

**RECORD OF THE PROCEEDINGS
SKAGIT COUNTY BOARD OF COMMISSIONERS
MONDAY, OCTOBER 7, 2024**

The Skagit County Board of Commissioners met in regular session on Monday, October 7, 2024, with Chair Peter Browning, Commissioner Lisa Janicki, and Commissioner Ron Wesen present.

I. CALL TO ORDER:

Chair Browning called the proceedings to order at 10:15 a.m.

II. AGENDA:

a) 10:15 a.m. - 10:45 a.m. Department Budget Meetings

The purpose of the department budget meetings was for Assigned Counsel to provide their annual budget requests.

Attendees:

Chair Peter Browning
Commissioner Lisa Janicki
Commissioner Ron Wesen
County Administrator Trisha Logue
Deputy County Administrator Jennifer Johnson
Human Resources/Risk Management Director Bonnie Beddall
Financial System Administrator Chester Humbert Finance
Assistant Vicky Gonzalez
Office of Assigned Counsel Director Carmen Purcell
Office of Assigned Counsel Staff Assistant Aileen Gonzalez-Zesati

Chair Browning recessed the proceedings at 10:36 a.m.

b) *11:00 a.m. Pledge of Allegiance

Chair Browning reconvened the proceedings at 11:01 a.m. and led the gallery in the salute to the flag. Commissioner Wesen was excused.

c) *11:00 a.m. - 11:30 a.m. Consent Agenda, Vouchers, Warrants and Miscellaneous Items:

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

The Commissioners commented on Consent Agenda items 6, 7, 13, 14, 15, 16, and 18.

2. CONSENT AGENDA FOR MONDAY, OCTOBER 7, 2024 (items 1 through 20):

A motion was made by Commissioner Janicki to approve Consent Agenda Items 1 through 20, including all items requiring ratification, vouchers and warrants for Monday, October 7, 2024. Chair Browning seconded the motion.

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

a) COMMISSIONERS:

1. Record of the Proceedings for Monday, September 30, 2024. **(Approved)**
2. Record of the Proceedings for Tuesday, October 1, 2024. **(Approved)**
3. Record of the Proceedings for Wednesday, October 2, 2024. **(Approved)**
4. Record of the Proceedings for Friday, October 4, 2024. **(Approved)**

b) ADMINISTRATIVE SERVICES:

5. Resolution approving the revision of membership of the Northwest Clean Air Agency by adding San Juan County. **(Resolution No. R20240203)**

c) BUDGET AND FINANCE:

6. Amendment No. 2 to Interlocal Cooperative Agreement No. C20230350 with the Port of Anacortes to award \$500,000 of Economic Development/Public Facilities Projects grant funds to support Curtis Wharf Access Improvement Project – Phase 2. This Amendment extends the term of the Agreement from October 31, 2024 to March 31, 2025 to provide additional time to complete the project. All other terms and conditions of the original Agreement and prior Amendment shall remain in effect. **(Amendment No. A20240207)**
7. Amendment No. 4 to Interlocal Cooperative Agreement No. C20220486 with Port of Anacortes to award \$250,000 of Economic Development/Public Facilities Projects grant funds to support Curtis Wharf Access Improvement Project. This Amendment extends the term of the Agreement from October 31, 2024 to March 31, 2025 to provide additional time to complete the project. All other terms and conditions of the original Agreement and prior Amendments shall remain in effect. **(Amendment No. A20240208)**

d) EMERGENCY MEDICAL SERVICES:

8. Resolution to recommend the appointment of members to serve on the North Region Emergency Medical Services and Trauma Care Council. **(Resolution No. R20240204)**

- e) OFFICE OF JUVENILE COURT:
 9. Interlocal Cooperative Agreement with Concrete School District to fund a BECCA Case Manager Position to help file truancy petitions, provide truancy intervention, and case management. Compensation shall not exceed \$1,440. The Agreement is ratified to commence on September 1, 2024 and continue through August 31, 2025. **(Contract No. C20240492)**

