

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

**TUESDAY**

**10:00 A.M.**

**JANUARY 20, 2015**

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

Others: Julie Kjorsvik, Clerk of the Board; Darren Higashiyama, Operations Commander; Kathy Jurgens, Finance System Manager/Interim Public Works Director; Jan Ollivier, Transportation Manager; Lisa Young, Human Resource Director; Doug D'Hondt, Engineer; Robin Read, Public Health Administrator; Michael Nigrey, Deputy Prosecutor; Neil Caulkins, Deputy Prosecutor; Lindsey Ozbolt, Staff Planner; Debbie Myers, Board Clerk/Receptionist; Doc Hansen, Planning Official; Christina Wollman, Staff Planner; Judy Pless, Budget & Finance Manager; Brett Wachsmith, Treasurer; Lisa Murray, Administrative Assistant and 5 members of the public.

**CALL TO ORDER**

Chairman Berndt called the meeting to order. He noted that due to the holiday closure on Monday January 19, 2015, and not having an Agenda Study Session, the Board of County Commissioners would review each item individually before taking any action.

**PLEDGE OF ALLEGIANCE**

Chairman Berndt led the Pledge of Allegiance.

**INTRODUCTION OF NEW COUNTY EMPLOYEES - NONE**

**PROCLAMATIONS - NONE**

**AWARDS & RECOGNITIONS - NONE**

**APPROVAL OF AGENDA**

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

**CONSENT AGENDA**

Items listed under the Consent Agenda were distributed to the Board of

**APPROVED**  
2-17-15

County Commissioners in advance for study and were enacted by one motion with separate discussion to the extent any items were removed from the Consent Agenda at the request of a Board member.

Consent Items R & V were removed from consideration on the Consent Agenda.

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

**MINUTES**

DATE	MINUTES
11/20/2014	Board of Health - Cancelled
12/22/2014	CDS Study Session
01/05/2015	Office Admin.
01/05/2015	Dept. Head - HR
01/05/2015	Agenda Study Session
01/06/2015	Agenda
01/06/2015	Public Hearing - Open Space
01/07/2015	Executive Session
01/12/2015	Office Admin.
01/12/2015	Dept. Head - Cancelled
01/12/2015	Executive Session
01/12/2015	IT Meeting
01/12/2015	Public Works Meeting
01/12/2015	CDS Meeting
01/13/2015	KCCD Meeting and Update

**RESOLUTION 2015-007                      ALCOHOL DRUG DEPENDENCY SERVICE                      SUPERIOR COURT**

Approve Resolution No. 2015-007, Specifying Funding for the Memorandum of Understanding between Kittitas County Superior Court and Alcohol Drug Dependency Service (ADDS), for the 2015 calendar year.

**AGREEMENT    HOMELAND SECURITY GRANT    SHERIFF**

Acknowledge Homeland Security Grant Agreement No. E15-106, between the Washington State Military Department and the U.S. Department of Homeland Security and the Kittitas County Sheriff's Office, in the amount of \$50,548.00 beginning September 1, 2014 through December 31, 2015.

**AGREEMENT    HOMELAND SECURITY GRANT    SHERIFF**

Acknowledge Homeland Security Grant Agreement No. E15-092, between the Washington State Military Department and the U.S. Department of Homeland Security and the Kittitas County Sheriff's Office, in the amount of

\$8,150.00 beginning June 1, 2014 through August 31, 2015.

**SET PUBLIC HEARING**

**DISPOSE OF COUNTY ASSETS**

**AUDITOR**

Approve Setting a Public Hearing to consider the Disposition of County Assets to be held on Tuesday February 3, 2015 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 2015-008**

**2015 UNEMPLOYMENT COMPENSATION RATE**

**AUDITOR**

Approve Resolution No. 2015-008, Adopting the 2015 Internal Rate for Employment Compensation, effective January 1, 2015.

**RESOLUTION 2015-009**

**AMENDING TRAVEL POLICY**

**AUDITOR**

Approve Resolution No. 2015-009, Amending the Kittitas County's Travel Policy, effective January 1, 2015.

**AGREEMENT**

**SPOKANE REGIONAL HEALTH DISTRICT**

**PUBLIC HEALTH**

Approve an Agreement between the Spokane Regional Health District and the Kittitas County Public Health Department beginning January 1, 2015 through December 31, 2015, in an amount not to exceed \$5,000.00 to provide assistance with the 2014 Public Health Department's Quality Improvement Plan.

