

**RECORD OF THE PROCEEDINGS
SKAGIT COUNTY BOARD OF COMMISSIONERS
MONDAY, MARCH 17, 2025**

The Skagit County Board of Commissioners met in regular session on Monday, March 17, 2025, with Chair Lisa Janicki, Commissioner Ron Wesen, and Commissioner Peter Browning present.

I. CALL TO ORDER:

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

II. AGENDA:

a) 8:45 a.m. - 9:30 a.m. Briefing – Public Works and Department of Emergency Management

The purpose of the briefing was for Public Works and the Department of Emergency Management to provide updates.

Attendees:

Chair Lisa Janicki
Commissioner Ron Wesen
Commissioner Peter Browning
County Administrator Trisha Logue
Deputy County Administrator Jennifer Johnson
Interim Public Works Director Michael See
Acting County Engineer Tom Weller
Public Works Controller Marie Lambert
Department of Emergency Management Chief Julie de Losada
Risk and Safety Manager Mary Houben
Human Resources Representative Rachele Stohl
Communications Manager Jenn Rogers

Chair Janicki recessed the proceedings at 9:28 a.m.

Briefings: <https://www.skagitcounty.net/CountyCommissioners/Documents/AgendaPackets/03172025.zip>

b) 9:45 a.m. - 10:30 a.m. Monthly Briefing – Planning and Development Services

Chair Janicki reconvened the proceedings at 9:45 a.m.

The purpose of the briefing was for Planning and Development Services to provide updates.

Attendees:

Chair Lisa Janicki
Commissioner Ron Wesen
Commissioner Peter Browning
County Administrator Trisha Logue
Deputy County Administrator Jennifer Johnson
Civil Deputy Prosecuting Attorney Jason D'Avignon
Assistant Planning and Development Services Director Allen Rozema
Administrative Coordinator Lavelle Pilon
Planning Systems Manager Launa Black
Building Official Randy Johnson
Senior Planner Tara Satushek
Senior Human Resources Representative Jason Lewis
Communications Manager Jenn Rogers

Chair Janicki recessed the proceedings at 10:16 a.m.

Briefings: <https://www.skagitcounty.net/CountyCommissioners/Documents/AgendaPackets/03172025.zip>

- c) 10:30 a.m. - 11:00 a.m. Weekly Check-In with Gordon Thomas Honeywell Governmental Affairs

Chair Janicki reconvened the proceedings at 10:30 a.m.

The purpose of the meeting was for Gordon Thomas Honeywell Governmental Affairs consultants to discuss updates from the legislative session.

Attendees:

Chair Lisa Janicki
 Commissioner Ron Wesen
 Commissioner Peter Browning
 County Administrator Trisha Logue
 Deputy County Administrator Jennifer Johnson
 Josh Weiss, Gordon Thomas Honeywell Governmental Affairs Consultant
 Communications Manager Jenn Rogers

Chair Janicki recessed the proceedings at 10:54 a.m.

- d) *2:00 p.m. Pledge of Allegiance

Chair Janicki reconvened the proceedings at 2.00 p.m. and led the gallery in the salute to the flag.

- e) *2:00 p.m. - 2:30 p.m. Consent Agenda, Vouchers, Warrants and Miscellaneous Items:

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

The Commissioners commented on Consent Agenda items 4 through 9, 13, 14, 21, and 23.

2. CONSENT AGENDA FOR MONDAY, MARCH 17, 2025 (items 1 through 24):

A motion was made by Commissioner Browning to approve Consent Agenda Items 1 through 24, including all items requiring ratification, vouchers and warrants for Monday, March 17, 2025. Commissioner Wesen seconded the motion.

The vote passed unanimously.

- a) COMMISSIONERS:

1. Record of the Proceedings for Monday, March 10, 2025. **(Approved)**
2. Record of the Proceedings for Tuesday, March 11, 2025. **(Approved)**
3. Record of the Proceedings for Thursday, March 13, 2025. **(Approved)**
4. Resolution to appoint Gery Cardenas to the Skagit County Fairgrounds Advisory Board. Gery Cardenas shall serve a three-year term effective March 1, 2025 and shall expire on February 29, 2028. **(Resolution No. R20250062)**
5. Resolution to appoint Monique Brigham to the Skagit County Fairgrounds Advisory Board. Monique Brigham shall serve a three-year term effective March 1, 2025 and shall expire on February 29, 2028. **(Resolution No. R20250063)**
6. Resolution to appoint Kristen Keltz to the Skagit County Fairgrounds Advisory Board. Kristen Keltz shall serve a three-year term effective March 1, 2025 and shall expire on February 29, 2028. **(Resolution No. R20250064)**