- f) PARKS AND RECREATION:
 10. Amendment No. 1 to Personal Services Agreement No. C20230159 with Freeland and Associates, Inc. for the provision of civil engineering services for the Skagit Valley Playfields project and other engineering services as assigned. This Amendment extends the term of the Agreement to December 31, 2025. Compensation remains the same and shall not exceed \$25,000. All other terms and conditions of the original Agreement shall remain in effect. **(Amendment No. A20240209)**
 11. Amendment No. 1 to Vendor Services Agreement No. C20230463 with Johnny's Septic Service, Inc. to provide septic services at the following Skagit County Parks: Donovan Park, Sharpe Park, Samish Island Park, Clear Lake Beach, Northern State Recreation Area, Swinomish Boat Launch, Howard Miller Steelhead Park, Pressentin Park, and others as directed. This Amendment extends the term of the Agreement to October 9, 2025. Compensation remains the same and shall not exceed \$10,000. All other terms and conditions of the original Agreement shall remain in effect. **(Amendment No. A20240210)**

- g) PUBLIC HEALTH:
 12. Resolution designating Chair Peter Browning as the authorized Chief Administrative Official to act in all official matters in connection with the Capital Funding Contract with Washington State Department of Commerce Homeownership Unit, Contract No. 22-94115-019, and Promissory Note to provide \$870,000 to Skagit County to fund the Down Payment Assistance for 11 single-family homes to serve low-income first-time homebuyers. **(Resolution No. R20240205)**
 13. Capital Funding Contract with Washington State Department of Commerce Homeownership Unit, Contract No. 22-94115-019, and Promissory Note to provide \$870,000 to Skagit County to fund the Down Payment Assistance for 11 single family homes to serve low-income first-time homebuyers. The Contract shall commence on the date of execution and continue until September 30, 2049. **(Contract No. C20240493)**
 14. Personal Services Agreement with Welcome Home Skagit to provide year-round low-barrier drop-in day shelter service at Salem Lutheran Church located at 2529 North LaVenture Road in Mount Vernon. Compensation is based on a reimbursement schedule for personnel, facility support, direct client services, and administrative expenses and shall not exceed \$327,250. The Agreement is ratified to commence on July 1, 2024 and continue until June 30, 2025. **(Contract No. C20240494)**
 15. Interlocal Cooperative Agreement with Eastern Washington University to maintain the Skagit Trends data indicator website, a project of the Population Health Trust, and other Responsibilities per paragraph two of the Agreement. Compensation shall not exceed \$17,500. The Agreement shall commence on the date of execution and continue until June 30, 2025. **(Contract No. C20240495)**

- h) PUBLIC WORKS:
 16. Resolution awarding the bid for the Nookachamps Creek Riparian Restoration Project #WA120333-1-46 to Olson Environmental in the amount of \$75,769.99. **(Resolution No. R20240206)**
 17. Resolution awarding the bid for the Upfit of One (1) Skagit County Jail Transport Van to Full-Time Fabrication, LLC in the amount of \$135,748.91. **(Resolution No. R20240207)**
 18. Resolution calling for bids for the Purchase and Assembly of (QTY 3) Marine Diesel Engine Packages for the Vehicle and Passenger Ferry M/V Guemes Project #FE8-60. The bid opening is scheduled to take place on Monday, October 28, 2024, at 12:00 p.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 phone: 1 (253) 215-8782 Meeting ID: 871 8000 1980 or by computer, tablet, or smartphone: <https://us06web.zoom.us/j/87180001980?pwd=eEVGUGkxZ3NkQkhYSnhBMEO2RTQrdz09> **(Resolution No. R20240208)**

- i) RISK MANAGEMENT:
 19. Insurance Renewal Premiums from Washington Counties Risk Pool (WCRP) for liability, property, cyber, terrorism, and crime insurance coverages. Compensation shall not exceed \$3,048,334. Coverage is from October 1, 2024 through December 31, 2025. **(Contract No. C20240496)**

- j) SHERIFF:
 20. Agreement with Guardian Security Systems, Inc. for the purchase and installation of an alarm system for a building for the Skagit County Interlocal Drug Enforcement Unit (SCIDEU). Compensation for the system shall not exceed \$3,479.15 in addition to a monthly service fee of \$57 plus sales tax. The Agreement shall commence on the date of execution and will continue for 36 months. After the initial 36-month term, the Agreement shall continue thereafter for successive one (1) year periods until terminated. **(Contract No. C20240497)**

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 HMA from Clearing Fund 696 in the total dollar amount of \$165,506.94 (Transmittal No. C-254-24); and
 - b) ACH Transfer Request Form and Certification to Trusteed Plans Service Corporation from Clearing Fund 696 in the total dollar amount of \$1,776.84 (Transmittal No. C-256-24); and

- c) ACH Transfer Request Form and Certification to HealthEquity from Clearing Fund 696 in the total dollar amount of \$15,564.63 (Transmittal No. C-257-24); and
- d) ACH Transfer Request Form and Certification to HealthEquity from Clearing Fund 696 in the total dollar amount of \$2,216.48 (Transmittal No. C-258-24); and
- e) ACH Transfer Request Form and Certification to Delta Dental from Clearing Fund 696 in the total dollar amount of \$20,918.35 (Transmittal No. C-259-24); and
- f) Warrants numbered 587510 through 587782 from Clearing Fund 696 in the total dollar amount of \$4,476,928.13 (Transmittal No. C-260-24).

