COMMISSIONERS' MINUTES KITTITAS COUNTY, WASHINGTON AGENDA SESSION REGULAR MEETING

TUESDAY

10:00 A.M.

AUGUST 21, 2018

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

Others: Julie Kjorsvik, Clerk of the Board; Mark Cook, Public Works Director/Interim Engineer; Dan Carlson, CDS Director; Erin Moore, WRP Coordinator; Neil Caulkins, Deputy Prosecutor; Samantha Cox, WRP Tech.; and 1 member of the public.

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

Erin Moore, WRP Coordinator introduced Samantha Cox as the new WRP Tech.

PROCLAMATIONS - NONE

AWARDS & RECOGNITIONS - NONE

APPROVAL OF AGENDA

Chairman Osiadacz noted Consent Item K had been removed from the Agenda and there would be Executive Sessions held at the end of the Agenda Session.

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

CONSENT AGENDA

Commissioner Osiadacz noted Consent Item K had been removed from the Agenda.



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

MINUTES

DATE	MINUTES
07/23/2018	Public Works Study Session
07/30/2018	Office Admin
07/30/2018	Dept. Head- Maintenance
07/30/2018	Dept. Head- Public Health
07/30/2018	Dept. Head- Public Works
07/30/2018	Dept. Head- Solid Waste
07/30/2018	KVEC Equipment Sharing
08/02/2018	Gold Buckle Club Water Meter
08/06/2018	Agenda Study Session
08/06/2018	Office Admin
08/06/2018	Dept. Head- HR
08/06/2018	KVEC Equipment Use
08/07/2018	Agenda Session
08/07/2018	2pm Public Hearing
08/07/2018	Lease Proposal
08/13/2018	Office Admin
08/13/2018	Dept. Head-None
08/13/2018	Public Works Study Session

APPOINTMENT

AIRPORT ADVISORY COMMITTEE

COMMISSIONERS

Approve the Appointment of the following to the Kittitas County Airport Advisory Committee: Ron Mitchell, Limited FBO Position #1 for a two year term effective immediately and expiring on December 31, 2019; Greg Schwab, Limited FBO Position #2 for a one-year term effective immediately and expiring on December 31, 2018; and Dave Ratcliff, General Aviation Pilot position, for a three-year term effective immediately and expiring on December 31, 2020.

APPOINTMENT

HOMELESSNESS & AFFORDABLE HOUSING

COMMISSIONERS

Approve the Appointment of Laura Portolese to the Kittitas County Homelessness & Affordable Housing Committee, for a 2 year term effective immediately and expiring on December 31, 2019.

RESOLUTION 2018-131

AMENDMENT INTERLOCAL AGREEMENT

COMMISSIONERS

Approve Resolution No. 2018-131, Authorizing an Amendment to an Interlocal Agreement Regarding Lodging Tax Funds, between Kittitas County and the Cities of Ellensburg, Roslyn, and Cle Elum for a

Consolidated Lodging Tax Grant Process.

RESOLUTION 2018-132

SUNCADIA PHASE 3 DIVISION 14

CDS

Approve Resolution No. 2018-132, for the Suncadia Phase 3, Division 14 Preliminary Plat (LP-18-00002), a division of 6.97 acres into 10 singlefamily residential lots with an access tract and a community Open Space tract, on a site zoned Master Planned Resort (Suncadia).

CONTRACT

ASPECT CONSULTING

PUBLIC HEALTH

Approve Contract No. 15 between Kittitas County and Aspect Consulting for the Lower County Large Area Permit Change (Project No. 150338), in the total amount of \$12,800.00.

RESOLUTION 2018-134 MITIGATION & METERING PROGRAM PUBLIC HEALTH

Approve Resolution No. 2018-134, Adopting the Updated Mitigation and Metering Program Policy & Procedures.

RESOLUTION 2018-135 WATER METERING AGREEMENT PUBLIC HEALTH

Approve Resolution No. 2018-135, Awarding a Bid for Kittitas County Water Meters, Meter Reading Equipment & Software and to Authorize the Chairman's Signature on the Corresponding Professional Services Agreement.