7. Resolution to appoint Robert Desmarais to the Skagit County Fairgrounds Advisory Board. Robert Desmarais shall serve a three-year term effective March 1, 2025 and shall expire on February 29, 2028. **(Resolution No. R20250065)**
 8. Resolution to appoint Dorothy Elsner to the Skagit County Fairgrounds Advisory Board. Dorothy Elsner shall serve a three-year term effective March 1, 2025 and shall expire on February 29, 2028. **(Resolution No. R20250066)**
 9. Resolution to appoint Henry Davies to the Skagit County Fairgrounds Advisory Board. Henry Davies shall serve a three-year term effective March 1, 2025 and shall expire on February 29, 2028. **(Resolution No. R20250067)**
- b) FACILITIES MANAGEMENT:
10. Personal Services Agreement with H.E. Solutions, LLC dba Custom Energy Consultants to provide required forms and submittals to comply with the State of Washington Clean Buildings Act. Compensation shall not exceed \$38,853 and is based on a fee schedule. The Agreement shall commence on the date of execution and continue until December 31, 2025. **(Contract No. C20250135)**
 11. Amendment No. 1 to Personal Services Agreement No. C20230116 with Guardian Security Systems, Inc. to conduct annual smoke control testing at the Skagit County Community Justice Center and Juvenile Detention. This Amendment extends the term of the Agreement by one year and will continue until March 31, 2026 and increases compensation from \$30,000 to \$45,000. All other terms and conditions of the Agreement shall remain in effect. **(Amendment No. A20250042)**
- c) INFORMATION SERVICES:
12. Amendment No. 2 to Services Agreement No. C20220042 with Cityzen Solutions Inc. DBA PublicInput.com to provide software for community engagement on County initiatives and projects. This Amendment extends the term by two years, ending on April 21, 2027, and increases compensation from \$45,863 to \$80,213. All other terms and conditions of the original Agreement and prior Amendment shall remain in effect. **(Amendment No. A20250043)**
 13. Amendment No. 2 to Subscription Agreement No. C20230118 with TouchPhrase Development, LLC dba Julota for a co-response software system to mitigate arrests and incarcerations by diverting clients to appropriate resources while increasing access to assistance. This Amendment updates the fee schedules for 2025-2026. Compensation increased from \$86,500 to \$94,700. All original terms and conditions of the original Agreement and prior Amendment will remain in effect. **(Amendment No. A20250044)**
- d) PARKS, RECREATION AND FAIR:
14. Vendor Services Agreement with Eager Beaver Tree Services Inc. for the removal of hazardous and environmentally sensitive trees from Skagit Valley Playfields and other properties as needed. Compensation shall not exceed \$10,000. The Agreement shall commence on the date of execution and continue for one year. **(Contract No. C20250136)**
- e) PUBLIC HEALTH:
15. Personal Services Agreement with Shew Design, Inc. to support the redesign of the Skagit Rising website. Compensation shall not exceed \$11,000 and is based on a fee schedule. The Agreement shall commence on the date of execution and continue until June 30, 2025. **(Contract No. C20250137)**
 16. Personal Services Agreement with PrairieWood Consulting, LLC to provide service recommendations and staff training to Skagit County Public Health. Compensation shall not exceed \$24,000. The Agreement is ratified to

commence on February 1, 2025 and continue until June 30, 2025. **(Contract No. C20250138)**

17. Advertiser Agreement with Outfront Media, Contract No. 4081363, to promote Skagit County Public Health's Opioid Overdose Awareness Campaign. Compensation shall not exceed \$5,400. The Agreement shall commence on April 1, 2025 and continue until June 30, 2025. **(Contract No. C20250139)**
18. Resolution authorizing Commissioner Lisa Janicki to electronically sign the submission of Amendment No. 2 to Consolidated Contract No. C20240672 with Washington State Department of Health (DOH Contract No. CLH32065). **(Resolution No. R20250068)**
19. Amendment No. 2 to Consolidated Contract No. C20240672 with Washington State Department of Health (DOH Contract No. CLH32065) for the delivery of public health services in Skagit County. This Amendment updates Exhibit A, Statements of Work, to add and amend two Injury and Violence Prevention Programs and increases funding from \$3,433,538 to \$3,467,578. The term remains the same and shall continue until December 31, 2027. All other terms and conditions of the original Agreement and prior Amendment shall remain in effect. **(Amendment No. A20250045)**

f) PUBLIC WORKS:

20. Resolution for the approval of maps, plans, and specifications and to call for bids for the Skagit River Marblemount Bridge Project #ES40070-5. The bid opening is scheduled to take place on Monday, April 21, 2025, at 1:00 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, remote <https://us06web.zoom.us/j/87180001980?pwd=eEVGUGlkxZ3NkQkhYSnhBMEo2RTQrdz09> or by phone: 1 (253) 215-8782 Meeting ID: 871 8000 1980. **(Resolution No. R20250069)**
21. Amendment No. 4 to Vendor Services Agreement No. C20210119 with Arrow Launch Service, Inc. to provide temporary passenger-only ferry service between Anacortes and Guemes Island, Washington during the M/V Guemes' scheduled haul-out and maintenance. This Amendment increases compensation by \$37,000 for anticipated services during the 2025 Guemes Ferry haul out. Total compensation shall not exceed \$417,000. The term remains the same and shall continue until April 1, 2025. All other terms and conditions of the original Agreement and prior Amendments shall remain in effect. **(Amendment No. A20250046)**
22. Amendment No. 3 to Personal Services Agreement No. C20240204 with Confluence Environmental Company for the completion of a Skagit Shoreline Needs Assessment in support of the Skagit Marine Resources Committee's (MRC) goal to produce an inventory of prioritized conservation and restoration projects. This Amendment revises Exhibit A, Scope of Work, to add Task 6 to update the nearshore assessment tool to improve the functionality for members, partners, and the public. This Amendment also increases compensation by \$10,000 for a new total compensation amount not to exceed \$50,000. The term remains the same and shall continue until December 31, 2025. All other terms and conditions of the original Agreement and prior Amendments shall remain in effect. **(Amendment No. A20250047)**
23. Personal Services Agreement with Environmental Science Associates for the provision of hydrologic and hydraulic services on an as-needed, task order basis, for non-federally funded capital road projects. Compensation is based on a rate schedule and shall not exceed \$150,000. The Agreement shall commence on the date of execution and continue for two years. **(Contract No. C20250140)**

g) SUPERIOR COURT:

24. Personal Services Agreement with The Language Exchange, Inc. to provide interpreter services to Superior and District Court for court hearings and trials. Compensation shall not exceed \$300,000 and is based on a rate

schedule. The Agreement is ratified to commence on January 1, 2025 and shall continue until December 31, 2025. **(Contract No. C20250141)**

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 Costco Health Solutions from Clearing Fund 696 in the total dollar amount of \$72,377.98 (Transmittal No. C-55-25); and
 - b) ACH Transfer Request Form and Certification to Health Equity from Clearing Fund 696 in the total dollar amount of \$16,300.33 (Transmittal No. C-56-25); and
 - c) ACH Transfer Request Form and Certification to Delta Dental Corporation from Clearing Fund 696 in the total dollar amount of \$21,476.15 (Transmittal No. C-57-25); and
 - d) ACH Transfer Request Form and Certification to Health Equity from Clearing Fund 696 in the total dollar amount of \$9,047.59 (Transmittal No. C-58-25); and
 - e) ACH Transfer Request Form and Certification to HMA from Clearing Fund 696 in the total dollar amount of \$41,468.40 (Transmittal No. C-59-25); and
 - f) Warrants numbered 596651 through 597009 from Clearing Fund 696 in the total dollar amount of \$4,877,226.12 (Transmittal No. C-60-25).

4. MISCELLANEOUS AGENDA (items 1 through 6):

Central Services Director Russell Walker provided information on Miscellaneous Agenda Item 1. Parks and Recreation Operations & Lands Manager Joseph Shea provided additional information on Miscellaneous Agenda items 2 and 3. The Commissioners commented on Miscellaneous Agenda item 4.

A motion was made by Commissioner Wesen to approve

Miscellaneous Agenda items 1 through 4

Commissioner Browning seconded the motion.
The vote passed unanimously.

Commissioner Wesen had been advised to recuse himself from taking action on Miscellaneous Agenda item 5 since he served on the Board of Community Action Agency of Skagit County.

A motion was made by Commissioner Browning to approve

Miscellaneous Agenda item 5.

Chair Janicki seconded the motion.
The vote passed unanimously.

