

**Whatcom County  
Council Finance and Administrative Services Committee**

COUNTY COURTHOUSE  
311 Grand Avenue, Ste #105  
Bellingham, WA 98225-4038  
(360) 778-5010



**Committee Minutes - Final**

**Tuesday, March 22, 2022  
10:45 AM  
Hybrid Meeting**

HYBRID MEETING - ADJOURNS BY 12:30 P.M. (PARTICIPATE IN-PERSON OR  
SEE REMOTE JOIN INSTRUCTIONS AT [www.whatcomcounty.us/joinvirtualcouncil](http://www.whatcomcounty.us/joinvirtualcouncil)  
OR CALL 360.778.5010)

**COUNCILMEMBERS**

Tyler Byrd  
Carol Frazey  
Kathy Kershner

**CLERK OF THE COUNCIL**

Dana Brown-Davis, C.M.C.

## **Call To Order**

Committee Chair Tyler Byrd called the meeting to order at 10:45 a.m. in a hybrid meeting.

## **Roll Call**

**Present:** 3 - Tyler Byrd, Carol Frazey, and Kathy Kershner

**Absent:** None

Also Present: Barry Buchanan, Todd Donovan, Ben Elenbaas, and Kaylee Galloway

## **Announcements**

## **Committee Discussion and Recommendation to Council**

1. [AB2022-152](#) Resolution amending the Flood Control Zone District & Subzones 2022 budget, request no. 1, in the amount of \$1,421,000 (Council acting as the Whatcom County Flood Control Zone District Board of Supervisors)

**Frazey moved that the Resolution (FCZDBS) be RECOMMENDED FOR APPROVAL. The motion carried by the following vote:**

**Aye:** 2 - Byrd, and Frazey

**Nay:** 0

**Absent:** 0

**Temp Absent:** 1 - Kershner

2. [AB2022-153](#) Ordinance amending the 2022 Whatcom County Budget, request no. 6, in the amount of \$1,393,462

**Frazey moved** that the Ordinance be RECOMMENDED FOR ADOPTION.

Byrd announced that Councilmember Kathy Kershner joined the meeting after the vote on the first agenda item.

Doug Chadwick, Undersheriff, answered what the drone system might be used for and whether these are replacements or new technology.

Ann Beck, Health Department, answered a question about the request for \$101,352 to fund a contracted Veteran Service Officer and whether it is the same position being considered in Consent Agenda item number twelve (AB2022-187).

**Frazey's motion that the Ordinance be RECOMMENDED FOR ADOPTION**

**carried by the following vote:**

**Aye:** 3 - Byrd, Frazey, and Kershner

**Nay:** 0

**Absent:** 0

3. [AB2022-180](#) Request authorization for the County Executive to enter into a contract between Whatcom County and Whatcom Dispute Resolution Center to operate the Eviction Resolution Pilot Program, in the amount of \$74,800

***Frazey moved*** that the Contract be RECOMMENDED FOR AUTHORIZATION.

The following people presented:

- Ann Beck, Health Department
- Moonwater, Whatcom Dispute Resolution Center (WDRC)

Moonwater answered whether the funding will need to continue or whether it is one-time funding.

Tyler Schroeder, Executive's Office, answered whether this would qualify as an unfunded mandate and whether the County would get the money back since it is a State mandate that is not fully funded.

Moonwater continued to answer questions and answered whether the WDRC is providing legal counsel to the landlords and tenants, what happens when landlords withdraw and what might be the cause of that, whether they have run into an instance where landlords are not able to cover their mortgage payments, whether this is an ongoing project that will be around in perpetuity or whether it just working through the backlog caused by the COVID-19 pandemic, and the best way for a landlord or tenant to get engaged in the process if they have not done so.

**Frazey's motion that the Contract be RECOMMENDED FOR AUTHORIZATION carried by the following vote:**

**Aye:** 3 - Byrd, Frazey, and Kershner

**Nay:** 0

**Absent:** 0

### **Council "Consent Agenda" Items**

Frazey requested that they consider Consent Agenda item number ten

(AB2022-185) separately.

