30 p.m. - 4:00 p.m. Executive Session (None Scheduled as of the Date of this Notice)

Chair Ron Wesen and Commissioner Lisa Janicki attended an executive session on Thursday, May 18, 2017, from 2:00 p.m. to 2:58 p.m. The purpose of the executive session was Litigation - RCW 42.30.110(1)(i). (Matters relating to County enforcement actions, actual litigation, or potential litigation.) The following attorneys were present at the executive session and provided legal advice to the Board of County Commissioners: Prosecutor Rich Weyrich; and Chief Civil Deputy Prosecuting Attorney Melinda Miller. Other attendees: County Administrator Tim Holloran; Interim Emergency Medical Services Director Kevin Chao; Public Health Director Jennifer Johnson; and Assistant Human Resources Director Donnie LaPlante.

Chair Ron Wesen and Commissioner Lisa Janicki attended an executive session on Friday, May 19, 2017, from 10:00 a.m. to 10:16 a.m. The purpose of the executive session was Litigation - RCW 42.30.110(1)(i). (Matters relating to County enforcement actions, actual litigation, or potential litigation.) The following attorneys were present at the executive session and provided legal advice to the Board of County Commissioners: Prosecutor Rich Weyrich; Chief Civil Deputy Prosecuting Attorney Melinda Miller; and Senior Deputy Prosecuting Attorney Arne Denny. Other attendees: County Administrator Tim Holloran; and Public Health Director Jennifer Johnson.

IV. CONSENT AGENDA ITEMS FOR FURTHER DISCUSSION:

Chair Wesen reconvened the proceedings at 11:30 a.m.

Project Manager Jennifer Swanson provided additional information about Consent Agenda No. 14.

Noxious Weeds Interim Coordinator Joseph Shea provided additional information about Consent Agenda item No. 15.

Equipment Rental and Revolving Fund Manager Mike Elde provided additional information about Consent Agenda item No. 16.

Public Works Director Dan Berentson provided additional information about Consent Agenda item No. 18.

Transportation Section Program Manager Forrest Jones provided additional information about Consent Agenda item No. 19.

V. CONSENT AGENDA FOR MONDAY, MAY 15, 2017 (items 1 through 24):

A motion was made by Commissioner Janicki to approve the Consent Agenda items 1 through 24, including all items requiring ratification, vouchers and warrants for Monday, May 15, 2017. Chair Wesen seconded the motion.

The vote passed unanimously. Commissioner Kenneth A. Dahlstedt's absence was excused

a) COMMISSIONERS:

1. Record of the Proceedings for Monday, April 24, 2017. **(Approved)**
2. Record of the Proceedings for Tuesday, April 25, 2017. **(Approved)**

b) ADMINISTRATIVE SERVICES:

3. Amendment No. A to E911 County Coordinator Professional Development Contract No. E17-041, Skagit County Contract No. C20160338 with the Washington State Military Department and State Enhanced 911 Funds for the reimbursement of eligible coordinator professional development expenses incurred as described by Washington Administrative Code (WAC) 118-66-050(3) and Enhanced 911 (E911) policies. The purpose of this amendment is to reflect a decrease of \$1,650 for FY17 funding and to insert Attachment "E" to the original Budget Sheet. The new reimbursement amount to Skagit County shall not exceed \$52,850. All other terms and conditions of the original agreement remain in effect. The performance period of July 1, 2016, through June 30, 2017, remains unchanged. **(Amendment No. A20170043)**

c) FACILITIES MANAGEMENT:

