

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

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



Committee Minutes - Draft Minutes

Tuesday, January 10, 2023

10:30 AM

Hybrid Meeting

HYBRID MEETING - ADJOURNS BY NOON (PARTICIPATE IN-PERSON, SEE REMOTE JOIN INSTRUCTIONS AT www.whatcomcounty.us/joinvirtualcouncil, OR CALL 360.778.5010); AGENDA REVISED 1.5.2023, AGENDA REVISED 1.9.2023

COUNCILMEMBERS

Todd Donovan
Carol Frazey
Kathy Kershner

CLERK OF THE COUNCIL

Dana Brown-Davis, C.M.C.

Call To Order

Dana Brown-Davis, Clerk of the Council, called the meeting to order at 10:56 a.m. in a Hybrid meeting and stated Councilmember Donovan will act as Chair until they choose a Chair.

Roll Call

Donovan, Frazey and Kershner members

Present: 3 - Carol Frazey, Kathy Kershner, and Todd Donovan

Absent: None

Also Present: Barry Buchanan, Tyler Byrd, Ben Elenbaas, and Kaylee Galloway

Announcements

Special Order of Business

1. [AB2023-049](#) Nomination and appointment of Committee Chair

Frazey moved to nominate Donovan.

Donovan moved to nominate Kershner and Kershner stated she would be happy to do it.

Frazey stated she was hoping Kershner would chair the Public Works and Health Committee and Kershner stated she would be happy to do that too so Frazey's motion was withdrawn.

Kershner was appointed by the following vote:

Aye: 3 - Frazey, Donovan, and Kershner

Nay: 0

Kershner continued the meeting as Chair.

This agenda item was NOMINATED AND APPOINTED.

Kathy Kershner was appointed as Chair.

Committee Discussion

1. [AB2023-021](#) Discussion of Ordinance amending Whatcom County Code 10.34, Ferry Rates, and the Whatcom County Unified Fee Schedule

The following presented on ferry rates and coming into compliance with Whatcom County Code for the 55 percent (55%) farebox recovery:

- Elizabeth Kosa, Public Works Department Acting Director
- Randy Rydel, Public Works Department

Kosa stated they have been in discussion with the Lummi Island Advisory Committee (LIFAC) and asked that this discussion be put back in committee in two weeks before Council decides on the Ordinance to give that committee an opportunity to speak.

Rydel presented and stated a revised Exhibit C will be posted to the web. LIFAC came to Public Works with requests for how to get to an increase in fares. He answered whether base fares have increased since 2011 and stated they have not.

Kershner stated what they want to do is introduce the Ordinance (scheduled for introduction tonight as AB2023-002) and give LIFAC the opportunity to weigh in on it in two weeks.

The speakers answered whether new fares will get us to the zero line (the 55% farebox recovery level) of the farebox reserve if they are put in place, whether they can look at this again in a year to make sure they are on the right trajectory, whether raised fares will stay the same until they change them again, whether they could put something in code like a schema where they set regular updates (such as each year fares will increase X percent) so this does not happen again, and whether they should give Public Works a little more flexibility with using the Ferry Fund so they can always make sure operations are funded if the revenues drop for some reason.

Satpal Sidhu, County Executive, stated we have an old ferry and are about to get a new one in less than five years. He would like Public Works to look at how much maintenance costs will be reduced when we have a new ferry.

Kershner requested that Rydel come back when they meet on this again with some numbers on the maintenance costs of our current ferry and the percentage of the operational costs that those maintenance costs contribute to. Making reasonable attempts to get ourselves back to the zero line is not only prudent but something we have to do. At the same time, we do not want to overshoot it if we think our maintenance costs are going to go down significantly. She does not, however, want to count on a new ferry within five years.

Kosa stated the new ferry would be a bigger boat so the maintenance costs

in general may not be less.

Elenbaas stated for a longer-range idea of having a sustainable ferry system, he would like the Council to look at land use policy that would allow for Lummi Island to be a destination for people so that ridership can be optimized.

