

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

**TUESDAY**

**10:00 A.M.**

**FEBRUARY 2, 2021**

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

Others via WebEx: Julie Kjorsvik, Clerk of the Board; Patti Johnson, Solid Waste Director/Interim Maintenance Director/Project Supervisor; Mandy Buchholz, Administrative Supervisor; Mike Hougardy, Assessor; Ben Kokjer, Chief Deputy; Lisa Young, Human Resource Director; Dan Carlson, CDS Director; Jennifer Golladay, Tax Collection Deputy; Mark Cook, Public Works Director; Josh Fredrickson, Engineer; Tristen Lamb, Public Health Administrator; Rebecca Cruse, Administrative Assistant; and 1 member of the public.

Kittitas County is currently in Phase I and in person participation is prohibited. The public was encouraged to join the meeting by joining a WebEx event online.

**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 - NONE**

**APPROVAL OF AGENDA**

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

**CONSENT AGENDA**

The Agenda Study Session had been cancelled for Monday February 1, 2021, and therefore the Board would be reviewing all items individually prior to making any motions. At the conclusion of reviewing each item

**APPROVED**  
2/16/21

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

**MINUTES**

<b>DATE</b>	<b>MINUTES</b>
1/28/2020	HR Study Session
8/25/2020	HR Study Session
12/09/2020	EC Study Session
1/11/2021	Airport Study Session
1/11/2021	CDS Study Session
1/13/2021	EC Study Session
1/13/2021	Sheriff
1/15/2021	Executive Session
1/15/2021	Uncollectable Taxes
1/18/2021	Agenda Study Session
1/19/2021	Office Admin
1/19/2021	Agenda Session
1/21/2021	Sheriff Follow-up
1/22/2021	Grant PUD
1/25/2021	Office Admin
1/25/2021	Dept. Heads-None
1/25/2021	Executive Session
1/27/2021	Bowling Alley RFP
2/1/2021	Dept. Head-None
2/8/2021	Dept. Head-None
2/15/2021	Dept. Head-None
2/22/2021	Dept. Head-None
3/1/2021	Dept. Head-None

**RESOLUTION 2021-017                      LEVIES FOR 2021 TAX COLLECTION                      ASSESSOR**

Approve Resolution No. 2021-017, Kittitas County Levies for 2021 Tax Collection.

**CONTRACT                                      DEPARTMENT OF HEALTH                                      PUBLIC HEALTH**

Approve and authorize the Public Health Administrator to sign Amendment Number 18 to the 2018-2021 Consolidated Contract between the Washington State Department of Health and the Kittitas County Public Health Department from January 1, 2018 through December 31, 2021.

**RESOLUTION 2021-018                      ASSESSED MOBILE HOME TAXES                      ASSESSOR**

Approve Resolution NO. 2021-018, to Cancel Taxes Assessed Upon Mobile Home Taxes Pursuant to RCW 84.56.240, in the total amount of \$679.49.

**RESOLUTION 2021-019**

**PERSONAL PROPERTY TAXES**

**ASSESSOR**

Approve Resolution No. 2021-019, to Cancel Taxes Assessed Upon Personal Property Pursuant to RCW 84.56.240, in the amount of \$9,203.00.

**SET PUBLIC HEARING**

**AMEND KITTITAS COUNTY CODE**

**CDS**

Approve Setting a Public Hearing to consider Amending Kittitas County Code Chapter 14.04 and Title 20 to Adopt the 2018 International Building Codes with the Washington State Amendments and referenced standards and to consider Amending Kittitas County Code Title 18 to correct grammatical and scrivener errors, to be held on Tuesday March 2, 2021 at 2:00 p.m. via Webex and to authorize the Clerk to publish said notice.

**AGREEMENT**

**EQUITABLE SHARING CERTIFICATION**

**SHERIFF**

Approve an Equitable Sharing Agreement and Certification form for the Kittitas County Sheriff's Office for the FY End Date of December 31, 2020, in the amount of \$10,476,773.00.

**AGREEMENT**

**THOMAS ROWE, Ph.D.**

**SHERIFF**

Approve an Agreement between Kittitas County and Thomas Rowe, Ph.D. to conduct psychological evaluations, conducting interviews of applicants for employment or reserve service, and preparing and conveying reports of psychological findings and applicant evaluations for the Kittitas County Sheriff's Office beginning March 3, 2021 through March 3, 2022.

**AGREEMENT**

**PUBLIC SAFETY SELECTION PC**

**SHERIFF**

Approve a Professional Services Agreement between Kittitas County and Public Safety Selection, PC, to conduct fitness-for-day evaluations, psychological evaluations, interviews of applicants for employment or reserve service and to prepare and convey reports of the psychological findings and applicant evaluations for the Kittitas County Sheriff's Office from March 3, 2021 through March 3, 2022.

**RESOLUTION 2021-020**

**BOWLING ALLEY REVIEW COMMITTEE**

**SOLID WASTE**

Approve Resolution No. 2021-020, Specifying the Composition of the Bowling Alley Review Committee, to include one member of each of the Commissioner Districts; one member from the City of Ellensburg; the Event Center Director, the Maintenance Director and, the Chair, who will be a member of the Board of County Commissioners.

