

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

TUESDAY

10:00 A.M.

DECEMBER 7, 2021

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

Others in person and via WebEx: Julie Kjorsvik, Clerk of the Board; Mark Cook, Public Works Director; Mandy Buchholz, Administrative Supervisor; Ken Grannan, Airport Director; Diana MacKenzie, Upper District Court Administrator; Kasey Knudson, Special Programs Coordinator; Judy Pless, Budget & Finance Director; Taylor Crouch, Administrative Assistant; Patti Johnson, Solid Waste Director/Interim Maintenance Director/Project Manager; Barb Demory, Lower District Court Administrator; David Welz, Administrative Assistant; Taylor Crouch, Administrative Assistant; Dan Carlson, CDS Director; Jeremy Johnston, Planning Official; Sarah Keith, Superior Court Administrator; Neil Caulkins, Deputy Prosecutor; Carly Brettmann, Communications Director; Steve Panattoni, Jail Superintendent; Clay Myers, Sheriff; Angela Bugni, Rule 9 Intern; and approximately 9 members of the public.

Per Governor Inslee's Proclamation 20-28 et seq., the public was encouraged to join the meeting virtually or in person.

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.

APPROVED
12/21/21

CONSENT AGENDA

The Board reviewed each item individually prior to making any motions. At the conclusion of reviewing each item Vice-Chairman Osiadacz moved to approve the Consent Agenda, as amended, by omitting Consent Item F from the Agenda, and to move Item Z to Board Discussion & Decision as Item B. Commissioner Wright seconded. Motion carried 3-0.

MINUTES

| DATE | MINUTES |
|------------|-----------------------|
| 9/10/2019 | HR Study Session |
| 10/18/2019 | 2020 Prelim Budget |
| 11/05/2019 | 2020 Prelim Budget |
| 12/10/2019 | HR Study Session |
| 4/28/2020 | HR Study Session |
| 5/12/2020 | HR Study Session |
| 5/26/2020 | HR Study Session |
| 7/16/2020 | Finance Study Session |
| 9/22/2020 | HR Study Session |
| 10/13/2020 | HR Study Session |
| 10/27/2020 | HR Study Session |
| 10/28/2020 | 2021 Budget Overview |
| 11/05/2020 | 2021 Budget |
| 11/06/2020 | 2021 Budget |
| 11/10/2020 | HR Study Session |
| 11/13/2020 | 2021 Budget |
| 12/02/2020 | 2021 Budget |
| 12/08/2020 | HR Study Session |
| 12/15/2020 | 2PM Public Hearing |
| 12/22/2020 | HR Study Session |
| 01/04/2021 | Agenda Study Session |
| 01/12/2021 | HR Study Session |
| 3/23/2021 | HR Study Session |
| 4/15/2021 | Finance Study Session |
| 5/10/2021 | Airport Study Session |
| 5/11/2021 | HR Study Session |
| 5/25/2021 | HR Study Session |
| 6/8/2021 | HR Study Session |
| 6/23/2021 | HR Study Session |
| 6/29/2021 | PH Study Session |
| 7/20/2021 | HR Study Session |
| 8/10/2021 | HR Study Session |
| 8/24/2021 | HR Study Session |
| 9/14/2021 | HR Study Session |
| 9/16/2021 | Finance Study Session |

McBride, and Margie Alumbaugh, to provide public defender services in the Superior Court, from January 1, 2022, through December 31, 2022.

REQUEST TO APPROVE A RESOLUTION AUTHORIZING INTERNAL CONTRACTS FOR AWARDING OF LTAC FUNDING - ITEM REMOVED FROM THE AGENDA.

CHANGE ORDER

DLR GROUP

SOLID WASTE

Approve a Change Order with the DLR Group, for the Kittitas County Courthouse Community Engagement project, in the amount of \$325,000.00 for a new amount including the Amendment of \$452,750.00.

CALL FOR BIDS

PETROLEUM & LUBRICANT PRODUCTS

PUBLIC WORKS

Approve a Notice of Call for Bids to furnish Petroleum and Lubricant Products for the Calendar Year 2022, to be received and opened on December 23, 2021, at 2:00 p.m. in the Kittitas County Public Works Department, 411 North Ruby Street, Suite 1, Ellensburg, WA and to authorize the Clerk to publish said notice.