Donovan moved to recommend the related Ordinance for introduction tonight.

The motion carried by the following vote:

Aye: 3 - Frazey, Donovan, and Kershner

Nay: 0

This agenda item was DISCUSSED AND MOTION(S) APPROVED.

Committee Discussion and Recommendation to Council

1. [AB2022-725](#) Request authorization for the County Executive to enter into a contract amendment between Whatcom County and Northwest Youth Services to operate the Ground Floor Day Use Center in the amount of \$160,000 for a total amended contract amount of \$576,770

Barbara Johnson Vinna, Health Department, stated she is not presenting but has information about the request.

Jason McGill, Northwest Youth Services Director, briefed the Councilmembers on what the Ground Floor Day Use Center is doing and addressed some concerns brought up by the community.

Frazey stated she and Councilmember Galloway met with McGill in December and got their questions answered. She encouraged others to reach out to him and stated she would be supporting this.

McGill answered whether the Ground Floor Day Use Center is different than the Positive Adolescent Development (PAD) program, the age group served at the Ground Floor (ages 18-25) and what the hours of operation are. He stated it is just a day program.

Donovan stated his observation is that it looks just like a church and he cannot tell, when he rides by, that anything is going on (which is good).

Buchanan stated he lives a block away from the Ground floor and has not seen any issues.

McGill answered how many staff are working at the Ground Floor, what kind of qualifications the staff have to have to work there, whether they have to pass a background check, whether they have to have certain training, whether they have training on reporting abuse, what kind of services the program offers, whether there is a referral program if someone comes in with a need that another service can provide, whether they work with the other organizations in the community that offer those services, whether they have a quota of young people that they have to serve, and whether they are open on the weekends.

Donovan moved that the Contract be RECOMMENDED FOR AUTHORIZATION. The motion carried by the following vote:

Aye: 3 - Frazey, Kershner, and Donovan

Nay: 0

Absent: 0

2. [AB2022-731](#) Request authorization for the County Executive to enter into a contract amendment between Whatcom County and Hunt Forensics for increased costs of services in the amount of \$893,449.13 for the total amount of \$3,356,602

Kershner stated they would be having a presentation from the Medical Examiner in the Public Works and Health Committee meeting later today.

Dana Brown-Davis, Clerk of the Council, stated the presenter will not be able to make that meeting so the presentation will be rescheduled for January 24th.

Kershner asked whether it would be possible to then push this item to the 24th so that they can have the Medical Examiner's presentation at the same time.

Donovan moved that the Contract be RECOMMENDED TO HOLD IN COMMITTEE until January 24th. The motion carried by the following vote:

Aye: 3 - Frazey, Kershner, and Donovan

Nay: 0

Absent: 0

3. [AB2023-001](#) Request authorization for the County Executive to enter into a contract between Whatcom County and Whatcom Long Term Recovery Group to provide Housing Assistance to those impacted by the November 2021 Floods, in the amount of \$2,050,000

Frazey moved that the Contract be RECOMMENDED FOR AUTHORIZATION.

Tyler Schroeder, Director of Administrative Services, answered whether it was possible to make a change to the “period of performance” section of the Staff Memo to make it retroactive to include expenses that have been incurred in anticipation of this \$2 million from the State, and questions about reimbursing expenses of the long-term recovery group.

Donovan moved to recommend approval of the item but there was already a motion on the floor.

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

Aye: 3 - Frazey, Kershner, and Donovan

Nay: 0

Absent: 0

4. [AB2023-040](#) Request authorization for the County Executive to enter into an interagency agreement between Whatcom County and the Washington State Department of Ecology for site characterization activities at Plantation Rifle Range, in the amount of \$700,000

The following people briefed the Councilmembers and stated there is a timeline on this item to be completed by the end of June.

- Bennett Knox, Parks and Recreation Department Director
- Christ Thomsen, Parks and Recreation Department

They answered where they are in the process since Council has heard the number of \$700,000 before, whether this money is on top of the \$655,000 to start the work that they had talked about before, and whether they would be able to use State funds rather than County funds to do the cleanup or whether they are anticipating they will need both.