Commissioner Browning had been advised to recuse himself from taking action on Miscellaneous Agenda item 6 since he served on the Board of Chinook Enterprises.

A motion was made by Commissioner Wesen to approve

Miscellaneous Agenda item 6.

Chair Janicki seconded the motion.

The vote passed unanimously.

a) INFORMATION SERVICES:

1. Resolution declaring an emergency and waiving the competitive bidding requirements pursuant to RCW 36.32.270 and RCW 39.04.280 to authorize the repair and/or replacement of video cameras at the Skagit County Community Justice Center. **(Resolution No. R20250070)**

b) PARKS, RECREATION & FAIR:

2. Interlocal Cooperative Agreement with the City of Mount Vernon to construct a new public restroom facility at the Fairgrounds that will require a Boundary Line Adjustment (BLA) to be completed involving both the County property, Parcel No. P29184, and the City property, Parcel No. 29093, so that the project may be constructed on property owned solely by the County. No compensation is associated with this Agreement. The Agreement shall commence on the date of mutual execution by both parties and continue for one year, or until the Quitclaim Deed BLA has been completed and recorded with the Skagit County Auditor, or until the water lines have been relocated, whichever is later. **(Contract No. C20250142)**
3. Quitclaim Deed (Boundary Line Adjustment) by and between the City of Mount Vernon and Skagit County, both as grantor and grantee, to transfer a portion of Skagit County owned property (Parcel No. 29184) to Mount Vernon, and to receive a portion of Mount Vernon owned property (Parcel No. P29093) to facilitate a public project. No compensation is associated with this Deed which shall commence on the date of execution and continue in perpetuity. **(Contract No. C20250143)**

c) PLANNING AND DEVELOPMENT SERVICES:

4. Resolution authorizing a Request for Qualifications (RFQ) for an Engineering Firm for the Edison Clean Water District Subarea UV Disinfection System Improvements. The closing date and time for statements of qualifications to be submitted shall be Tuesday, April 1, 2025 at 4:30 p.m. **(Resolution No. R20250071)**

d) PUBLIC HEALTH:

5. Amendment No. 1 to Personal Services Agreement No. C20240552 with Community Action of Skagit County to manage and operate a Severe Weather Shelter during extreme cold temperatures at the request of Skagit County Public Health at the Concrete Community Center located at 45821 Railroad Avenue in Concrete. This Amendment increases compensation from \$45,945 to an amount not to exceed \$69,233 for additional staff costs and training and adds another GL Code for billing. The term remains the same and shall continue until April 30, 2025. All other terms and conditions of the original Agreement shall remain in effect. **(Amendment No. A20250048)**

e) PUBLIC WORKS:

6. Resolution awarding the bid and appropriating funds for the 2025 Landscaping Maintenance Projects ES50-13, ES50-14, and WM50-512 to Chinook Enterprises in the amount of \$52,552.60. **(Resolution No. R20250072)**

Chair Janicki recessed the proceedings at 2:16 p.m.

f) 2:30 p.m. - 3:30 p.m. Executive Session (Security - RCW 42.30.110(1)(a)(ii))

1. Call Public Meeting to Order

Chair Janicki reconvened the proceedings at 2:30 p.m. and announced that they would be going into an executive session until 3:30 p.m. regarding security.

Chair Lisa Janicki, Commissioner Ron Wesen, Commissioner Peter Browning, County Administrator Trisha Logue, Deputy County Administrator Jennifer Johnson, Risk and Safety Manager Mary Houben, Systems Administrator Brennan Wright, Central Services Director Russell Walker, Assistant Central Services Director Brian Young, Cyber Security Analyst Gideon Hankins, Project Manager Jess Boffey, Chief of Corrections Don Marlow, and Lieutenant Deanna Randall-Secrest were present. The following attorneys were present to provide legal advice to the Commissioners: Prosecuting Attorney Rich Weyrich, Chief Civil Deputy Prosecuting Attorney Erik Pedersen, and Deputy Prosecuting Attorney Melinda Miller.

2. Executive Session

The executive session started at 2:31 p.m. and ended at 3:21 p.m.

3. Reconvene Public Meeting for the Sole Purpose of Adjournment

Chair Janicki reconvened the proceedings and announced that no action had taken place.

III. ADJOURNMENT:

Chair Janicki adjourned the proceedings at 3:21 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**

Lisa Janicki, Chair

Peter Browning, Commissioner

Ron Wesen, Commissioner

ATTEST:

Clerk of the Board