

**COMMISSIONERS' MINUTES  
KITITAS COUNTY, WASHINGTON  
COMMISSIONERS AUDITORIUM  
SPECIAL MEETING**

**TUESDAY**

**2:00 P.M.**

**MAY 18, 2010**

Board members present: Chairman Mark McClain; Vice-Chairman Paul Jewell and Commissioner Alan Crankovich.

Others: Catherine Dunn, Deputy Clerk of the Board; Marsha Weyand, Assessor; Jerry Pettit, Auditor; Deanna Panattoni, Treasurer; Greg Zempel, Prosecuting Attorney; Joyce Julsrud, Clerk; Joseph Whalen, Human Resources Director; Kirk Holmes, Public Works Director and Interim Community Development Services Director; Jan Ollivier, Tom Kelly and Kelly Carlson; Department of Public Works; Brenda Larsen, Fire Marshal; Dan Valoff and Mandy Weed, Community Development Services; Mike Johnston, Daily Record; Wayne Nelson, Encompass; Catherine Clerf and 1 member of the public.

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**PUBLIC HEARING    SETTING ELECTED OFFICIALS PRE-FILING SALARIES    BOCC**

At 2:00 p.m. **CHAIRMAN McCLAIN** opened a public hearing to consider setting salaries for Elected Officials before the election filing period as required by RCW.

**JERRY PETTIT, AUDITOR** gave his thoughts on the proposed salaries, saying he would accept a freeze for 2011 with the caveat to reopen the salaries on an annual basis with the opportunity to re-visit it with the Board. He said that other counties use this method. He said his second suggestion was the appointment of an advisory salary commission consisting of an equal number of citizens from each district. As the Election Officer for the County, he said the State Statute requires the Board to establish the salary for those elected offices up for election this year, so those in the positions or running for the positions, will have their salaries set.

**COMMISSIONER CRANKOVICH** asked if there was anything in code to prevent setting a salary schedule with the option that any increase could be reversed in tight years. **Mr. Pettit** said he had seen that method as well. He said it would be for all salaries except the Commissioner's salaries.

**PROSECUTOR GREG ZEMPEL** agreed that the time was good for a strong look at a salary commission, given the issues this year. He said it was difficult to maintain parity because you can't revisit what was

done before. He said there is always an impact on the other Commissioner positions.

**COMMISSIONER CRANKOVICH** asked if the position salary is set, can the increase be declined. **PROSECUTOR ZEMPEL** said there is no black and white answer to this. He said there was a possibility but it can become a problem because it cannot be binding.

**THOSE PRESENT AND TESTIFYING:** **CATHERINE CLERF**, 60 Moe RD, said she had chaired the 3/10's Sales Tax Advisory Committee and feels the Salary Commission was a good idea, and would equalize the disparity between union, non-union and elected positions. She said in order to get talented people to run for office, a more equitable salary was necessary. She said she had considered running for Commissioner but the salary was not enough to interest her.

**THERE BEING NO ONE ELSE REQUESTING TO TESTIFY, THE PUBLIC PORTION OF THE HEARING WAS CLOSED**

**CHAIRMAN McCLAIN** said he welcomes the opportunity to have the community involved in the process, but he said he believed the responsibility is with the Board of Commissioners. He said they are responsible for the budget. He said he agreed with Prosecutor Greg Zempel about the parity between Commissioner Districts and he liked Clerk Joyce Julsrud's proposal to freeze the salaries for two years, then revisit them at that time. He said he would encourage the setting of District 3 to the same as Districts 1 and 2, and freezing all other salaries. He said he didn't like the "leap frog" system with the Commissioner's salaries.

**JOSEPH WHALEN, HUMAN RESOURCE DIRECTOR**, said the recent negotiated contracts all involve an increase of 1% first year, with 1½% biannually, which totaled to a 7% growth over 3 years of the contract.

**CHAIRMAN McCLAIN** asked what the dollar figure was for District 3. **MR. WHALEN** replied it was \$5,558 for 2011 and \$5,775 for 2012.

**COMMISSIONER CRANKOVICH** said in the last six years there has been an effort to keep the Commissioner's salaries in line. He said in 2004, the District 3 salary was \$8,000 more than Districts 1 and 2, but since then they have worked to keep them in line. He said if they can revisit the salaries, it might be a good idea to revisit all the Elected Officials salaries.

**VICE-CHAIRMAN JEWELL** said he thought it should be equal between the Board of Commissioners' salaries. He said he didn't think having a Salary Commission takes the responsibility from the Board. He said he favored this idea.

**COMMISSIONER CRANKOVICH** said he didn't have a problem with the Salary Commission and he thought there should be an equal number of persons from each Commissioner District.

**CHAIRMAN McCLAIN** asked the Prosecutor whether the County portion of the Prosecutor's salary would be frozen also. **PROSECUTOR GREG ZEMPEL** agreed and said the Judicial salaries are set by the Legislature and the State portion has already been frozen.

**COMMISSIONER JEWELL** moved to freeze all Elected Official Salaries including the County portion of the Prosecutor's salary, for 2011 at the 2010 rate; set the Commissioner District 3 salary at District 1 and 2 rates for 2011 and 2012 with no increase for 2013; establish a Salary Commission and continue the public hearing to June 1, 2010 at 10:00 a.m. for enabling documents. **COMMISSIONER CRANKOVICH** seconded the motion. Motion carried 3-0.