Donovan moved that the Interlocal be RECOMMENDED FOR AUTHORIZATION. The motion carried by the following vote:

Aye: 3 - Frazey, Kershner, and Donovan

Nay: 0

Absent: 0

5. [AB2023-047](#) Request authorization for the County Executive to enter into an agreement between Whatcom County and Whatcom Humane Society for animal control and shelter

services in the amount of \$932,218

Frazezy moved that the Contract be RECOMMENDED FOR AUTHORIZATION. The motion carried by the following vote:

Aye: 3 - Frazezy, Kershner, and Donovan

Nay: 0

Absent: 0

Council "Consent Agenda" Items

Kershner stated she would like to consider Consent Agenda item number 21 (AB2023-024) separately.

Donovan moved to approve all the Consent Agenda items except for item number 21 (AB2023-024).

Galloway asked whether AB2022-728 was withdrawn from the agenda since it was a duplicate of AB2023-039 and whether AB2023-055 was added.

Kershner stated AB2023-055 was added by revision and is scheduled under that header as opposed to the Consent Agenda, and Dana Brown-Davis, Clerk of the Council, stated AB2022-728 was removed from the agenda.

Councilmembers voted on the motion (see motion and votes on individual items below).

1. [AB2022-707](#) Request authorization for the County Executive to enter into an agreement between Whatcom County and Domestic Violence and Sexual Assault Services for administrative, management and support services in the amount of \$180,000

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

Aye: 3 - Frazezy, Kershner, and Donovan

Nay: 0

Absent: 0

2. [AB2022-723](#) Request authorization for the County Executive to enter into an agreement between Whatcom County and Bellingham Food Bank to procure, warehouse and distribute food and other essentials to low and very low income families in the amount of \$276,000

Donovan moved that the Contract be RECOMMENDED FOR

AUTHORIZATION BY CONSENT. The motion carried by the following vote:

Aye: 3 - Frazey, Kershner, and Donovan

Nay: 0

Absent: 0

3. [AB2022-724](#) Request authorization for the County Executive to enter into a contract amendment between Whatcom County and Clean Earth Environmental Solutions, Inc. to operate the County's moderate risk waste facility known as Disposal of Toxics in the amount of \$120,000 for a total amended contract amount of \$1,320,000

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

Aye: 3 - Frazey, Kershner, and Donovan

Nay: 0

Absent: 0

4. [AB2022-726](#) Request authorization for the County Executive to enter into an interlocal agreement amendment between Whatcom County and Snohomish County to implement youth cannabis and tobacco prevention activities in the amount of \$31,000 for a total amended contract amount of \$56,000

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

Aye: 3 - Frazey, Kershner, and Donovan

Nay: 0

Absent: 0

5. [AB2022-727](#) Request authorization for the County Executive to enter into an interlocal agreement amendment between Whatcom County and Island County to implement youth cannabis and tobacco prevention activities in the amount of \$25,000 for a total amended contract amount of \$50,000

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

Aye: 3 - Frazey, Kershner, and Donovan

Nay: 0

Absent: 0

6. [AB2022-728](#) Request authorization for the County Executive to enter into an agreement between Whatcom County and Whatcom Conservation District to administer the Firewise fire risk reduction program throughout Whatcom County in the amount of \$80,000

This agenda item was WITHDRAWN.

This was a duplicate item on the agenda (see AB2023-039 - Consent Agenda item number 22).

