

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

**THURSDAY**

**10:00 A.M.**

**NOVEMBER 17, 2022**

Board members present: Chairman Laura Osiadacz; Vice-Chairman Cory Wright and Commissioner Brett Wachsmith.

Others: Julie Kjorsvik, Clerk of the Board; Arden Thomas, WRP Manager; Kelly Bacon, Staff Planner; Darren Case, Construction Manager; Candi Blackford, Chief Administrator; Kasey Knutson, Special Programs Coordinator; Dan Carlson, CDS Director; Chris Whitsett, Inspector; Jerry Pettit, Auditor; David Ohl, Airport Director; Zack DeHaven, Fiscal Analyst; Emily Smith, Administrative Assistant; Brian Carlson, Budget & Finance Director and 2 members of the public.

**CALL TO ORDER**

Chairman Osiadacz called the meeting to order.

**PLEDGE OF ALLEGIENCE**

Chairman Osiadacz led the Pledge of Allegiance.

**INTRODUCTION OF NEW COUNTY EMPLOYEES - NONE**

**PROCLAMATION - NONE**

**AWARDS & RECOGNITIONS - NONE**

**APPROVAL OF AGENDA**

Vice-Chairman Wright moved to approve the Agenda, as presented. Commissioner Wachsmith seconded. Motion carried 3-0.

**CONSENT AGENDA**

At the conclusion of reviewing each item Vice-Chairman Wright moved to approve the Consent Agenda, as amended, by removing Consent Item M. Commissioner Wachsmith seconded. Motion carried 3-0.

**MINUTES**

<b>DATE</b>	<b>MINUTES</b>
09/15/2022	Board of Health
10/25/2022	HR Study Session
10/26/2022	Public Health Study Session
10/31/2022	Office Admin
11/01/2022	2 pm Public Hearing
11/01/2022	Closed Bargaining
11/03/2022	8:00 am Executive Session
11/03/2022	8:30 am Executive Session
11/07/2022	Office Admin
11/07/2022	Executive Session
11/08/2022	PW Study Session
11/14/2022	Office Admin - Cancelled

**AGREEMENT FISH COMMUNITY FOOD BANK COMMISSIONERS**

Approve Agreement HH-2022-001-FISH-CWS, with FISH Community Food Bank in collaboration with the Kittitas Valley Ministerial Association for the Cold Weather Shelter in the amount of \$82,088.00, from October 15, 2022, through March 31, 2023.

**LETTER NOVA GRANT APPLICATION PROPOSALS COMMISSIONERS**

Approve a Letter to the Washington State Recreation and Conservation Office, regarding the Cle Elum Ranger District of the U.S. Forest Service 2024-2025 NOVA Grant Application Proposals.

**RESOLUTION 2022-205 PUBLIC HEALTH DEPT CLOSURE PUBLIC HEALTH**

Approve Resolution No. 2022-205, for the Public Health Department to be closed on December 9, 2022, for their annual archiving day.

**SET PUBLIC HEARING SUNCADIA PH 1 DIV 4 CDS**

Approve Setting a Public Hearing to consider the Suncadia Phase 1, Division 4, Preliminary Plat (LP-22-00004), to be held on December 6, 2022, at 2:00 p.m. in the Commissioners Auditorium, Room 109, Kittitas County Courthouse 205 West 5<sup>th</sup> Avenue Ellensburg, WA and to authorize the Clerk to publish said notice.

**SET PUBLIC HEARING CAPITAL IMPROVEMENT PROGRAM CDS**

Approve Setting a Public Hearing to consider the Kittitas County Capital Improvement Program for the Planning Period 2023-2028, to be held on December 20, 2022, at 2:00 p.m. in the Commissioners Auditorium, Room 109, Kittitas County Courthouse 205 West 5<sup>th</sup> Avenue Ellensburg, WA and to

authorize the Clerk to publish said notice.

**AGREEMENT**

**HOPESOURCE - CDBG PUBLIC SERVICE FUNDS**

**AUDITOR**

Approve a Subrecipient Agreement No. 2022-2023 CDBG-SR between Kittitas County and HopeSource for the Community Development Block Grant (CDBG) Public Service Funds, to provide services to low-and moderate-income persons in Kittitas County from July 1, 2022, through June 30, 2023.

**SET PUBLIC HEARING**

**SURPLUS ASSETS**

**AUDITOR**

Approve Setting a Public Hearing to consider Surplus of County Vehicles and Equipment to be held on December 6, 2022, at 2:00 p.m. in the Commissioners Auditorium, Room 109, Kittitas County Courthouse 205 West 5<sup>th</sup> Avenue Ellensburg, WA and to authorize the Clerk to publish said notice.

**RESOLUTION 2022-206**

**CONSERVATION DISTRICT**

**PUBLIC WORKS**

Approve Resolution No. 2022-206, Authorizing the Chair's Signature on a Letter Amending an Interlocal Agreement between the Kittitas County Flood Control Zone District and the Kittitas County Conservation District.

**RESOLUTIONS**

**BRIDGE REPLACEMENTS**

**PUBLIC WORKS**

Approve Resolution No. 2022-207, Selecting KPG Psomas for supporting designing of the replacement of Bridge #80181 Cooke Canyon Road over Hiline Canal and Bridge #88212 Faust Road over Town Ditch; and Resolution No. 2022-208, Selecting GeoEngineers for supporting Geotechnical engineering for the design and replacement of Bridge #80181 Cooke Canyon Road over Hiline Canal and Bridge #88212 Faust Road over Town Ditch; and Resolution No. 2022-209, Selecting DCI Engineering for supporting structural engineering design of the replacement of Bridge #80181 Cooke Canyon Road over Hiline Canal and Bridge #88212 Faust Road over Town Ditch and to authorize the County Engineer to negotiate and execute a Local Agency A & E Professional Services Agreement for the Same, CRP 315-22 and 316-22.

