# COMMISSIONERS' MINUTES KITTITAS 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.



#### CONSENT AGENDA

At the conclusion of reviewing each item Vice-Chairman Osiadacz moved to approve the Consent Agenda, as amended, by moving Consent Item AE to Board Discussion & Decision; and to remove Consent Item AG from consideration. Commissioner Wright seconded. Motion carried 3-0.

#### MINUTES

DATE	MINUTES
10-6-2022	2023 Budget Meeting
12-15-2022	2023 Budget Meeting
1-26-2023	Finance Study Session
2-24-2023	2024 Budget Meeting
3-31-2023	2024 Budget Meeting
9-25-2023	IT Study Session
10-23-2023	IT Study Session
10-26-2023	IT Study Session
11-27-2023	IT Study Session
12-25-2023	IT Study Session - Cancelled
1-9-2024	HR Study Session
1-16-2024	BoCC Office Admin Meeting
1-16-2024	BoCC Regular Agenda Session
1-16-2024	BoCC Public Hearing
1-18-2024	Finance Study Session
1-22-2024	DPW Study Session
1-23-2024	HR Study Session
1-23-2024	Chamber/ADO Update
1-29-2024	BoCC Office Admin Meeting

# CONTRACT

CHELAN CO. JUVENILE COURT SERVICES

JUVENILE COURT

Approve a Contract between Chelan County and Kittitas County, to provide juvenile detention services to Kittitas County on an "as needed" basis through the Chelan County Juvenile Detention Facility.

RESOLUTION 2024-020

LEVIES FOR 2024 TAX COLLECTION

**ASSESSOR** 

Approve Resolution No. 2024-020, Kittitas County Levies for 2024 Tax Collection.

#### CALL FOR BIDS

WATER TRUCK

SOLID WASTE

Approve a Notice of Call for Bids for a Water Truck to be purchased by the Solid Waste Department, to be accepted until February 22, 2024, at 3:00 p.m. and opened at that time at 925 Industrial Way Ellensburg, WA and to authorize the Clerk to publish said notice.

#### **AGREEMENT**

#### CONTINENTAL BATTERY COMPANY

SOLID WASTE

Approve a Professional Services Agreement between Kittitas County and Continental Battery Company, to provide recycling of used lead acid batteries, effective February 10, 2024.

#### AGREEMENT

## SAFETY KLEEN SYSTEMS INC.

SOLID WASTE

Approve a Professional Services Agreement between Kittitas County and Safety Kleen Systems, Inc. to receive and recycle used oil and antifreeze, effective February 10, 2024.

#### AGREEMENT

#### TOTAL RECLAIM

SOLID WASTE

Approve a Professional Services Agreement between Kittitas County and Total Reclaim, to provide the recycling of CFC containing appliances, effective February 15, 2024.

#### RESOLUTION 2024-021

# UNCOLLECTIBLE MOBILE HOME TAXES

TREASURER

Approve Resolution No. 2024-021, To Cancel Uncollectible Mobile Home Taxes, in the total amount of \$2,064.51.

# RESOLUTION 2024-022 UNCOLLECTIBLE PERSONAL PROPERTY TAXES TREASURER

Approve Resolution No. 2024-022, To Cancel Uncollectible Personal Property Taxes, in the total amount of \$10,121.91.

#### AGREEMENT

#### DEPT OF SOCIAL & HEALTH SERVICES

PUBLIC HEALTH

Approve Amendment No. 01 to Agreement Number 2363-49241, between the Department of Social and Health Services, Division of Developmental Disabilities, and Kittitas County, in the additional amount of \$263,603.00, for services between July 1, 2023, and June 30, 2024.

#### CONTRACT

## DEPARTMENT OF HEALTH

PUBLIC HEALTH

Approve Amendment No. 17 to the 2022-2024 Consolidated Contract Number CLH31015, between the Department of Health and the Kittitas County Public Health Department, from January 1, 2023, through December 31, 2024.

# AGREEMENT COMMUNITY BUILDERS & COMPREHENSIVE HEALTHCARE PUBLIC HEALTH

Approve a Professional Service Agreement between Kittitas County and Comprehensive Healthcare, in the amount of \$395,394.76, to provide two full-time Crisis Case Managers at Kittitas Valley Hospital from January 1, 2024, through December 31, 2025; and Professional Service Agreement between Kittitas County and Community Builders, in the amount of

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

# RESOLUTION 2024-023 UNCOLLETABLE 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 5<sup>th</sup> 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 5<sup>th</sup> 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

02/06/2024 MINUTES

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  $5^{\rm th}$  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