7. [AB2022-729](#) Request authorization for the County Executive to enter into an interlocal agreement between Whatcom County and United General District 304 to implement youth cannabis and tobacco prevention activities, in the amount of \$81,650

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

Aye: 3 - Frazey, Kershner, and Donovan

Nay: 0

Absent: 0

8. [AB2022-730](#) Request authorization for the County Executive to enter into an interlocal agreement between Whatcom County and San Juan County to implement youth cannabis and tobacco prevention activities in the amount of \$25,000 for a total amended contract amount of \$50,000

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

Aye: 3 - Frazey, Kershner, and Donovan

Nay: 0

Absent: 0

9. [AB2022-733](#) Request authorization for the County Executive to enter into an interagency agreement between Whatcom County and the State of Washington Department of Ecology for Whatcom Marine Resources Committee (MRC) Operations and Projects, in the amount of \$75,846.00 (Council acting as the Whatcom County Flood Control Zone District Board of Supervisors)

Donovan moved that the Contract (FCZDBS) be RECOMMENDED FOR AUTHORIZATION BY CONSENT. The motion carried by the following vote:

Aye: 3 - Frazey, Kershner, and Donovan

Nay: 0

Absent: 0

10. [AB2022-734](#) Request authorization for the County Executive to enter into a contract between Whatcom County and FLO Analytics to accurately map all Whatcom County solid waste landfills and their associated 1000' buffer zones, in the amount of \$51,655

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

Aye: 3 - Frazey, Kershner, and Donovan

Nay: 0

Absent: 0

11. [AB2023-005](#) Request authorization for County Executive to enter into an interlocal agreement between Whatcom County and the City of Bellingham for the County to provide probation services to the City

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

Aye: 3 - Frazey, Kershner, and Donovan

Nay: 0

Absent: 0

12. [AB2023-006](#) Request authorization for County Executive to enter into an interlocal agreement between Whatcom County and the City of Blaine for the County to provide probation services to the City

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

Aye: 3 - Frazey, Kershner, and Donovan

Nay: 0

Absent: 0

13. [AB2023-007](#) Request authorization for County Executive to enter into an interlocal agreement between Whatcom County and the City of Everson for the County to provide probation services to the City

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

Aye: 3 - Frazey, Kershner, and Donovan

Nay: 0

Absent: 0

14. [AB2023-008](#) Request authorization for the County Executive to enter into an Interlocal Agreement between Whatcom County and the Washington State Department of Transportation, to obligate federal Emergency Relief funding in the amount of \$1,840,000

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

Aye: 3 - Frazey, Kershner, and Donovan

Nay: 0

Absent: 0

15. [AB2023-012](#) Resolution to approve annual petition for refunds paid list consistent with RCW 84.69.020.

Donovan moved that the Resolution be RECOMMENDED FOR APPROVAL. The motion carried by the following vote:

Aye: 3 - Frazey, Kershner, and Donovan

Nay: 0

Absent: 0

16. [AB2023-013](#) Request authorization for County Executive to enter into an interlocal agreement between Whatcom County and the City of Lynden for the County to provide probation services to the City

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

Aye: 3 - Frazey, Kershner, and Donovan

Nay: 0

Absent: 0

17. [AB2023-014](#) Request authorization for County Executive to enter into an interlocal agreement between Whatcom County and the City of Sumas for the County to provide

probation services to the City

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

Aye: 3 - Frazey, Kershner, and Donovan

Nay: 0

Absent: 0

18. [AB2023-015](#) Request authorization for the County Executive to enter into a contract between Whatcom County and Washington State Military Department for funding for local jurisdictions to prepare for all hazards through the sustainment and enhancement of local emergency management programs in the amount of \$80,956

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

Aye: 3 - Frazey, Kershner, and Donovan

Nay: 0

Absent: 0

19. [AB2023-016](#) Request authorization for the County Executive to enter into an interlocal agreement between Whatcom County and the City of Bellingham for the County to oversee the administration of the Domestic Violence Perpetrator Opportunity for Treatment Funding (DVPOTS)

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

Aye: 3 - Frazey, Kershner, and Donovan

Nay: 0

Absent: 0

20. [AB2023-019](#) Request authorization for the County Executive to enter into a contract between Whatcom County and Anchor QEA to prepare a multi-purpose water storage assessment for WRIA 1, in the amount of \$150,000.00 (Council acting as the Whatcom County Flood Control Zone District Board of Supervisors)

Donovan moved that the Contract (FCZDBS) be RECOMMENDED FOR AUTHORIZATION BY CONSENT. The motion carried by the following vote:

Aye: 3 - Frazey, Kershner, and Donovan

Nay: 0

Absent: 0

21. [AB2023-024](#) Request authorization for the County Executive to enter into a contract amendment between Whatcom County and Master's Touch LLC to provide printing and mailing of tax statements

This item was considered separately (see below after the Consent Agenda).

