

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

**TUESDAY**

**10:00 A.M.**

**DECEMBER 21, 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; Mandy Buchholz, Administrative Supervisor; Taylor Crouch, Administrative Assistant; Mark Cook, Public Works Director; Angela Bugni, Rule 9 Intern; Ben Kokjer, Chief Deputy; Cheryl Burrows, EMS Coordinator; Patti Stacey, Solid Waste Director/Interim Maintenance Director/Project Manager; Ken Grannan, Airport Director; Edna Allphin, Personal Property - Levy Specialist; Jeremy Johnston, Planning Official; Dan Carlson, CDS Director; Kady Porterfield, Event Center Director; Lisa Murray, Administrative Supervisor; Sue Higginbotham, Chief Administrator; Jerry Pettit, Auditor; Judy Pless, Budget & Finance Manager; Neil Caulkins, Deputy Prosecutor; Sue Patterson, Fiscal Tech. 1; Liz Remeto, Finance Manager; Carly Brettmann, Communications Director; David Welz, Administrative Assistant; Kay Kresge, Fiscal Analyst; Clay Myers, Sheriff; Jeremiah Cromie, Planner I; Jen Gaytan, Certified Deputy Auditor I; Monica Hunt, Certified Deputy Auditor I; Chelsea Peebles, Fiscal Analyst; Manda Perrine, Certified Deputy Auditor 1; and Ronda Fahrenkopf, Certified Deputy Auditor I.

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**

**CERTIFICATE OF APPRECIATION**

**KAY KRESGE RETIREMENT**

**COMMISSIONERS**

**APPROVED**

114122

Vice-Chairman Osiadacz moved to approve a Certificate of Appreciation to Kay Kresge, for her dedicated service to Kittitas County from July 15, 2008, to December 31, 2021. Commissioner Wright seconded. Motion carried 3-0.

**RECOGNITION**

**JUDY PLESS RETIREMENT**

**COMMISSIONERS**

The Board of County Commissioners presented Judy Pless, Budget & Finance Manager with a token of appreciation on behalf of Kittitas County for her hard work and dedicated service from November 1976 through December 31, 2021.

**APPROVAL OF AGENDA**

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

**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 presented. Commissioner Wright seconded. Motion carried 3-0.

**MINUTES**

<b>DATE</b>	<b>MINUTES</b>
11/7/2019	2020 Prelim Budget
11/8/2019	2020 Prelim Budget
11/14/2019	2020 Prelim Budget
11/15/2019	2020 Prelim Budget
11/18/2019	2020 Prelim Budget
11/22/2019	2020 Prelim Budget
11/27/2019	2020 Prelim Budget
10/29/2020	2021 Prelim Budget
10/30/2020	2021 Prelim Budget
11/02/2020	2021 Prelim Budget
11/04/2020	2021 Prelim Budget
11/17/2020	2021 Prelim Budget
11/24/2020	2021 Prelim Budget
12/02/2020	2021 Prelim Budget
12/04/2020	2021 Prelim Budget
06/17/2021	Finance Study Session
10/06/2021	2022 Prelim Budget
10/07/2021	2022 Prelim Budget
10/08/2021	2022 Prelim Budget
10/14/2021	2022 Prelim Budget

10/21/2021	2022 Prelim Budget
10/22/2021	2022 Prelim Budget
10/28/2021	2022 Prelim Budget
10/29/2021	2022 Prelim Budget
11/04/2021	2022 Prelim Budget
11/10/2021	2022 Prelim Budget
11/29/2021	Office Admin
11/29/2021	Planning Update
11/30/2021	BoCC & County Clerk
12/01/2021	Sheriff Study Session
12/03/2021	2022 Prelim Budget
12/06/2021	2022 Budget Adoption
12/06/2021	Office Admin
12/06/2021	Planning Update
12/07/2021	Agenda Session
12/07/2021	Mental Health Tax
12/13/2021	Office Admin
12/13/2021	CDS Study Session
12/13/2021	PW Study Session
12/16/2021	Finance Study Session

**AGREEMENT**

**APPENDIX A**

**EXTENSION**

Approve a Memorandum of Agreement between Washington State University Extension and Kittitas County, Appendix A, in the amount of \$23,332.00, to provide an extension program from January 1, 2022, through December 31, 2022.

**RESOLUTION 2021-196**

**LAW & JUSTICE COUNCIL BYLAWS**

**PROSECUTOR**

Approve Resolution No. 2021-196, To Ratify Amendments to the Kittitas County Law and Justice Council's Mission Statement and By-Laws.

**AGREEMENT**

**DEPARTMENT OF AGRICULTURE**

**EVENT CENTER**

Approve Agreement Number K3683 between the Washington State Department of Agriculture Fairs Program and the Kittitas County Fair for Capital Project Grants, in the amount of \$250,000.00, to pave the Armory Office Parking Lot, to be completed by May 31, 2023.

**RESOLUTION 2021-197**

**SOLID WASTE MANAGEMENT PLAN UPDATE**

**SOLID WASTE**

Approve Resolution No. 2021-197, for the 2020 Kittitas County Solid Waste Management Plan Update.