**AGREEMENT**

**COMMUNITY HEALTH OF WASHINGTON**

**PUBLIC HEALTH**

Approve a Professional Services Agreement between the Kittitas County Public Health Department and Community Health of Central Washington, in the amount of \$14,100.00 to provide services for the Children with Special Health Care Needs Program from January 1, 2015 through December 31, 2015.

**CALL FOR BIDS**

**LIQUID ASPHALT MATERIALS**

**PUBLIC WORKS**

Approve a Notice of Call for Sealed Bids to Furnish Liquid Asphalt Materials for the Calendar Year 2015, to be accepted until February 5, 2015 at 2:00 p.m. in the Kittitas County Public Works Department 411 North Ruby, Suite 1, Ellensburg, WA and to authorize the Clerk to publish said notice.

**CALL FOR BIDS**

**CRACK SEALANT MATERIALS**

**PUBLIC WORKS**

Approve a Notice of Call for Sealed Bids to Furnish Crack Sealant Materials for Calendar Year 2015, to be accepted until February 5, 2015

at 2:00 p.m. in the Kittitas County Public Works Department 411 North Ruby, Suite 1, Ellensburg, WA and to authorize the Clerk to publish said notice.

**CALL FOR BIDS**

**ASPHALT MATERIALS**

**PUBLIC WORKS**

Approve a Notice of Call for Sealed Bids to Furnish Asphalt Materials for Calendar Year 2015, to be accepted until February 5, 2015 at 2:00 p.m. in the Kittitas County Public Works Department 411 North Ruby, 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 Sealed Bids to Furnish Weed Spray Materials for the Calendar Year 2015, to be accepted until February 5, 2015 at 2:00 p.m. in the Kittitas County Public Works Department 411 North Ruby, Suite 1, Ellensburg, WA and to authorize the Clerk to publish said notice.

**RESOLUTION 2015-011 CALL FOR BIDS-TEANAWAY ROAD IMPROV. PUBLIC WORKS**

Approve Resolution No. 2015-011, to Authorize a Notice of Call for Bids for the Teanaway Road Improvement Project, to be accepted until February 19, 2015 at 10:00 a.m. in the Kittitas County Public Works Department 411 North Ruby, Suite 1, Ellensburg, WA and to authorize the Clerk to publish said notice.

**RESOLUTION 2015-010 QUAD COUNTY REGIONAL TRANSPORTATION PUBLIC WORKS**

Approve Resolution No. 2015-010, and to Authorize Chair's Signature on the Quad County Regional Transportation Planning Organization Supplemental Agreement Number 1 with SCJ Alliance.

**CONTRACT**

**WA STATE MILITARY DEPARTMENT**

**PUBLIC WORKS**

Approve a Signature Authorization Form and Amendment D to Grant Contract #D09-054, between the Washington State Military Department and Federal Emergency Management Agency and Kittitas County, extending the expiration date from January 29, 2015 to January 29, 2017.

**REPORT**

**LIST OF REFUNDS MADE TO TAXPAYERS**

**TREASURER**

Acknowledge Receipt of the Treasurer's Report listing refunds made to Taxpayers during the year 2014, as required by RCW 84.69.020.

**REQUEST TO APPROVE AMENDMENT #1 TO THE HOMELESS HOUSING PROGRAM GRANT AGREEMENT #2014-001 BETWEEN KITTITAS COUNTY AND HABITAT FOR HUMANITY -**

**ITEM REMOVED FROM THE AGENDA**

**LEVY CERTIFICATIONS**

**2015 LEVY CERTIFICATIONS**

**COMMISSIONERS**

Acknowledge Receipt of the 2015 Levy Certificates from Cemetery District #1, City of Cle Elum, City of Roslyn, City of Ellensburg, Town of South Cle Elum, City of Kittitas, Fire Districts #1, #2, #3, #4, #6, #7 and #8, Snoqualmie Pass Fire & Rescue, Hospital Districts #1 and #2, Hospital District #2 EMS, Damman School, Easton School, Thorp School, Ellensburg School, Kittitas School and Cle Elum-Roslyn School.

**RESOLUTIONS 2015-012**

**PERSONNEL POLICIES MANUAL**

**HUMAN RESOURCES**

Approve Resolution No. 2015-012, In the Matter of Updating the Personnel Policies Manual, revising Items 1-5 Listing of Departments & Hours; 6-11 County Online Marketplace; 7-3 Holidays and 7-9 Unpaid Leave of Absence.

