

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

TUESDAY

10:00 A.M.

FEBRUARY 6, 2024

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

Others: Julie Kjorsvik, Clerk of the Board; Mandy Buchholz, Office Administrator; Katrina Mankus, Juvenile Court Administrator; Josh Frederickson, Engineer; Arden Thomas, Water Resource Manager; Mike Hougardy, Assessor; Erin Moore, Quality Improvement Coordinator; Jamey Ayling, Planning Manager; Ben Kokjer, Chief Deputy; Stephanie Hartung, Chief Civil Deputy Prosecutor; Kady Porterfield, Event Center Director; Katie Odiaga, Accountant II; Jennifer Golladay, Accounting Assistant III; Doug Laurent, HHW Coordinator; Kasey Knutson, Special Programs Coordinator; Bryan Elliott, Auditor; and approximately 8 members of the public.

CALL TO ORDER

Chairman Wachsmith called the meeting to order.

PLEDGE OF ALLEGIENCE

Chairman Wachsmith led the Pledge of Allegiance.

INTRODUCTION OF NEW COUNTY EMPLOYEES - NONE

PROCLAMATIONS - NONE

AWARDS & RECOGNITIONS

The Board of County Commissioners recognized Bob Martin, Director on the Kittitas County Fair Board, for over 20 years of dedicated service to the citizens of Kittitas County.

APPROVAL OF AGENDA

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

\$250,000.00 to operate the Upper County Teen Shop, from January 1, 2024, through December 31, 2025; to come from the 1/10th of 1% Mental Health Tax Funds.

RESOLUTION 2024-023 UNCOLLECTABLE DEBTS-VETERAN'S ADVISORY PUBLIC HEALTH

Approve Resolution No. 2024-023, Authorizing the Write-Off of Uncollectable Debts Totaling \$409.69 Payable to Kittitas County Veterans' Advisory Program.

AGREEMENT USDA FOREST SERVICE SHERIFF

Acknowledge a Cooperative Law Enforcement Agreement between Kittitas County and the USDA, Forest Service, Okanogan-Wenatchee National Forest, to enhance State and local law enforcement in connection with National Forest Service Lands from January 1, 2024, through December 31, 2024.

AGREEMENT EQUITABLE SHARING SHERIFF

Acknowledge an Equitable Sharing Agreement and Certification, in the amount of \$17,843,128.00, for the FY End Date of December 31, 2023.

RESOLUTION 2024-024 PURCHASING & CONTRACTS POLICY AUDITOR

Approve Resolution No. 2024-024, Adopting Consolidated County Purchasing and Contracts Policy.

SET PUBLIC HEARING SALE OF CO. PERSONAL PROPERTY AUDITOR

Approve Setting a Public Hearing to consider an Amendment to Chapter 2.81 to allow for the Sale of County Personal Property by a Privately Operated Consignment Auction, to be held on Tuesday February 20, 2024, 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.

AGREEMENT ENTERPRISE FLEET MANAGEMENT AUDITOR

Approve and Authorize the Auditor's signature on Enterprise Fleet Management Master Lease Agreement, Maintenance Agreement, Insurance Addendum, and Power of Attorney, for the Licensing of Leased County Vehicles.

RESOLUTION 2024-025 SOURCEWELL MEMBERSHIP AUDITOR

Approve Resolution No. 2024-025, Authorizing and Acknowledging Sourcewell Membership.

RESOLUTION 2025-026

FRIENDS IN SERVICE TO HUMANITY

AUDITOR

Approve Resolution No. 2024-026, Authorizing Amendment A with Friends In Service to Humanity Agreement 2021-2022 CDBG-SR, for the FISH Food Bank and Food Pantry Expansion Project.

RESOLUTION 2024-027

CDBG GENERAL PURPOSE GRANT

AUDITOR

Approve Resolution No. 2024-027, Authorizing the Execution of amendment A with Washington State Department of Commerce for CDBG Program General Purpose Grant 21-62210-030.

CALL FOR BIDS

MAINTENANCE ROCK MATERIALS

PUBLIC WORKS

Approve a Notice of Call for Bids to furnish Maintenance Rock Materials for Calendar Year 2024, to be accepted and opened on February 22, 2024, at 2:00 p.m. in the Kittitas County Public Works Office, 411 North Ruby, Suite 1, Ellensburg, WA and to authorize the Clerk to publish said notice.

SET PUBLIC HEARING

AIRPORT LEASE - CLERF

PUBLIC WORKS

Approve Setting a Public Hearing to consider a Lease with Craig Clerf for property located at the Kittitas County Airport, Bowers Field, to be held on Tuesday February 20, 2024, 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.

CALL FOR BIDS

ASPHALT MATERIALS

PUBLIC WORKS

Approve a Notice of Call for Bids to furnish Asphalt Materials for Calendar Year 2024, to be accepted and opened on February 22, 2024, at 2:00 p.m. in the Kittitas County Public Works Office, 411 North Ruby, Suite 1, Ellensburg, WA and to authorize the Clerk to publish said notice.

SET PUBLIC HEARING

AMEND COUNTY CODE 2.04.010

PUBLIC WORKS

Approve Setting a Public Hearing to consider Amending Kittitas County Code Chapter 2.04.010, to be held on Tuesday February 20, 2024, 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.

