

**COMMISSIONERS' MINUTES  
KITITAS COUNTY, WASHINGTON  
AGENDA SESSION  
REGULAR MEETING**

**TUESDAY**

**10:00 A.M.**

**FEBRUARY 6, 2018**

Board members present: Chairman Laura Osiadacz; Vice-Chairman Obie O'Brien; and Commissioner Paul Jewell.

Others: Julie Kjorsvik, Clerk of the Board; Elishia Harvill, Administrative Assistant; Patti Johnson, Solid Waste/Maintenance Director/Project Manager; Dan Carlson, CDS Director; Kasey Knutson, Health Promotion Supervisor; Tim Egan, Assistant Director; Rick Munson, Maintenance Tech. I; Kevin O'Shaughnessy, Maintenance Tech. II, Donald Pedersen, Maintenance Specialist; Chris Horner, Deputy Prosecutor; Mark Cook, Public Works Director; and Chelsey Loeffers, Health Promotion Specialist.

**CALL TO ORDER**

Chairman Osiadacz called the meeting to order.

**PLEDGE OF ALLEGIANCE**

Chairman Osiadacz led the Pledge of Allegiance.

**INTRODUCTION OF NEW COUNTY EMPLOYEES**

Kasey Knutson, Health Promotion Supervisor introduced Chelsey Loeffers as their new Health Promotion Specialist.

**PROCLAMATIONS - NONE**

**AWARDS & RECOGNITIONS**

Commissioner Jewell moved to acknowledge a letter to Patti Johnson, Solid Waste/Maintenance Director/Project Manager from Mark Cook, Public Works Director and Dan Carlson, CDS Director, in appreciation to the employees of the Maintenance Department for their work on remodeling the Permit Center restrooms. Commissioner O'Brien seconded. Motion carried 3-0.

**APPROVAL OF AGENDA**

Commissioner O'Brien moved to approve the Agenda, as presented. Commissioner Jewell seconded. Motion carried 3-0.

**CONSENT AGENDA**

Chairman Osiadacz announced Consent Items J, N, O and AJ had been removed and that Item AE had been changed to a request to set a Public Hearing. Commissioner O'Brien moved to approve the Consent Agenda, as amended. Commissioner Jewell seconded. Motion carried 3-0.

**MINUTES**

DATE	MINUTES
01/08/2018	Dept. Head- Public Health
01/15/2018	Agenda Study Session- Cancelled
01/15/2018	Office Admin- Cancelled
01/15/2018	Dept. Head- Cancelled
01/16/2018	Office Admin
01/16/2018	Agenda Session
01/16/2018	2PM Public Hearing
01/17/2018	Jail Heating/Ventilation
01/22/2018	Office Admin
01/22/2018	Dept. Head- Event Center
01/22/2018	Executive Session
01/22/2018	IT Study Session
01/23/2018	Letter: HB-2756
01/29/2018	Office Admin
01/29/2018	Dept. Head- HR
01/29/2018	Dept. Head- Prosecutor
01/29/2018	Dept. Head- Sheriff
01/29/2018	Dept. Head- Solid Waste

**AGREEMENT    COURTVIEW JUSTICE SOLUTIONS, INC.    PROSECUTOR**

Approve a Professional Services Agreement, Software License Agreement, and Software Maintenance Agreement between CourtView Justice Solutions, d/b/a equivant and the Kittitas County Prosecutors Office to implement JWorks Attorney Case Management System.

**AGREEMENT    KITTITAS COUNTY CONSERVATION DISTRICT    COMMISSIONERS**

Approve a Professional Services Agreement between Kittitas County and the Kittitas County Conservation District, in an amount not to exceed \$5,000.00 for a 3-5 minute educational video produced by NXNW of the

Jolly Mountain Fire.

**APPOINTMENT**                                **YAKIMA RIVER ACCESS SUB-COMMITTEE**                                **COMMISSIONERS**

Approve Appointing Clay Myers, Gary Cox, Kyle Thayer, Todd Thayer, William Meyer, Scott Nicolai, Nicky Pasi, Judy Hallisey, Jack Seth, Dave Bota, Steve Worley, Mike Milligan, Joe Rotter, Donald Bechard, Theo Leonard, Ryan Gausman and John Schultz, to the Yakima River Access Sub-Committee.