RESOLUTION 2018-133

WATER METERING AGREEMENT

PUBLIC HEALTH

Approve Resolution No. 2018-133, Adopting the Kittitas County Water Metering Agreement.

SET PUBLIC HEARING

PURCHASE REAL ESTATE

SOLID WASTE

Approve Setting a Public Hearing to consider the Purchase of Real Estate Parcel #611033, to be held in the Commissioners Auditorium, Room 109, Kittitas County Courthouse 205 West 5th Avenue Ellensburg, WA and to authorize the Clerk to publish said notice.

REQUEST TO APPROVE A RESOLUTION ESTABLISHING AN INVESTMENT POOL FOR KITTITAS COUNTY AND THE CREATION OF A TREASURER'S INVESTMENT OPERATIONS AND MAINTENANCE FUND - ITEM REMOVED FROM THE AGENDA.

LIST

TAXPAYERS REFUNDS IN 2017

TREASURER

Acknowledge Receipt of the Treasurer's Report of the List of Refunds made to Taxpayers in 2017.

AGREEMENT DEPARTMENT OF HEALTH - DATA SHARING PUBLIC HEALTH

Approve a Data Sharing Agreement with the Washington State Department of Health for the Comprehensive Hospital Abstract Reporting System (CHARS), Birth, Fetal Death, Linked Birth-CHARS, and Linked Birth-Infant Death Data Files.

AGREEMENT

ENTRUST COMMUNITY SERVICES

PUBLIC HEALTH

Approve a Professional Services Agreement between Kittitas County and Entrust Community Services to provide a coordinated and comprehensive local program of services for persons with developmental disabilities and to fulfill the County's responsibilities as outlined from July 1, 2018 through June 30, 2019.

AGREEMENT ELMVIEW PUBLIC HEALTH

Approve a Professional Services Agreement between Kittitas County and Elmview to provide a coordinated and comprehensive local program of services for persons with developmental disabilities and to fulfill the County's responsibilities as outlined from July 1, 2018 through June 30, 2019.

AGREEMENT YAKIMA SPECIALTIES PUBLIC HEALTH

Approve a Professional Services Agreement between Kittitas County and Yakima Specialties to provide a coordinated and comprehensive local program of services for persons with developmental disabilities and to fulfill the County's responsibilities as outlined from July 1, 2018 through June 2019.

MEMORANDUM OF UNDERSTANDING DEPARTMENT OF HEALTH PUBLIC HEALTH

Approve and authorize the Public Health Administrator to sign a Memorandum of Understanding between the State of Washington Department of Health and the Kittitas County Public Health Department regarding Ordinance No. 2018-011 for Group B Public Water Systems.

CONTRACT YAKIMA NEIGHBORHOOD HEALTH SERVICES PUBLIC HEALTH

Approve and authorize the Public Health Administrator to sign the 2018-2019 Navigator Program Services Sub-Contract between the Yakima Neighborhood Health Services and the Kittitas County Public Health Department for the Washington Health Benefit Exchange in the amount not to exceed \$28,027.00 from July 1, 2018 through June 30, 2019.

AGREEMENT WALLA WALLA COUNTY DEPT. OF HEALTH PUBLIC HEALTH

Approve and authorize the Public Health Administrator to sign a Service

08/21/2018 MINUTES

Agreement #18-42 between Walla Walla County Department of Community Health and the Kittitas County Public Health Department, for the Youth Marijuana Prevention and Education Program Services in the amount of \$12,856.00 from July 1, 2018 to June 30, 2019.

AGREEMENT HEALTH IMPROVEMENT NETWORK PUBLIC HEALTH

Approve and authorize the Public Health Administrator to sign the Kittitas County Health Improvement Network Board of Directors Memorandum of Agreement to improve population health through cross-sector collaboration and systems integration utilizing the Community Health Improvement Plan as the guiding implementation document from July 1, 2018 through June 30, 2019.

REQUEST FOR PROPOSLS DEVELOPMENTAL DISABILITIES PUBLIC HEALTH

Approve a Request for Proposals to Inform and/or Educate the General Public about Developmental Disabilities and related services from October 1, 2018 through June 30, 2019, noting total funding for proposals is limited to approximately \$22,000.00 for annual ongoing funds and approximately \$53,000.00 for one-time projects, subject to funding availability, and to be received until 5:00 p.m. on September 14, 2018 at the Kittitas County Public Health Department, 507 N. Nanum Street, Suite 102 Ellensburg, WA and to authorize the Clerk to publish said notice.