RESOLUTION 2021-187

DEPARTMENT OF COMMERCE - CDBG

AUDITOR

Approve Resolution No. 2021-187, Authorizing an Interagency Agreement with the Washington State Department of Commerce for the Community Development Block Grant (CDBG) Program - Public Services Grant #21-62210-008, for costs incurred through HopeSource to low-and moderate-income persons in Kittitas County from July 1, 2021, through June 30, 2022.

SET PUBLIC HEARING

AMEND 2021 BUDGET

AUDITOR

Approve Setting a Public Hearing to consider Amending the 2021 Budget, to be held on December 21, 2021, 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.

RESOLUTION 2021-188

LAW & JUSTICE COUNCIL

SHERIFF

Approve Resolution No. 2021-188, Awarding Funding for Grants Pursuant to Law & Justice Council Recommendations on Spending 1/10th of 1% Sales Tax Reserves, in the total amount of \$35,683.31.

RESOLUTION 2021-189

COMPREHENSIVE HEALTHCARE

SHERIFF

Approve Resolution No. 2021-190, Amending a Professional Services Agreement between Comprehensive Healthcare and Kittitas County, Washington, for an On-Site Mental Health Counselor at the Kittitas County Jail, in the amount of \$128,024.00.

AGREEMENT**SCHUKNECHTS POLYGRAPH SERVICE****SHERIFF**

Approve a Professional Services Agreement between Kittitas County and Schuknecht's Polygraph Service, for conducting polygraph examinations, conducting interviews and polygraph examinations of applicants, and preparing and conveying reports to the Kittitas County Sheriff's Office, at a rate of \$200.00 per applicant evaluation from January 1, 2022, and December 31, 2022.

RESOLUTION 2021-190**STATE PARKS & RECREATION****SHERIFF**

Approve Resolution No. 2021-190, Authorizing Intergovernmental Agreement #MLE1219, between Washington State Parks and Recreation Commission and Kittitas County, for Boating Safety and Education Services, in the amount of \$9,981.99, through September 30, 2022.

AGREEMENT**ELLENSBURG FAMILY MEDICINE****SHERIFF**

Approve a Professional Services Agreement between Kittitas County and Ellensburg Family Medicine, to provide on-site medical care to the inmate population within the Kittitas County Jail, in an amount not to exceed \$100,000.00 annually.

AGREEMENT**ACCURATE ELECTRIC UNLIMITED, INC.****SHERIFF**

Approve a Professional Services Agreement between Kittitas County and Accurate Electric Unlimited, Inc., in the amount of \$75,000.00, to provide and install twenty-six new dome cameras at the Kittitas County Jail.

RESOLUTION 2021-191**WHATCOM COUNTY - HOUSING INMATES****SHERIFF**

Approve Resolution No. 2021-191, Authorizing an Interlocal Agreement between Whatcom County, Washington and Kittitas County, Washington, for the Housing of Inmates, from January 1, 2022, through December 31, 2022.

RESOLUTION 2021-192**OFFICE CLOSURE - DECEMBER 17, 2021****PUBLIC HEALTH**

Approve Resolution No. 2021-192, Authorizing the Closure of the Kittitas County Public Health Department on December 17, 2021.

CONTRACT**DEPARTMENT OF HEALTH****PUBLIC HEALTH**

Approve Amendment Number 23, to Contract Number CLH18249, between the Department of Health and the Kittitas County Public Health Department, increasing the amount by \$649,409.00 for a revised amount of \$4,434,100.00.

CONTRACT NATIONAL ASSOC. OF COUNTY-CITY HEALTH OFFICIAL PUBLIC HEALTH

Approve a Modification to Contract #2021-012106, between the National Association of County and City Health Officials and the Kittitas County, to perform emergency preparedness planning activities for individuals with disabilities, from November 5, 2020, through June 30, 2022.

SET PUBLIC HEARING AERONAUTICAL LEASES AIRPORT

Approve Setting a Public Hearing to consider new Aeronautical Leases at Bowers Field Airport, to be held on Tuesday December 21, 2021, 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.

SET PUBLIC HEARING AERONAUTICAL LEASE - TARP IT AIRPORT

Approve Setting a Public Hearing to consider a new Aeronautical Lease at Bowers Field Airport, with Tarp-It, to be held on Tuesday December 21, 2021, 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.