**APPOINTMENT**                                **SOLID WASTE ADVISORY/DISABILITY BOARD**                                **COMMISSIONERS**

Acknowledge the Appointment of Ellensburg City Councilmember Nancy Lillquist on the LEOFF Disability Board and Councilmember Jill Scheffer and Ryan Lyyski, Public Works Director to the Kittitas County Solid Waste Advisory Board.

**APPOINTMENT**                                **LODGING TAX ADVISORY COMMITTEE**                                **COMMISSIONERS**

Approve the Appointment of Victor Woodward to the Lodging Tax Advisory Committee.

**AGREEMENT**                                **BRUMLEY & HULL**                                **SUPERIOR COURT**

Approve an Agreement between Kittitas County Superior Court and Brumley and Hull, PLLC, for Indigent Defense Services in 2018.

**RESOLUTION 2018-015**                                **KITTCOM**                                **IT**

Approve Resolution No. 2018-015, Authorizing an Interlocal Agreement between Kittitas County and KITTCOM for IT Hosting Services.

**SET PUBLIC HEARING**                                **EVENT CENTER RATES**                                **EVENT CENTER**

Approve Setting a Public Hearing to consider Amending Rental Rates at the Kittitas Valley Event Center, to be held on Tuesday February 20, 2018 at 2:00 p.m. in the Commissioners Auditorium, Room 109, Kittitas County Courthouse 205 West 5<sup>th</sup> Ave. Ellensburg, WA and to authorize the Clerk to publish said notice.

**REQUEST TO ACKNOWLEDGE A TREASURER'S REPORT TO SUPPORT THE LIST OF REFUNDS MADE TO THE TAXPAYERS DURING THE YEAR 2017 - ITEM REMOVED FROM THE AGENDA**

**RESOLUTION 2018-016**                                **LEVIES FOR 2018 TAX COLLECTION**                                **ASSESSOR**

Approve Resolution No. 2018-016, Kittitas County Levies for the 2018 Tax Collection.

**AGREEMENT**

**WASTE MANAGEMENT OF WASHINGTON**

**SOLID WASTE**

Approve a Second Amendment to an Agreement between Kittitas County and Waste Management of Washington, Inc.

**CONTRACT**

**E911 - AMENDMENT A**

**AUDITOR**

Approve Amendment A to the E911 Contract #E18-024, between the Washington State Military Department and the Washington State Military Department, adjusting the funds based upon expenditures and projected revenues.

**REQUEST TO APPROVE A RESOLUTION TO CANCEL UNCOLLECTIBLE MOBILE HOME TAXES - ITEM REMOVED FROM THE AGENDA**

**REQUEST TO APPROVE A RESOLUTION TO CANCEL UNCOLLECTIBLE PERSONAL PROPERTY TAXES - ITEM REMOVED FROM THE AGENDA**

**AGREEMENT**

**WA STATE MILITARY DEPT.**

**SHERIFF**

Acknowledge Grant Agreement E18-131 between the Kittitas County Sheriff's Office and the Washington State Military Department and the US Department of Homeland Security, in the amount of \$24,820.00 from June 1, 2017 through August 31, 2018.

**AGREEMENT**

**PUBLIC SAFETY SELECTION, PC**

**SHERIFF**

Approve a Professional Services Agreement between Kittitas County and Public Safety Selection, PC to provide "Fitness-for-Duty" evaluations, psychological evaluations, and interviews of applicants for employment or reserve service through March 1, 2019.

**AGREEMENT**

**THOMAS ROWE, PhD**

**SHERIFF**

Approve a Professional Services Agreement between Kittitas County and Thomas Rowe, Ph.D to conduct psychological evaluations, conducting interviews of applicants for employment or reserve service through March 1, 2019.

**APPOINTMENT**

**PUBLIC LANDS ADVISORY COMMITTEE**

**CDS**

Approve the Appointment of Keith Winter to the Public Lands Advisory Committee, effective immediately and expiring on January 2020.

**PUBLIC NOTICE**

**TRUST WATER RIGHT PROGRAM**

**PUBLIC HEALTH**

Approve a Public Notice for an Application to Enter Yakima Adjudication

Court Claim No. 01141 (S4-84509-J) Into the State Trust Water Right Program and Application for a New Temporary Mitigated Water Right Permit (James and Hazel Treat).

**AGREEMENT**

**CERTIVE**

**PUBLIC HEALTH**

Approve an Agreement Certive Software for VMSG Dashboard Performance Management System, for the development, implementation and management of strategic and operational plans, in an amount of \$1,000.00.