Donovan requested that they consider Consent Agenda item number three (AB2022-161) separately.

**Byrd moved** to approve Consent Agenda items one, two, four through nine, eleven and twelve. Councilmembers voted on those items (see votes on individual items below).

1. [AB2022-139](#) Request authorization for the County Executive to enter into an Interlocal Agreement modification between Whatcom County and the City of Bellingham for What-Comm Communications Center operations and providing for the option of supplemental services

**Byrd moved that the Interlocal be RECOMMENDED FOR AUTHORIZATION BY CONSENT. The motion carried by the following vote:**

**Aye:** 3 - Byrd, Frazey, and Kershner

**Nay:** 0

**Absent:** 0

2. [AB2022-158](#) Request authorization for the County Executive to enter into a contract amendment between Whatcom County and MSNW Group, LLC to provide Isolation & Quarantine Facility cleaning services in the amount of \$15,000 for a total amended contract amount of \$70,000

**Byrd moved that the Contract be RECOMMENDED FOR AUTHORIZATION BY CONSENT. The motion carried by the following vote:**

**Aye:** 3 - Byrd, Frazey, and Kershner

**Nay:** 0

**Absent:** 0

3. [AB2022-161](#) Request authorization for the County Executive to enter into a lease agreement between Whatcom County and SpectraSite Communications to lease tower access at the Blaine-Harvey Road Water Tower Site for seven years for a total of \$189,559.07

This item was considered separately (see below).

4. [AB2022-168](#) Request authorization for the County Executive to enter into a Local Agency A&E Professional Services Agreement between Whatcom County and Trantech Engineering, LLC to provide on-call structural engineering support to the Whatcom

County bridge program

**Byrd moved that the Contract be RECOMMENDED FOR AUTHORIZATION BY CONSENT. The motion carried by the following vote:**

**Aye:** 3 - Byrd, Frazey, and Kershner

**Nay:** 0

**Absent:** 0

5. [AB2022-169](#) Request authorization for the County Executive to enter into a Local Agency A&E Professional Services Agreement between Whatcom County and KPFF, Inc. to provide on-call professional structural engineering support for the Whatcom County bridge program in 2022

**Byrd moved that the Contract be RECOMMENDED FOR AUTHORIZATION BY CONSENT. The motion carried by the following vote:**

**Aye:** 3 - Byrd, Frazey, and Kershner

**Nay:** 0

**Absent:** 0

6. [AB2022-170](#) Request authorization for the County Executive to enter into Grant Amendment No. 7 between Whatcom County and the State of Washington Department of Ecology to provide for continued implementation of the Swift Creek Sediment Management Action Plan

**Byrd moved that the Contract be RECOMMENDED FOR AUTHORIZATION BY CONSENT. The motion carried by the following vote:**

**Aye:** 3 - Byrd, Frazey, and Kershner

**Nay:** 0

**Absent:** 0

7. [AB2022-174](#) Request authorization for the County Executive to award bid #22-06 and enter into a contract between Whatcom County and Lake Union Drydock Company for the annual dockside and maintenance repair of the Whatcom Chief Ferry in the amount of \$462,515.00

**Byrd moved that the Bid Award be RECOMMENDED FOR AUTHORIZATION BY CONSENT. The motion carried by the following vote:**

**Aye:** 3 - Byrd, Frazey, and Kershner

**Nay:** 0

**Absent:** 0

8. [AB2022-181](#) Request authorization for the County Executive to enter into a contract between Whatcom County and Felix Solomon to repair the Centennial Totem Pole, in the amount of \$56,500