4. Personal Services Agreement with Smiley's, Inc. to provide restoration of an historic Model 1898 carriage which supports the 3.2 inch field gun normally on display in front of the Skagit County Courthouse. Compensation is based on a fee schedule and shall not exceed \$4,400, plus any applicable taxes. The Agreement is being ratified to commence on April 11, 2017, and shall continue until March 31, 2018. **(Contract No. C20170228)**
 5. Personal Services Agreement with ATS Automation, Inc. to upgrade the heating, ventilating, and air-conditioning (HVAC) controllers at Skagit County District Court, located at 600 South Third Street in Mount Vernon, from Johnson Controls to Alerton Controls. Compensation is based on a fee schedule and shall not exceed \$6,300, plus any applicable taxes. The Agreement is being ratified to commence on May 1, 2017, and shall continue until April 30, 2018. **(Contract No. C20170229)**
 6. Vendor Services Agreement with All Services Property Maintenance, LLC to provide installation of drywall and carpeting in the center room at the Search and Rescue Building, located at 11525 Knudson Road in Burlington. Compensation is based on a fee schedule and shall not exceed \$12,500, plus any applicable taxes. The Agreement shall commence on the date of execution and continues for 90 days from the date of execution. **(Contract No. C20170230)**
- d) INFORMATION SERVICES:
7. Amendment No. 1 to Personal Services Agreement No. C20150534 with RFI Communications & Security Systems to provide service, maintenance and support for the Access Control and Intrusion System (door package; intrusion panel; hardwired duress buttons; wireless duress buttons; wireless receiver; and KERI Control System) for Skagit County facilities located at the Data Center; North Campus - Continental Place; 1700 Building - College Way; Law Library; Downtown Campus; and Transfer Station. This Amendment provides for the configuration and testing of two (2) wireless double-pendant transmitter buttons at the Skagit County Courthouse and the configuration and testing of an Inovonics wireless receiver and button transmitter at the Technology Building. Compensation is increased by \$3,500 for a new compensation amount not to exceed \$21,500, not including sales tax, and is based on a fee schedule. All other terms and conditions of the original Agreement shall remain in effect including the termination date of November 29, 2017. **(Amendment No. A20170044)**
 8. Interlocal Cooperative Agreement with the Washington State Patrol (WSP) Control No. K12846 to provide Spillman public safety direct technology services, indirect technical services, shared shares, basic service, Regional Inter-governmental services, and Data Center services as described in Exhibit "A" and "B". The County will strive to provide service twenty-four (24) hours per day, seven (7) days a week. The Agreement is being ratified to commence on January 1, 2017, and continues until December 31, 2019. Charges for products and services provided to WSP by the County will be based on actual costs incurred by the County. **(Contract No. C20170231)**
 9. Government Application and Agreement with LexisNexis Risk Solutions to provide Accurint technology for the Skagit County Coroner's office to assist in locating next of kin. Compensation is based on a fee schedule and shall not exceed \$2,000 per year. The Agreement shall commence on the date of execution and continues until December 31, 2020. **(Contract No. C20170232)**
- e) PARKS, RECREATION AND FAIR:
10. Access Connection Permit with Washington State Department of Transportation (WSDOT) to permit Skagit County Parks & Recreation to access Centennial Trail, Parcel No. P110318. This access shall be permitted for 12 trips per year for trail maintenance. The Permit shall commence on the date of execution and continue into perpetuity. There is no cost associated with this Permit. **(Contract No. C20170233)**
- f) PUBLIC DEFENDER:
11. Preliminary Appearance Agreement with Mountain Law to provide legal representation to arrestees at the 8:30 a.m. preliminary appearance calendar in Skagit County District

Court. There is no monetary compensation associated with this Agreement. The Agreement is being ratified to commence on January 1, 2017, and continues until December 31, 2018. **(Contract No. C20170234)**

g) PUBLIC HEALTH:

12. Amendment No. 12 to Consolidated Contract with the State of Washington Department of Health Contract No. C17124, Skagit County Contract No. C20140646, for the delivery of public health services as described in Exhibit "A", Statement of Work. This Amendment replaces Exhibit "A" Statements of Work for the NEP Shellfish Initiative, Office of Drinking Water Group A Program, Exhibit "B-12" Allocations. Compensation to Skagit County increases from \$1,104,375 to \$1,197,375. All other terms and conditions of the original Agreement and subsequent Amendments shall remain in effect including the termination date of December 31, 2017. **(Amendment No. A20170045)**
13. Agreement No. 1783-86531 to approve General Terms and Conditions with the State of Washington Department of Social Health Services (DSHS) to govern work to be performed under Program Agreements with DSHS. The Agreement shall commence on July 1, 2017, and continue until June 30, 2023. There is no cost associated with this Agreement. **(Contract No. C20170235)**

h) PUBLIC WORKS:

14. Resolution rejecting all bids for the Lower Finney Creek Bridge Repairs Project #ES40089-3, Federal Aid #BHS-W290(001). The bids are being rejected because at the time of the bid opening on May 2, 2017, Skagit County Public Works had not received construction funding through the Washington State Department of Transportation. **(Resolution No. R20170106)**
15. Resolution to call for a public hearing to consider testimony regarding applications for appointments to serve as board members of the Skagit County Noxious Weed Control Board seats for District 1, District 4, and District 5. The public hearing is scheduled to take place on Thursday, June 29, 2017, at 6:00 p.m. at a special meeting for the Skagit County Noxious Weed Control Board in the Skagit County Commissioners' Hearing Room. **(Resolution No. R20170107)**
16. Vendor Services Agreement with ISCO Industries, Inc. to provide road maintenance materials for culvert lining as listed in Exhibit "A". Compensation is based on a fee schedule and shall not exceed \$200,000. The Agreement shall commence on the date of execution and continues until March 31, 2018. **(Contract No. C20170236)**
17. Vendor Services Agreement with Industrial Mowing and Spraying to provide mowing services at various County-owned locations. Compensation is based on a fee schedule and shall not exceed \$9,950. The Agreement shall commence on the date of execution and continues for one (1) year. **(Contract No. C20170237)**
18. Amendment No. 2 to Grant Agreement No. C20140119 with the State of Washington by and through the Salmon Recovery Funding Board (SRFB) and the Recreation and Conservation Office (RCO) to complete the North Fork Skagit Acquisition Project No. 13-1059C. This Amendment changes the project type from a combination - acquisition and planning to just a planning grant. The acquisition scope of work is not advancing due to the long-range timeline of restoration work and U.S. Army Corp of Engineers involvement through the Puget Sound Nearshore Ecosystem Restoration Project (PSNERP). Therefore, \$143,000 of Puget Sound Acquisition and Restoration Funds (PSAR) are being removed from the grant to be used on other restoration projects in the Skagit River watershed. Skagit County is retaining \$10,000 of the PSAR funds to decommission the groundwater monitoring wells that were installed on the private landowner's property during the feasibility study for the levee setback. The award amount to Skagit County shall not exceed \$285,750, which is 84.99% of the total project cost. Skagit County Clean Water Fund - Fund 120 match shall not exceed \$50,475, which is 15.01% of the project cost. The total cost of the project shall not exceed \$336,225. All other terms and conditions of the original shall remain in effect including the grant end date of June 30, 2017. **(Amendment No. A20170046)**
19. Interlocal Cooperative Agreement with the Swinomish Indian Tribal Community to

participate with the Tribe on the Swinomish to La Conner Safe Routes to School Project, for which funding has been awarded to the Tribe, as the lead agency for the Project. The purpose of this Agreement is to establish the respective responsibilities of the County and the Tribe for the Project and to provide for appropriate payment to the County for activities performed by the County, as supported by the Project funding. The Agreement shall commence on the date of execution and shall continue through September 30, 2018. The Tribe shall reimburse Skagit County for associated costs and expenses incurred by the County in an amount not to exceed \$25,000. **(Contract No. C20170238)**