**CONTRACT**

**DEPARTMENT OF HEALTH**

**PUBLIC HEALTH**

Approve Consolidated Contract #CLH18249 between the Washington State Department of Health and Kittitas County Public Health Department, in the amount of \$79,038.00 for the Delivery of Public Health Services beginning January 1, 2018 through December 31, 2020.

**RESOLUTION 2018-017**

**FIRE DISTRICT #2**

**PUBLIC HEALTH**

Approve Resolution No. 2018-017, Authorizing an Interlocal Agreement between Kittitas County and Kittitas County Fire District #2 (KVFR) for the Use of a Vehicle to provide logistic support for the syringe exchange program and related services.

**CONTRACT**

**HEALTH CARE AUTHORITY**

**PUBLIC HEALTH**

Approve Amendment No. 03 to the Contract between the Washington State Health Care Authority and the Kittitas County Public Health Network, for ABCD Dental Services, beginning January 1, 2018 through June 30, 2018.

**CALL FOR BIDS**

**CRACK SEALANT MATERIALS**

**PUBLIC WORKS**

Approve a Notice of Call for Bids to Furnish Crack Sealant Materials for 2018, to be accepted and opened on February 22, 2018 at 2:00 p.m. at the Kittitas County Public Works, 411 North Ruby Street, Suite 1, Ellensburg, WA and to authorize the Clerk to publish said notice.

**CALL FOR BIDS**

**LIQUID ASPHALT MATERIALS**

**PUBLIC WORKS**

Approve a Notice of Call for Bids to Furnish Liquid Asphalt Materials for 2018, to be accepted and opened on February 22, 2018 at 2:00 p.m. at the Kittitas County Public Works, 411 North Ruby Street, Suite 1, Ellensburg, WA and to authorize the Clerk to publish said notice.

**CALL FOR BIDS**

**WEED SPRAY MATERIALS**

**PUBLIC WORKS**

Approve a Notice of Call for Bids to Furnish Weed Spray Materials for 2018, to be accepted and opened on February 22, 2018 at 2:00 p.m. at the

Kittitas County Public Works, 411 North Ruby Street, Suite 1, Ellensburg, WA and to authorize the Clerk to publish said notice.

**RESOLUTION 2018-018 ENVIRONMENTAL SERVICES - BOWERS FIELD PUBLIC WORKS**

Approve Resolution No. 2018-018, Authorizing the Public Works Director to Negotiate a Scope of Work and Fee with Century West Engineering to Provide Environmental Services Supporting the 2018-2023 Bowers Field Capital Improvement Plan.

**RESOLUTION 2018-019 LEVY CERTIFICATION - CRAB PUBLIC WORKS**

Approve Resolution No. 2018-018, Authorizing the Chairman to sign the Digital Submittal of Levy Certification to the County Road Administration Board.

**CALL FOR BIDS ASPHALT MATERIALS PUBLIC WORKS**

Approve a Notice of Call for Bids to Furnish Asphalt Materials for 2018, to be accepted and opened on February 22, 2018 at 2:00 p.m. at the Kittitas County Public Works, 411 North Ruby Street, Suite 1, Ellensburg, WA and to authorize the Clerk to publish said notice.

**SET PUBLIC HEARING STOP & YIELD SIGNS PUBLIC WORKS**

Approve Setting a Public Hearing to consider Amending Kittitas County Code Section 10.08.010 Speed Limits and Section 10.12.010 Stop and Yield Signs for the Extended Road Network of Currier Creek Estates Division 3, to be held on Tuesday February 20, 2018 at 2:00 p.m. in the Commissioners Auditorium, Room 109, Ellensburg, WA and to authorize the Clerk to publish said notice.

**CALL FOR BIDS CRUSHED ROCK MATERIALS PUBLIC WORKS**

Approve a Notice of Call for Bids to Furnish Manufacturing and Supply of Crushed Rock Materials for 2018, to be accepted and opened on February 22, 2018 at 2:00 p.m. at the Kittitas County Public Works, 411 North Ruby Street, Suite 1, Ellensburg, WA and to authorize the Clerk to publish said notice.

**RESOLUTION 2018-020 MANASTASH ROAD BRIDGE PUBLIC WORKS**

Approve Resolution No. 2018-020, Authorizing the Chair's Signature on a Letter to the County Road Administration Board for RAP Project #1917-01, Requesting the Reduction of Rural Arterial Trust Account Funds and Advancement of Construction Funding for the Manastash Road Bridge Replacement Project.