**RESOLUTION 2015-013**

**UPDATING OFFICE HOURS**

**HUMAN RESOURCES**

Approve Resolution No. 2015-013, In the Matter of Updating Office Hours for the Human Resources Department.

**REQUEST TO APPROVE THE DIGITAL SUBMITTAL CERTIFICATION - COUNTY ROAD ADMINISTRATION BOARD FOR 2015 ROAD LEVY CERTIFICATION - ITEM REMOVED FROM THE AGENDA**

**RESOLUTION 2015-014**

**REGION 7 EMERGENCY MANAGEMENT COUNCIL**

**SHERIFF**

Approve Resolution No. 2015-014, Authorizing an Interlocal Agreement between Members of the Washington State Region 7 Emergency Management Council which includes Chelan, Douglas, Grant, Kittitas, Okanogan Counties and the Cities of Wenatchee and East Wenatchee and the Confederated Tribes of the Colville Reservation.

**ADMINISTRATIVE MATTERS - NONE**

**CITIZEN COMMENTS ON NON-AGENDA ITEMS**

**BOARD DISCUSSION/DECISION ITEMS**

**CLOSED RECORD MEETING**

**BLACK HORSE AT WHISKEY CREEK REZONE**

**CDS**

Lindsey Ozbolt, Staff Planner reviewed the Black Horse at Whiskey Creek Rezone (Z-06-00015) and Preliminary Plat (P-06-00022) Final Development Plan. She said in 2006, Jennifer Reiner, authorized agent for SSHI, LLC dba D.R. Horton, landowner submitted applications for rezone from Ag-3 to Planned Unit Development in the Ellensburg Urban Growth Area and a Preliminary Plat of 3756 lots. The property is located east of Reecer

Creek Road and north of Bender Road at 1406 West Bender Road Ellensburg, WA (Parcel Number 18-18-27010-002). On February 6, 2008 the Board of County Commissioners signed Ordinance 2008-006 granting approval of the Black Horse at Whiskey Creek Planned Unit Development and Preliminary Plat. On December 12, 2013 the final development plan was submitted to Community Development Services and after multiple reviews and work with the applicant it was determined that the plat would consist of 354 unites and developed in 4 phases. It was also determined that the reduction of total units from 375 to 354 was not a substantial change and therefore does not require an amendment to the preliminary plat. She reviewed the proposed phasing of the project and indicated that according to KCC 17.36.040, the final development plan was reviewed by the City of Ellensburg Public Works Department, City of Ellensburg Community Development Services, Kittitas County Public Works Department and Community Development Services. It was determined by all departments that the final development plan met a majority of the SEPA MDNS mitigation measures that can be accomplished prior to actual constructions and the remaining mitigation measures would be implemented and monitored during the construction process and met prior to final plat approval of each phase.

The Board of County Commissioners asked questions of Staff and raised concerns relating to Open Spaces, storm water and liability downstream flooding.

Doug D'Hondt, Engineer, reviewed the onsite storm water issues and said they could take a look at those during the permitting process. Doc Hansen, Planning Official, described the process and said 3 studies had been conducted and it was their position that the issues have been taken care of and the work could begin on the project based upon the results of those studies. He said the mitigation issues need to be taken care of and if they don't come through the work will be stopped.

Commissioner Jewell moved to continue the Closed Record Meeting to Tuesday February 3, 2015 at 10:00 a.m. in the Commissioners Auditorium, for Board Discussion & Decision and to direct Staff to have a comprehensive discussion and to provide the Board with a report back including answers to their questions relating to Open Spaces, on site storm water, studies and timelines for a better understanding prior to making a decision. Commissioner O'Brien seconded. Motion carried 3-0.

**RESOLUTION 2015-006**

**ELLENSBURG URBAN GROWTH AREA**

**CDS**

Commissioner O'Brien moved to approve Resolution No. 2015-006, Authorizing an Interlocal Agreement with the City of Ellensburg regarding the Ellensburg's Urban Growth Area. Commissioner Jewell seconded. Motion carried 3-0.

**EXECUTIVE SESSION - NONE**

**ADJOURNMENT**

Commissioner Jewell moved to adjourn the meeting at 12:00 p.m.  
Commissioner O'Brien seconded. Motion carried 3-0.

Meeting adjourned at 12:00 p.m.

**CLERK OF THE BOARD**

  
Julie Kjorsvik

**KITTITAS COUNTY COMMISSIONERS  
KITTITAS COUNTY, WASHINGTON**

  
Gary Berndt, Chairman