22. [AB2023-039](#) Request authorization for the County Executive to enter into a contract between Whatcom County and Whatcom Conservation District in support of the Firewise Wildfire Risk Reduction Program in the amount of \$80,000

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

Aye: 3 - Frazey, Kershner, and Donovan

Nay: 0

Absent: 0

23. [AB2023-041](#) Request authorization for the County Executive to enter into a collective bargaining agreement between Whatcom County and International Organization of Masters, Mates and Pilots and Inlandboatmen's Union of the Pacific for the period of January 1, 2023 to December 31, 2025

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

Aye: 3 - Frazey, Kershner, and Donovan

Nay: 0

Absent: 0

24. [AB2023-042](#) Request authorization for a Letter of Understanding between Whatcom County and the Fraternal Order of Police, Matt Herzog Memorial Lodge #24 to amend the Collective Bargaining Agreement for the period January 1, 2022 - December 31, 2024

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

Aye: 3 - Frazey, Kershner, and Donovan

Nay: 0

Absent: 0

25. [AB2023-043](#) Request authorization for the County Executive to enter into a Letter of Agreement between Whatcom County and PROTEC17 to amend the Collective Bargaining Agreement for the period January 1, 2022 - December 31, 2023

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

Aye: 3 - Frazey, Kershner, and Donovan

Nay: 0

Absent: 0

26. [AB2023-044](#) Request authorization for the County Executive to enter into an interlocal agreement between Whatcom County and Washington State Parks and Recreation Commission for Recreational Boating Safety (RBS) Federal Financial Assistance Grant, in the amount of \$18,476.57

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

Aye: 3 - Frazey, Kershner, and Donovan

Nay: 0

Absent: 0

Consent Agenda Item Considered Separately

21. [AB2023-024](#) Request authorization for the County Executive to enter into a contract amendment between Whatcom County and Master's Touch LLC to provide printing and mailing of tax statements

Steve Oliver, County Treasurer, answered whether it is time to put a bid out for this service since the County has not done so since 2007, and whether they have put it out for bid and Masters Touch is the only one which responds with a viable bid.

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

Aye: 3 - Frazey, Kershner, and Donovan

Nay: 0

Absent: 0

Items Added by Revision

1. [AB2023-055](#) Request authorization for the County Executive to enter into an Interlocal Amendment Between Whatcom County, City of Bellingham and Fire Protection District No 7 to pays in accordance with the 2023 portion of the 2023-2028 Levy Plan which includes a 5th Medic Unit in the amount of \$13,837,716

Frazey moved that the Interlocal be RECOMMENDED FOR AUTHORIZATION.

Kershner stated it looks like this is just to change the interlocal to include that fifth medic unit.

Galloway stated she supports standing up the fifth medic unit but is concerned why this is the first time they are hearing about the fifth medic unit in terms of seeking Council action. She stated she encourages them to foster more communication on these issues.

Mike Hilley, Emergency Medical Services (EMS) Manager, answered whether \$13,837,716 is the total amendment amount, whether they are increasing the number of supervisors with this, why this is first time it has been on the Council agenda, and whether the fifth medic unit will be up soon.

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

Aye: 3 - Frazey, Kershner, and Donovan

Nay: 0

Absent: 0

Other Business

There was no other business.

Adjournment

Buchanan stated he would like to change the time for the Criminal Justice and Public Safety Committee to 1:15 p.m.

The meeting adjourned at 12:17 p.m.

ATTEST:

WHATCOM COUNTY COUNCIL
WHATCOM COUNTY, WA

Dana Brown-Davis, Council Clerk

Kathy Kershner, Committee Chair

Kristi Felbinger, Minutes Transcription