**RESOLUTION 2022-210**

**SUPPORT OF AID APPLICATION**

**PUBLIC WORKS**

Approve Resolution No. 2022-210, Demonstrating Support for the Aid Application for the Washington State Office of Columbia River for Stewardship and Planning on County Owned Properties and Authorizing the Public Works Water Resource Manager to Sign and Execute the Aid Application.

**SET PUBLIC HEARING**

**TARP-IT LEASE**

**AIRPORT**

Approve Setting a Public Hearing to consider the Tarp-It Lease at Bowers Field Airport, to be held on December 6, 2022, at 2:00 p.m. in the Commissioners Auditorium, Room 109, Kittitas County Courthouse 205 West 5th Avenue Ellensburg, WA and to authorize the Clerk to publish said notice.

**THE REQUEST TO SET A PUBLIC HEARING TO CONSIDER MARK MERRILL HANGAR LEASE - ITEM REMOVED FROM THE AGENDA**

**LETTER**

**BLACKBIRD WRAPS**

**AIRPORT**

Approve a Letter granting Blackbird Wraps to begin building a Lean-To next to the office space they are leasing from Centerfuse.

**LETTER**

**FISH COMMUNITY FOOD BANK**

**AIRPORT**

Approve a letter for FISH Community Food Bank to begin the process of getting a bus shed put in place near their new facility at the Airport property, noting it fits within the height restrictions of the FFA.

**RESOLUTION 2022-211**

**TOWN OF S. CLE ELUM**

**SHERIFF**

Approve Resolution No. 2022-211, Authorizing an Interlocal Agreement between the Town of South Cle Elum, Washington and Kittitas County, Washington for the Housing of Inmates from January 1, 2023, to December 31, 2025.

**RESOLUTION 2022-212**

**TOWN OF S. CLE ELUM**

**SHERIFF**

Approve Resolution No. 2022-212, Authorizing an Interlocal Agreement between the Town of South Cle Elum, Washington and Kittitas County, Washington, for Law Enforcement Services from January 1, 2023, through December 31, 2023.

**MEMORANDUM OF UNDERSTANDING**

**U.S. MARSHALS**

**SHERIFF**

Acknowledge a Short-Term Joint Operation - Memorandum of Understanding in the amount of \$2,550.00, between the United States Marshals Service and the Kittitas County Sheriff's Office to improve public safety.

**AGREEMENT**

**SCHUKNECHT'S POLYGRAPH SERVICE**

**SHERIFF**

Approve a Professional Services Agreement between Kittitas County and Schuknecht's Polygraph Service, to provide polygraph examinations, interviews of applicants, and preparing reports and findings to the Kittitas County Sheriff's Office, from January 1, 2023, through December 31, 2023.

**AGREEMENT**

**ALLPAID, INC.**

**SHERIFF**

Approve a Professional Services Agreement between Kittitas County and Allpaid, Inc. for the processing of bail payments made by credit card, from January 1, 2023, to December 31, 2023.

**AGREEMENT**

**TRILOGY MEDWASTE**

**SHERIFF**

Approve a Professional Services Agreement between Kittitas County and Trilogy Medwaste for regulated medical waste disposal services.

**AMENDMENT**

**WA STATE MILITARY DEPARTMENT**

**SHERIFF**

Acknowledge Amendment No. 1 to Grant Agreement Number E22-264, between the Washington State Military Department and the U.S. Department of Homeland Security, and the Kittitas County Sheriff's Office, Emergency Management, in the amount of \$37,505.00, to assist State, local, territorial, and tribal governments in preparing for hazards through sustainment and enhancement from June 1, 2021, through February 28, 2023.

**GRANT**

**COMMUNITY BUILDERS**

**AUDITOR**

Approve an American Rescue Plan Act Grant Program Agreement with Community Builders, in the amount of \$25,000.00, to operate the Teen Shop program for youth in the Upper Kittitas County.

**CORRESPONDENCE - NONE**

**ADMINISTRATIVE MATTERS - NONE**

**CITIZEN COMMENTS ON NON-AGENDA ITEMS - NONE**

**BOARD DISCUSSION/DECISION ITEMS - NONE**

**MISCELLANEOUS**

**PRESENTATION**

**UPPER COUNTY RECREATION CENTER**

**COMMISSIONERS**

Gary Berndt and Claire Nicholls presented information on the need for an Upper Kittitas County Community Recreation Center. They described the benefits, project timeline, and major accomplishments to date. The Board asked questions of the project including governance and who would be running it. The Board also thanked Mr. Berndt and Ms. Nicholls for their presentation and looked forward to hearing more about it in the future.

**EXECUTIVE SESSION - NONE**

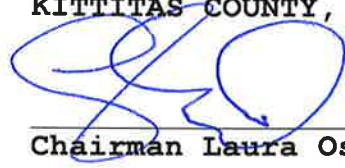
**ADJOURNMENT**

The meeting was concluded at 10:45 a.m.

**CLERK OF THE BOARD**

  
Julie Kjorsvik

**KITTITAS COUNTY COMMISSIONERS  
KITTITAS COUNTY, WASHINGTON**

  
Chairman Laura Osiadacz