**Byrd moved that the Contract be RECOMMENDED FOR AUTHORIZATION BY CONSENT. The motion carried by the following vote:**

**Aye:** 3 - Byrd, Frazey, and Kershner

**Nay:** 0

**Absent:** 0

9. [AB2022-182](#) Request approval for the County Executive to enter into an agreement with Whatcom Community Foundation in order to secure matching funds for the Jones Agricultural Conservation Easement through the Conservation Easement Program

**Byrd moved that the Contract be RECOMMENDED FOR AUTHORIZATION BY CONSENT. The motion carried by the following vote:**

**Aye:** 3 - Byrd, Frazey, and Kershner

**Nay:** 0

**Absent:** 0

10. [AB2022-185](#) Resolution amending Resolution 2021-048 for unrepresented Whatcom County employees

This item was considered separately (see below).

11. [AB2022-186](#) Request authorization for the County Executive to enter into a Letter of Understanding between Whatcom County and General Teamsters' Local Union 231 to amend the Corrections Deputies and Sergeants Collective Bargaining Agreement for the period January 1, 2019 - December 31, 2022

**Byrd moved that the Contract be RECOMMENDED FOR AUTHORIZATION BY CONSENT. The motion carried by the following vote:**

**Aye:** 3 - Byrd, Frazey, and Kershner

**Nay:** 0

**Absent:** 0

12. [AB2022-187](#) Request authorization for the County Executive to enter into an interlocal agreement between Whatcom County and Washington State Department of Veterans Affairs to provide Veteran Service Officer services to indigent veterans and their families, in the amount of \$48,825

**Byrd moved that the Interlocal be RECOMMENDED FOR AUTHORIZATION BY CONSENT. The motion carried by the following vote:**

**Aye:** 3 - Byrd, Frazey, and Kershner

**Nay:** 0

**Absent:** 0

3. [AB2022-161](#) Request authorization for the County Executive to enter into a lease agreement between Whatcom County and SpectraSite Communications to lease tower access at the Blaine-Harvey Road Water Tower Site for seven years for a total of \$189,559.07

**Frazey moved that the Contract be RECOMMENDED FOR AUTHORIZATION BY CONSENT.**

John Gargett, Division of Emergency Management, answered a question about the lease rate and why it is different than leases where the County has the tower and is charging people to use it.

*Unrelated to this item:* Erika Lautenbach, Health Department Director, stated she would like to talk about an earlier agenda item but Councilmembers dispensed with this and the remaining agenda item first (see Other Business below).

**Frazey's motion that the Contract be RECOMMENDED FOR AUTHORIZATION BY CONSENT carried by the following vote:**

**Aye:** 3 - Byrd, Frazey, and Kershner

**Nay:** 0

**Absent:** 0

10. [AB2022-185](#) Resolution amending Resolution 2021-048 for unrepresented Whatcom County employees

**Frazey moved that the Resolution be RECOMMENDED FOR APPROVAL.**

Frazey stated she wanted to make sure Elected officials were not included

in this.

Melissa Keeley, Administrative Services Department Human Resources, stated this does not include elected officials. Those salaries are governed by the separate Salary Commission.

**Frazey's motion that the Resolution be RECOMMENDED FOR APPROVAL carried by the following vote:**

**Aye:** 3 - Byrd, Frazey, and Kershner

**Nay:** 0

**Absent:** 0

**Items Added by Revision**

There were no agenda items added by revision.

**Other Business**

Erika Lautenbach, Health Department Director, spoke about the plan to close the isolation and quarantine facility this month and return it to the state in which it was given to the County. She answered whether there is a plan in place if there is an uptick in COVID-19 cases.

**Adjournment**

The meeting adjourned at 11:23 a.m.

ATTEST:

WHATCOM COUNTY COUNCIL  
WHATCOM COUNTY, WA

**Tyler Byrd-via email 4/28/2022**

\_\_\_\_\_  
Dana Brown-Davis, Council Clerk

\_\_\_\_\_  
Tyler Byrd, Committee Chair

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Kristi Felbinger, Minutes Transcription

SIGNED COPY ON FILE