**REQUEST FOR PROPOSALS**

**BOWLING ALLEY**

**SOLID WASTE**

Approve a Request for Proposals from private, nonprofit, or public

organizations interested in leasing, leasing-to-own, or purchasing for the development or redevelopment of the Bowling Alley properties located on the Kittitas Valley Event Center grounds adjacent to Central Washington University, to be accepted until February 25, 2021 at 5:00 p.m. in the Commissioner Office 205 West 5<sup>th</sup> Avenue, Room 108, 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 2021, to be accepted and opened at 2:00 p.m. on Friday February 18, 2021 in the Kittitas County Public Works Office, 411 North Ruby Street, Suite 1, Ellensburg, WA and to authorize the Clerk to publish said notice.

**CALL FOR BIDS**

**MAINTENANCE ROCK MATERIALS**

**PUBLIC WORKS**

Approve a Notice of Call for Bids to furnish Maintenance Rock Materials for Calendar Year 2021, to be accepted and opened at 2:00 p.m. on Friday February 18, 2021 in the Kittitas County Public Works Office, 411 North Ruby Street, Suite 1, Ellensburg, WA and to authorize the Clerk to publish said notice.

**CALL FOR BIDS**

**CRACK SELANT MATERIALS & EQUIPMENT**

**PUBLIC WORKS**

Approve a Notice of Call for Bids to furnish Crack Sealant Materials and Equipment for Calendar Year 2021, to be accepted and opened at 2:00 p.m. on Friday February 18, 2021 in the Kittitas County Public Works Office, 411 North Ruby Street, 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 Bids to furnish Asphalt Materials, to be accepted and opened at 2:00 p.m. on Friday February 18, 2021 in the Kittitas County Public Works Office, 411 North Ruby Street, Suite 1, Ellensburg, WA and to authorize the Clerk to publish said notice.

**REQUEST FOR PROPOSALS**

**HYAK NO PARKING ENFORCEMENT**

**PUBLIC WORKS**

Approve a Request for Proposals for Hyak No Parking Enforcement Support Services for 2021/2022, to be accepted until 5:00 p.m. on February 19, 2021 at the Kittitas County Public Works Office 411 N. Ruby Street, Suite 1, Ellensburg, WA and to authorize the Clerk to publish said notice.

**RESOLUTION 2021-021**

**2021 HOTEL/MOTEL TAX FUND GRANTS**

**COMMISSIONERS**

Approve Resolution No. 2021-021, Adopting the Distribution of the 2021

Hotel/Motel Tax Fund Grants, in the total amount of \$148,123.50, for Special Events and Projects.

**AGREEMENTS**

**2021 LODGING TAX SERVICES**

**COMMISSIONERS**

Approve the following Agreements for Lodging Tax Services between Kittitas County:

LT-2021-001	Roslyn Downtown Association	\$10,930.00
LT-2021-002	Cle Elum Downtown Association	\$10,000.00
LT-2021-003	Washington State Horse Park	\$15,000.00
LT-2021-004	Jazz In The Valley	\$ 9,000.00
LT-2021-005	Gallery One	\$10,000.00
LT-2021-006	Junk-Tiquen in the Burg	\$ 4,152.00
LT-2021-007	WA State Ski and Snowboard Museum	\$18,000.00
LT-2021-008	Cle Elum Roundup Association	\$10,000.00
LT-2021-009	Patriot Night Under the Lights	\$18,500.00
LT-2021-010	The Patch	\$ 4,000.00
LT-2021-011	Kittitas County Historical Society	\$14,750.00
LT-2021-012	Easton Memorial Day	\$ 2,125.00
LT-2021-013	KEEN Bird Fest	\$ 9,500.00
LT-2021-014	Suncadia - Conservancy	\$ 7,250.00
LT-2021-015	Cle Elum Downtown Outdoor Expo	\$ 1,543.65
LT-2021-016	Airport-Fly In	\$ 6,700.00
LT-2021-017	Chamber-Roslyn Ale	\$ 1,533.99
LT-2021-018	KEEN Windfall Cider Fest	\$18,625.00
LT-2021-019	Suncadia - Axe Throwing Tournament	\$ 2,750.00
LT-2021-020	WA State Search & Rescue Volunteer	\$ 6,900.00
LT-2021-021	Chamber Independence Day Celebration	\$18,720.00
LT-2021-022	Miss Rodeo Washington Pageant	\$ 2,550.00
LT-2021-023	Laughing Horse Arts Foundation	\$13,000.00

**CORRESPONDENCE - NONE**

**ADMINISTRATIVE MATTERS - NONE**

**CITIZEN COMMENTS ON NON-AGENDA ITEMS**

Eric Barlow asked questions and reviewed information relating to the Lick Creek Bridge project.

**BOARD DISCUSSION/DECISION ITEMS - NONE**

**MISCELLANEOUS**

Commissioner Wright suggested looking into having a moratorium on screen sharing if they are not aware of what the person will be presenting.

**EXECUTIVE SESSION**

At 10:26 a.m. Chairman Wachsmith announced the Board would recess into Executive Session with Lisa Young, Human Resource Director for 10 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. No action was anticipated.

At 10:36 a.m. the Board reconvened out of Executive Session. There was no action taken.

At 10:36 a.m. Chairman Wachsmith announced the Board would recess back into Executive Session with Lisa Young, Human Resource Director for 9 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. No action was anticipated.

At 10:45 a.m. the Board reconvened out of Executive Session. There was no action taken.

**ADJOURNMENT**

The meeting was adjourned at 10:45 a.m.

**CLERK OF THE BOARD**

  
Julie Kjorsvik

**KITTITAS COUNTY COMMISSIONERS  
KITTITAS COUNTY, WASHINGTON**

  
Brett Wachsmith, Chairman