**RESOLUTION 2018-021****FEDERAL HIGHWAY ADMINISTRATION****PUBLIC WORKS**

Approve Resolution No. 2018-021, Authorizing the Chair's Signature on a Non-Discrimination Agreement between Kittitas County and the Federal Highway Administration and the Title VI Annual Accomplishment Update Report for 2017.

**RESOLUTION 2018-022****CURRIER CREEK ESTATES DIVISION 3****PUBLIC WORKS**

Resolution No. 2018-022, Adopting All of N. Sunnyview Lane and the Remaining Portion of N. Middlecrest Drive onto the Kittitas County Road System.

**REQUEST TO APPROVE A PROFESSIONAL SERVICES AGREEMENT AND THE KITTITAS COUNTY CHAMBER OF COMMERCE FOR TOURISM SERVICES FOR 2018 - ITEM REMOVED FROM THE AGENDA**

**BYLAWS****LODGING TAX GRANT PROGRAM TRT****COMMISSIONERS**

Approve the Tourism-Related, Large-Scale, Municipality-Owned Capital Projects Lodging Tax Grant Program Technical Review Team Committee Bylaws.

**LETTER****NATIONAL COUNTY GOVERNMENT MONTH****COMMISSIONERS**

Approve a letter to teachers inviting all elementary school aged children in grades K-5 to participate in the 2018 National County Government Month Coloring/Drawing contest.

**CALL FOR BIDS****OFFICIAL COUNTY NEWSPAPER****COMMISSIONERS**

Approve a Notice of Call for Bids to Serve as the Official County Newspaper, to be accepted until and opened at 12:00 p.m. March 23, 2018 in the Kittitas County Board of Commissioners office, 205 W. 5<sup>th</sup> Avenue Ellensburg, WA and to authorize the Clerk to publish said notice.

**CORRESPONDENCE - NONE****ADMINISTRATIVE MATTERS - NONE****CITIZEN COMMENTS ON NON-AGENDA ITEMS - NONE****BOARD DISCUSSION/DECISION ITEMS****CLAIM FOR DAMAGES****SUZANNE RECTOR - DENIED****PROSECUTOR**

Commissioner O'Brien moved to deny a Claim for Damages filed with the Kittitas County Auditor's office, by Suzanne Rector #201712290016, as



recommended by the Prosecutor's office. Commissioner Jewell seconded. Motion carried 3-0.

**MISCELLANEOUS - NONE**

**EXECUTIVE SESSION**

At 10:20 a.m. Chairman Osiadacz announced the Board would recess into an Executive Session with Dan Carlson, CDS Director, for 10 minutes to evaluate the qualifications of an applicant for public employment or to review the performance of a public employee. However, subject to RCW 42.30.140 (4), discussion by a governing body of salaries, wages, and other conditions of employment to be generally applied within the agency shall occur in a meeting open to the public, and when a governing body elects to take final action hiring, setting the salary of an individual employee or class of employees, or discharging or disciplining an employee, that action shall be taken in a meeting open to the public. No action was anticipated.

At 10:30 a.m. the Board reconvened out of Executive Session. No action was taken.

At 10:30 a.m. Chairman Osiadacz announced the Board would recess back into Executive Session for 2 minutes to evaluate the qualifications of an applicant for public employment or to review the performance of a public employee. However, subject to RCW 42.30.140 (4), discussion by a governing body of salaries, wages, and other conditions of employment to be generally applied within the agency shall occur in a meeting open to the public, and when a governing body elects to take final action hiring, setting the salary of an individual employee or class of employees, or discharging or disciplining an employee, that action shall be taken in a meeting open to the public. No action was anticipated.

At 10:32 a.m. the Board reconvened out of Executive Session. No action was taken.

At 10:33 a.m. Chairman Osiadacz announced the Board would recess into an Executive Session with Chris Horner, Deputy Prosecutor, for 10 minutes to discuss with legal counsel representing the agency matters relating to agency enforcement actions, or to discuss with legal counsel representing the agency litigation or potential litigation to which the agency, the governing body, or a member acting in an official capacity is, or is likely to become, a party, when public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to the agency. No action was anticipated.

At 10:43 the Board reconvened out of Executive Session. No action was taken.



**ADJOURNMENT**

The meeting was adjourned at 10:44 a.m.

**CLERK OF THE BOARD**

  
\_\_\_\_\_  
Julie Kjosvik

**KITTITAS COUNTY COMMISSIONERS  
KITTITAS COUNTY, WASHINGTON**

  
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Laura Osiadacz, Chairman