20. Vendor Services Agreement with Surety Pest Control to provide pest control at the Skagit County Recycling and Transfer Station, located at 14158 Ovenell Road in Mount Vernon; Guemes Ferry terminal, located at 500 I Street in Anacortes; and any additional Skagit County sites, as needed. Compensation is based on a fee schedule and shall not exceed \$10,000. The Agreement shall commence on the date of execution and shall continue for two (2) years. **(Contract No. C20170239)**
 21. Vendor Services Agreement with Superior Maintenance Solutions, LLC (SMS) to provide maintenance of riparian restoration sites in Skagit County. The areas shall be treated according to the following schedule: during 2017 spring and/or summer - Coal Creek Mitigation Site; Day Creek CREP Site; Etach Slough CREP Site; Gribble Creek; Green Road Marsh Site; Halverson Site; Higgins Airport Way; and Wear Creek. During 2017 fall - Gribble Creek; Green Road Marsh Site; Higgins Airport Way and Wear Creek. During 2018 spring and/or summer - Coal Creek Mitigation Site; Day Creek CREP Site; Etach Slough CREP Site; Gribble Creek; Green Road Marsh Site; Halverson Site; Helmick Road Mitigation Site; Higgins Airport Way; Martin CREP Slough Site; and Wear Creek. During 2018 fall - Gribble Creek; Green Road Marsh Site; Halverson site; Higgins Airport Way and Wear Creek. All work shall be completed by October of each year. The Agreement shall commence on the date of execution and shall continue for two (2) years. Compensation is based on a fee schedule and shall not exceed \$36,498.34. **(Contract No. C20170240)**
- i) SHERIFF:
22. Amendment No. 1 to Organized Crime Drug Enforcement Task Forces (OCDETF) Investigation/Strategic Initiative Agreement Number PA-WAW-0307, Skagit County Agreement No. C20160535, for the purpose of receiving reimbursement for costs incurred by the Skagit County Sheriff's Office in providing resources to joint operations/task forces. Skagit County did not experience expenses that met the original amount of \$2,500 prior to the close of the investigation. This Amendment de-obligates projected funding to Skagit County in the amount of \$984.06 for a new compensation not to exceed \$1,515.94. All other terms and conditions shall remain in effect including the termination date of September 30, 2017. **(Amendment No. A20170047)**
 23. Amendment No. 1 to Organized Crime Drug Enforcement Task Forces (OCDETF) Investigation/Strategic Initiative Agreement Number PA-WAW-0308, Skagit County Agreement No. C20160536, for the purpose of receiving reimbursement for costs incurred by the Skagit County Sheriff's Office in providing resources to joint operations/task forces. Skagit County did not experience any expenses prior to the close of the investigation. This Amendment de-obligates projected funding to Skagit County in the amount of \$2,500. All other terms and conditions shall remain in effect including the termination date of September 30, 2017. **(Amendment No. A20170048)**
 24. Amendment No. 1 to Interagency Agreement No. K12102, Skagit County Agreement No. C20160313, with the Washington State Patrol (WSP) for overtime reimbursement for one detective's participation in operations coordinated between WSP and the Skagit County Interlocal Drug Enforcement Unit (SCIDEU). This Amendment extends the term of the Agreement from June 30, 2017, to June 30, 2018, and changes the WSP Project Manager contact information. All other terms and conditions shall remain in effect including SCIDEU reimbursing WSP for actual overtime costs in an amount not to exceed \$9,000. **(Amendment No. A20170049)**

VI. MISCELLANEOUS AGENDA (item 1):

Facilities Management Director Dan Fitting provided additional information about Miscellaneous Agenda item No. 1.

a) **FACILITIES MANAGEMENT:**

1. Amendment No. 2 to Lease Agreement No. C20100316) with the Concrete Food Bank for the County building located at 45942 Main Street, Concrete. Lessee is responsible for all utility payments. Compensation to the County shall be \$287 per month. The purpose of this Amendment is to extend the lease term to November 15, 2017, and to make the lease transferable upon the sale of the property. All other terms and conditions of the original Agreement shall remain in effect. **(Amendment No. A20170050)**

A motion was made by Commissioner Janicki to approve Miscellaneous Agenda item No. 1. Chair Wesen seconded the motion.

The vote passed unanimously. Commissioner Kenneth A. Dahlstedt's absence was excused

VII. **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) Warrants numbered 461489 through 461532 from Clearing Fund 696 in the total dollar amount of \$181,249.58 (Transmittal No. C-66-17); and
 - b) Warrants numbered 461533 through 461858 from Clearing Fund 696 in the total dollar amount of \$6,985,327.20 (Transmittal No. C-67-17); and
 - c) Payroll warrants numbered 382429 through 383148 in the total dollar amount of \$1,167,957.04 (Transmittal No. P-17-17); and
 - d) Junior District Payroll warrants numbered 815710 through 815845 in the total dollar amount of \$264,005.82 (Transmittal No. P-18-17).

VIII. **ADJOURNMENT:**

Chair Wesen adjourned the proceedings at 11:51 a.m.

**BOARD OF COMMISSIONERS
SKAGIT COUNTY, WASHINGTON**

Ron Wesen, Chair

Kenneth A. Dahlstedt , Commissioner

Lisa Janicki, Commissioner

ATTEST:

Clerk of the Board