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**PUBLIC HEARING      FEES FOR PERMITS/LANDUSE/PUBLICATIONS PUBLIC WORKS**

At approximately 2:40 p.m. **CHAIRMAN McCLAIN** opened a public hearing to consider adopting fees for Permits, Land Use Applications and publications for Community Development Services, Department of Public Works and the Fire Marshal.

**JAN OLLIVIER, TRANSPORTATION AND PLANNING MANAGER** said she was the spokesperson for a group that worked on the cost recovery of Public Works permits, Land Use fees and over the counter publications. She said the majority of the proposed fees reflect cost recovery. She said that some of the Public Works permits and applications never had a fee before such as: address, access permits, private road name process, road requests, road variances, right of way use permits and franchise agreements. She said that land use applications that are determined to be more complex would need to have a staffing agreement to cover the cost of the project process.

**VICE-CHAIRMAN JEWELL** asked about the criteria for the more complex applications, which would require a staffing agreement. **MS.**

**OLLIVIER** said it would be determined at a pre-application meeting, but would include significant environmental issues, large acreage and large number of lots in the project. She said the larger Planned Unit Developments would usually qualify for a staffing agreement.

**VICE-CHAIRMAN JEWELL** said he wanted a clear, transparent process for this requirement and not just an arbitrary decision.

**MS. OLLIVIER** said it was based on the process for Douglas County.

**VICE-CHAIRMAN JEWELL** said he would like a threshold criteria and checklist for requiring the staffing agreement. **KIRK HOLMES** said

that generally these are negotiated agreements. He said people know

when their project is complex and requires greater time and review. He said they would make a checklist of criteria. He asked if it would need to be put into code or policy? **COMMISSIONER CRANKOVICH** felt it needed to be put into place because it is outside of the fee schedule. **MR. HOLMES** said he would bring something to the next study session.

There was a discussion of Fire Marshal fees.

**THOSE PRESENT AND TESTIFYING: CATHERINE CLERF**, 60 Moe RD, Ellensburg, said she thought impact fees should have been instituted 20 years ago. She said that developments have been done on the backs of the taxpayers and she applauds the cost recovery efforts.

**WAYNE NELSON, ENCOMPASS ENGINEERING** said they are working on the Transfer of Development Rights (TDR) for the County. There are no fees for the TDR's at this time and looking at the analysis done by the Public Works and Community Services staff, it looks as though the cost recovery for Short Plat review would be similar for the TDR certification. He said the Board could implement the first part of the TDR process at this time or wait until the complete TDR program is presented.

**VICE-CHAIRMAN JEWELL** asked if the TDR program was still on track for July because he would like to see a cost recovery analysis.

**THERE BEING NO ONE ELSE REQUESTING TO TESTIFY, THE PUBLIC PORTION OF THE HEARING WAS CLOSED**

**CHAIRMAN McCLAIN** asked about fees for small wind facilities. **MS. OLLIVIER** said those fees would be for Building Codes. **VICE-CHAIRMAN JEWELL** asked if the community wind facilities would be on the fees. **MS. OLLIVIER** said they were a Conditional Use Permit and those fees were included.

**VICE-CHAIRMAN JEWELL** said he appreciated the work and level of detail done on the fees analysis. He said he was concerned with the size of some increases, and he thought it may be too much of a leap.

**COMMISSIONER CRANKOVICH** said in the past, the Board has done incremental increases over a time striving for full cost recovery.

**VICE-CHAIRMAN JEWELL** said he would prefer cost recovery analyses done on an annual basis.

There was a discussion of the Fire Marshal fee increases so soon after their fees were established.

**VICE-CHAIRMAN JEWELL** moved to reopen the public testimony portion of the public hearing. **COMMISSIONER CRANKOVICH** seconded the motion. Motion carried, 3-0.

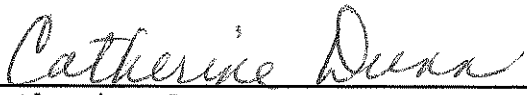
**VICE-CHAIRMAN JEWELL** moved to continue the public hearing to June 15, 2010 at 2:00 p.m. in the Commissioners Auditorium with the record to remain open. **COMMISSIONER CRANKOVICH** seconded the motion. Motion carried, 3-0.

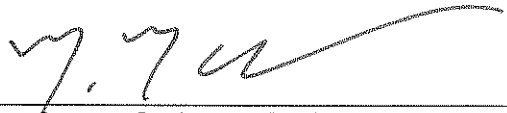
**KIRK HOLMES** said the staff involved put in a lot of hours on this effort. He said if the fees are done on a phased basis, the schedule in front of the Board is the target, and the costs go up each year, but that is the cost of developing.

The meeting was adjourned at 3:17 p.m.

**DEPUTY CLERK OF THE BOARD**

**KITTITAS COUNTY COMMISSIONERS  
KITTITAS COUNTY, WASHINGTON**

  
Catherine Dunn

  
Mark McClain, Chairman