SET PUBLIC HEARING MINIMUM STANDARDS, RULES, REGULATIONS AIRPORT

Approve Setting a Public Hearing to consider a new Minimum Standards, Rules and Regulations Document, to be held on Tuesday December 21, 2021 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.

SET PUBLIC HEARING NEW T-HANGARS BOWERS FIELD AIRPORT AIRPORT

Approve Setting a Public Hearing to consider new Aeronautical Leases for County owned T-Hangars at Bowers Field Airport, to be held on Tuesday December 21, 2021 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.

SET PUBLIC HEARING 2022 CDS & BUILDING FEE SCHEDULE CDS

Approve Setting a Public Hearing to consider the 2022 Community Development Services Building Permit and Planning Fee Schedule, to be held on Tuesday January 4, 2022, 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.

REQUEST TO APPROVE MYLARS FOR THE FINAL PLAT FOR PHASE 1 OF BLACK HORSE PLAT (LPF-21-00011) - ITEM MOVED TO BOARD DISCUSSION & DECISION

Approve the Final Mylars Granting the Palomino Fields, Division 8 Plat (LPF-21-00012 & LP-07-00031), a proposal for six lots on parcel #961599, currently zoned Agriculture 5, located northwest of the City of Ellensburg outside of the UGA in Section 27, Township 18, Range 18, in Kittitas County (Assessor's Map Number 18-18-27077-0100).

ORDINANCE 2021-014

CAPITAL IMPROVEMENT PROGRAM

CDS

Approve Ordinance No. 2021-014, Adopting the Kittitas County Capital Improvement Program for the Planning Period 2022-2027.

ORDINANCE 2021-015

ANNUAL COMPREHENSIVE PLAN AMENDMENT

CDS

Approve Ordinance No. 2021-015, Revisions of the Kittitas County Code and Comprehensive Plan, as Part of the 2021 Annual Comprehensive Plan Amendment Cycle.

ORDINANCE 2021-016

CRITICAL AREAS UPDATE

CDS

Approve Ordinance No. 2021-016, Concerning the Update to the Kittitas County Code Title 17A, Critical Areas Ordinance of Kittitas County.

CORRESPONDENCE - NONE

ADMINISTRATIVE MATTERS - NONE

CITIZEN COMMENTS ON NON-AGENDA ITEMS - NONE

BOARD DISCUSSION/DECISION ITEMS

RESOLUTION CHECK ISSUANCE - SHADY ACRES MOBILE HOME PARK PROSECUTOR

Deputy Prosecutor Caulkins requested that this issue be removed from the Agenda. There was no action taken.

MYLARS

BLACKHORSE

COMMISSIONERS

Commissioner Wright announced he would be recusing himself from this item, due to appearance of fairness, and left the meeting.

Chairman Wachsmith announced the Board had received a letter from Attorney James C. Carmody. He said he would like additional time to review the information before voting on the matter.

Chairman Wachsmith moved to continue the Final Mylars to the December 21, 2021, Agenda. Vice-Chairman Osiadacz seconded. Motion carried 2-0.

MISCELLANEOUS - NONE

Commissioner Wright returned to the Agenda Session.

EXECUTIVE SESSION

At 10:29 a.m. Chairman Wachsmith announced the Board would recess into Executive Session for 15 minutes with Carly Brettmann, Communications Director; Patti Johnson, Solid Waste Director/Interim Maintenance Director/Project Manager; Neil Caulkins, Deputy Prosecutor, 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 10:44 a.m. the Board reconvened out of Executive Session. No action was taken.

At 10:45 a.m. Chairman Wachsmith announced the Board would recess back into Executive Session for 2 minutes with Patti Johnson, Solid Waste Director/Interim Maintenance Director/Project Manager and Neil Caulkins, Deputy Prosecutor, to consider the selection of a site or the acquisition of real estate by lease or purchase when public knowledge regarding such consideration would cause a likelihood of increased price. Action was anticipated.

At 10:47 a.m. the Board reconvened out of Executive Session. The Board authorized purchase of Unit #27 at the Shady Acres mobile home park and instructed Staff to prepare documents.


ADJOURNMENT

The meeting was adjourned at 10:48 a.m.

CLERK OF THE BOARD


Julie Kjorsvik

**KITTITAS COUNTY COMMISSIONERS
KITTITAS COUNTY, WASHINGTON**


Brett Wachsmith, Chairman