Chair Browning recessed the proceedings at 11:07 a.m.

- d) *11:30 a.m. - 11:45 a.m. Board of County Commissioners:

Chair Browning reconvened the proceedings at 11.30 a.m.

1. Public Comment Period

No one was present for public comment period.

2. County and Individual Success Stories

No one was present to provide stories.

3. Miscellaneous (announcements, letters, etc.)

The Commissioners discussed Commissioner Janicki's role on the Board of Natural Resources, the Powerful Partnerships event that occurred at McIntyre Hall, Chair Browning's role on the County Road Administration Board, and a recent Burlington Rotary event where 95-year-old resident and local business owner Duane Stowe was honored.

Chair Browning recessed the proceedings at 11:38 a.m.

- e) 12:00 p.m. - 1:00 p.m. Washington State Association of Counties Virtual Assembly hosted by WSAC
- f) 12:30 p.m. - 1:30 p.m. Work Session with Human Resources

Chair Browning reconvened the proceedings at 12:30 p.m.

The Commissioners held a work session with Human Resources to review Health Insurance Standard Plan Documents.

Attendees:

Chair Peter Browning
 Commissioner Lisa Janicki
 Commissioner Ron Wesen
 County Administrator Trisha Logue
 Deputy County Administrator Jennifer Johnson
 Human Resources/Risk Management Director Bonnie Beddall
 Human Resources Benefits Analyst Katie Hilsinger
 Kristen Brace from AJG
 Monica Davis from AJG
 Sarah Ball from Access TPA

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

- g) 2:00 p.m. - 3:00 p.m. Celebration for the Completion of Phase 1 for Skagit Transit MOA 2 (11784 Bay Ridge Drive, Burlington)
- h) *3:00 p.m. - 4:00 p.m. Flood Awareness Week Kick-off and Proclamation Recognizing October 7 through October 11 at Flood Awareness Week

Chair Browning reconvened the proceedings at 3:01 p.m. and introduced Department of Emergency Management Chief Julie de Losada.

Chief de Losada discussed the work to safeguard Skagit County from floods and the importance of being prepared for flooding emergencies: both in taking personal responsibility as an individual and for organizations. She discussed the important partnerships and collective efforts of the Dike Districts, dam operators, Army Corps of Engineers, Cities, Towns, emergency management teams, first responders, and public works to protect homes, businesses, and the landscape.

Discussion was held about preparedness, work to secure flood storage behind the dam, individual responsibility, community resiliency, and events occurring during Flood Awareness Week.

Commissioner Wesen read the proclamation recognizing October 7 through 11 as Flood Awareness Week.

Director of Operations at Skagit County Dike District 17 Daryl Hamburg discussed the important partnership with the Army Corps of Engineers through the PL8499 Program (Public Law 8499). This program brought together Puget Sound Energy, WA Department of Ecology, WA Department of Fish and Wildlife, Seattle City Light, and more to allow Skagit County to work to keep people dry.

Discussion was held about the Dike District certifications on the Skagit River. Their levies were classified as PL8499 levies and were supported by the Army Corps of Engineers. The PL8499 engaged the Army Corps of Engineers for flood fights and maintenance. The estimated value of the levies was over 2 billion dollars, and they were expensive to repair. Through the PL8499 Program, 80% of the cost for repairs was covered.

Discussion was held about the Samish River. It was not part of the PL8499 Program as there were many requirements and standards to meet and they had not applied.

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

No executive sessions were scheduled for the week of October 7, 2024.

j) 5:00 p.m. - 6:30 p.m. League of Women Voters Candidate Meet and Greet and Forum (Skagit PUD Meeting Room, 1415 Freeway Drive, Mount Vernon)

III. ADJOURNMENT:

Chair Browning adjourned the proceedings at 3:20 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

Lisa Janicki, Commissioner

Ron Wesen, Commissioner

ATTEST:

Clerk of the Board