RESOLUTION 2018-136 2018 AIRPORT LAYOUT PLAN PUBLIC WORKS

Approve Resolution No. 2018-136, Authorizing the Airport Manager to Approve the 2018 Airport Layout Plan as prepared by Century West Engineering supporting the 2015-2018 Master Plan Update process.

LEASE JACK CLERF - AIRPORT PUBLIC WORKS

Approve an Addendum to a Lease Agreement between Kittitas County and Jack Clerf, for property located at the Kittitas County Airport, Bowers Field beginning August 1, 2018 through July 23, 2023.

CORRESPONDENCE - NONE

ADMINISTRATIVE MATTERS - NONE

CITIZEN COMMENTS ON NON-AGENDA ITEMS - NONE

BOARD DISCUSSION/DECISION ITEMS

APPOINTMENT

UPPER COUNTY TRAFFIC TASK FORCE

PUBLIC WORKS

Commissioner O'Brien moved to appoint the following to the Upper County Traffic Task Force: Robert Seelye, Steve Harper, Cindy Millsap, Nolan Weis, Steve Sowers, Lori Nevin, Clay Myers, Patricia Garris, Valerie McCallum, and a representative from Encompass Engineering & Surveying.

MISCELLANEOUS - NONE

EXECUTIVE SESSION

At 10:21 a.m. Chairman Osiadacz announced the Board would recess into an with Carlson, CDS Executive Session Dan Director; Clay Undersheriff; and Neil Caulkins, Deputy Prosecutor for 5 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. Action was anticipated.

At 10:26 a.m. the Board reconvened out of Executive Session.

Commissioner O'Brien moved to appoint the Kittitas County Sheriff or his appointed designee to serve as the Interim Fire Marshal. Commissioner Wright seconded. Motion carried 3-0.

At 10:29 a.m. Chairman Osiadacz announced the Board would recess into an Executive Session with Neil Caulkins, Deputy Prosecutor and Mark Cook, Public Works Director/Interim Engineer for 20 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. Action was anticipated.

At 10:49 a.m. the Board reconvened out of Executive Session.

Commissioner O'Brien moved to instruct the Public Works Department to include in their 2019 Budget, a new position for an Airport Manager, noting funding would be coming from rate increases from both land and hangar leases at Bowers Field and noting the position is to be overseen by the Public Works Department. Commissioner Wright seconded. Motion carried 3-0.

At 10:55 a.m. Chairman Osiadacz announced the Board would recess into an Executive Session with Neil Caulkins, Deputy Prosecutor and Mark Cook, Public Works Director/Interim Engineer for 15 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. Action was anticipated.

At 11:10 a.m. the Board reconvened out of Executive Session.

Commissioner O'Brien moved to approve the Public Works Director to advertise and fill the Water Resource Manager position as soon as possible. Commissioner Wright seconded. Motion carried 3-0.

At 11:20 a.m. Chairman Osiadacz announced the Board would recess into an Executive Session with Neil Caulkins, Deputy Prosecutor for 30 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 anticipated.

At 11:50 a.m. the Board reconvened out of Executive Session. No action was taken.

At 11:50 a.m. Chairman Osiadacz announced the Board would recess back into Executive Session for 5 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 anticipated.

At 11:55 a.m. the Board reconvened out of Executive Session. No action

was taken.

At 11:55 a.m. Chairman Osiadacz announced the Board would recess back into Executive Session for 5 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 anticipated.

At 12:00 p.m. the Board reconvened out of Executive Session. No action taken was taken.

Chairman Osiadacz announced at the conclusion of the Agenda how there was a meeting previously scheduled for Wednesday August 22, 2018 at 1:30 p.m. and it had been cancelled.

ADJOURNMENT

The meeting was adjourned at 12:03 p.m.

CLERK OF THE BOARD

Julie Kjorsvik

KITTITAS COUNTY COMMISSIONERS KITTITAS COUNTY, WASHINGTON

Laura Osiadacz, Chairman