RESOLUTION 2024-028

LIBERTY ROAD SWAUK CREEK BRIDGE

PUBLIC WORKS

Approve Resolution No. 2024-028, Authorizing the Chair's Signature on the Local Agency Federal Aid Project Prospectus for the Liberty Road

Swauk Creek Bridge Replacement, CRP 306-21.

CALL FOR BIDS

CRACK SEALANT MATERIALS

PUBLIC WORKS

Approve a Notice of Call for Bids to furnish Crack Sealant Materials for Calendar Year 2024, to be accepted and opened on February 22, 2024, at 2:00 p.m. in the Kittitas County Public Works Office, 411 North Ruby, 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 Calendar Year 2024, to be accepted and opened on February 22, 2024, at 2:00 p.m. in the Kittitas County Public Works Office, 411 North Ruby, Suite 1, Ellensburg, WA and to authorize the Clerk to publish said notice.

REQUEST FOR QUALIFICATIONS

PLANNING

CDS

Approve a Request for Qualifications for Environmental Planning, Long Range Planning, Current Planning and Washington State Growth Management Compliance Support, to be accepted until March 8, 2024, at 5:00 p.m. at the Kittitas County Community Development Services Department 411 N. Ruby Street, Suite 1, Ellensburg, WA and to authorize the Clerk to publish said notice.

RESOLUTION 2024-029

FEMA COMMUNITY RATING SYSTEM

PUBLIC WORKS

Approve Resolution No. 2024-029, Authorizing the Chair's Signature on Federal Emergency Management Agency Community Rating System Verification Form.

REQUEST TO APPROVE A RESOLUTION TO RE-AUTHORIZE THE CHAIR'S SIGNATURE ON THE DUNFORD BARN QUIT CLAIM DEED - ITEM MOVED TO BOARD DISCUSSION & DECISION

RESOLUTION 2024-030

MID-COLUMBIA REGIONAL FISHERIES

PUBLIC WORKS

Approve Resolution No. 2024-030, Authorizing the Chair's Signature on the First Amendment to the 2023 Memorandum of Agreement between Kittitas County and Mid-Columbia Regional Fisheries Enhancement Group.

REQUEST TO APPROVE A RESOLUTION TO APPROVE CONDITION 25 REMAND FROM SUPERIOR COURT REGARDING THE FINAL PLA OF FOREST RIDGE PHASE 4 AND PHASE 5 - ITEM REMOVED FROM THE AGENDA

Approve Resolution No. 2024-031, Awarding a Professional Services Agreement to Fehr and Peers and Authorizing the Director to Negotiate the Scope of Work and Fee and to Sign the Agreement on Behalf of the Board of County Commissioners.

AGREEMENT

EVERGREEN FOREST COUNTY GROUP

COMMISSIONERS

Approve a Memorandum of Agreement between Robert K. Weidner, On Behalf of Kittitas County, A Member of the Evergreen Forest County Group, A Rural Public Lands County Council Affiliate, and Kittitas County, in the amount of \$10,000.00, effective January 1, 2024, through December 31, 2024.

CALL FOR BIDS

OFFICIAL COUNTY NEWSPAPER

COMMISSIONERS

Approve a Notice of Call for Bids for qualified legal newspapers to be the Official County Newspaper, to be accepted until and read aloud on March 21, 2024, at 2:00 p.m. in the Kittitas County Board of Commissioners Office, 205 West 5th Ave. Room 108, Ellensburg, WA and to authorize the Clerk to publish said notice.

ADMINISTRATIVE MATTERS - NONE

CITIZEN COMMENTS ON NON-AGENDA ITEMS

Pat Kelleher commented on public access and questioned what the County's Public Access Policy was and that the Chairman speaks for the Board and had not received a response from him.

BOARD DISCUSSION/DECISION ITEMS

RESOLUTION

DUNFORD BARN

PUBLIC WORKS

The Board agreed to remand back to Staff, a Resolution to Re-Authorize the Chair's Signature on the Dunford Barn Quit Claim Deed.

MISCELLANEOUS - NONE

EXECUTIVE SESSION

At 10:41 a.m. Chairman Wachsmith announced the Board would recess into an Executive Session for 10 minutes with Mark Cook, Public Works/CDS Director; Arden Thomas, Water Resource Manager; Stephanie Hartung, Chief Civil Deputy Prosecutor; Molly McDowell, Deputy Prosecutor I; and Bill Clarke, Special Appointed Deputy Prosecutor, to consider RCW 42.30.110(1)(b) To consider the selection of a site or the acquisition of real estate by lease or purchase when public knowledge regarding each

consideration would cause a likelihood of increased price. Possible action following.

At 10:51 a.m. the Board reconvened out of Executive Session. The Board directed Staff to continue discussions regarding a boundary line adjustment.

ADJOURNMENT


The meeting concluded at 10:51 a.m.

CLERK OF THE BOARD



Julie Kjorsvik

**KITTITAS COUNTY COMMISSIONERS
KITTITAS COUNTY, WASHINGTON**



Brett Wachsmith, Chairman