**RESOLUTION 2021-198**

**EMS & TRAUMA CARE COUNCIL**

**EMS**

Approve Resolution No. 2021-198, Authorizing an Interlocal Agreement

with Kittitas County Emergency Medical Service and Trauma Care Council for the Coordination of Emergency Medical Services, in the amount of \$90,831.00, beginning January 1, 2022, through December 31, 2022.

**RESOLUTION 2021-199**

**PUD PRIVILEGE FUNDS**

**TREASURER**

Approve Resolution no. 2021-199, Directing the Kittitas County Treasurer's Office on Distribution of PUD Privilege Funds.

**AGREEMENT**

**ELLENSBURG FAMILY MEDICINE**

**SHERIFF**

Approve a Professional Services Agreement between Kittitas County and Ellensburg Family Medicine, DBA CompassDirect Healthcare, to conduct pre-employment medical screening for employment with the Kittitas County Sheriff's Office beginning January 1, 2022.

**AGREEMENT**

**CLANCY SYSTEMS INTERNATIONAL, INC.**

**SHERIFF**

Acknowledge and Agreement between Clancy Systems International, Inc. and the Kittitas County Sheriff's Office, in the amount of approximately \$1,200.00, to provide cellular data entry terminals and printers for the use of issuing citations from January 1, 2022, through November 30, 2022.

**RESOLUTION 2021-200**

**TAXES LEVIED FOR TAXING DISTRICTS**

**COMMISSIONERS**

Approve Resolution No. 2021-200, Certifying to the County Assessor the Respective Amounts of Taxes Levied for Each Taxing District.

**RESOLUTION 2021-201**

**LTAC INTERNAL FUNDING**

**COMMISSIONERS**

Approve Resolution No. 2021-201, Authorizing Internal Contract for Awarding of Lodging Tax Advisory Committee Funding, with the Kittitas County Auditor's Office and the Kittitas County Event Center for projects in 2022.

**AGREEMENT**

**CITY OF ELLENSBURG - LIBRARY SERVICES**

**COMMISSIONERS**

Approve an Agreement between Kittitas County and the City of Ellensburg, in the amount of \$111,000.00, to provide Library Services to County Residents from January 1, 2022, through December 31, 2022.

**AGREEMENT**

**CITY OF CLE ELUM - LIBRARY SERVICES**

**COMMISSIONERS**

Approve an Agreement between Kittitas County and the City of Cle Elum, in the amount of \$25,000.00, to provide Library Services to County Residents from January 1, 2022, through December 31, 2022.

**AGREEMENT CITY OF KITTITAS - LIBRARY SERVICES COMMISSIONERS**

Approve an Agreement between Kittitas County and the City of Kittitas, in the amount of \$8,500.00, to provide Library Services to County Residents from January 1, 2022, through December 31, 2022.

**AGREEMENT CITY OF ROSLYN - LIBRARY SERVICES COMMISSIONERS**

Approve an Agreement between Kittitas County and the City of Roslyn, in the amount of \$20,000.00, to provide Library Services to County Residents from January 1, 2022, through December 31, 2022.

**AGREEMENT PUTNAM CENTENNIAL CENTER COMMISSIONERS**

Approve an Agreement between Kittitas County and the Upper Kittitas County Senior Center (Putnam Centennial Center), in the amount of \$19,900.00, to provide public services benefiting senior citizens and others in the communities of Upper Kittitas County, from January 1, 2022, through December 31, 2022.

**AGREEMENT HOPESOURCE - TRANSPORTATION COMMISSIONERS**

Approve an Agreement between Kittitas County and HopeSource to provide Upper Kittitas County Transportation Services, in the amount of \$24,000.00, from January 1, 2022, through December 31, 2022.

**RESOLUTION 2021-202 VANTAGE HWY BRIDGE REPLACEMENT PUBLIC WORKS**

Approve Resolution No. 2021-202, In the Matter of Initiating a County Road Project Designated as CRP No: 310-21, for the Vantage Highway Over the Cascade Canal (89342) Bridge Replacement project.

**RESOLUTION 2021-204 SURFACE TRANSPORTATION BLOCK FUNDS PUBLIC WORKS**

Approve Resolution No. 2021-204, Awarding Surface Transportation Block Funds to Kittitas County, the City of Ellensburg, and the City of Cle Elum.

**RESOLUTION 2021-203 MONTHLY EQUIPMENT RENTAL RATES PUBLIC WORKS**

Approve Resolution No. 2021-203, Adopting Kittitas County Public Works Monthly Equipment Rental Rates Pursuant to Revised Code of Washington 36.33A.040 for 2022.

**REQUEST FOR QUALIFICATIONS DESIGN & ENVIRONMENTAL SERVICES PUBLIC WORKS**

Approve a Request for Qualifications supporting design and environmental services for the replacement of Bridge #89342, Vantage Highway over Cascade Canal, Kittitas County, to be received until January 13, 2022 at

5:00 p.m. at the Kittitas County Public Works Department, 411 N. Ruby, Suite 1, Ellensburg, WA and to authorize the Clerk to publish said notice.

**RESOLUTION 2021-207                      INTERNAL RATE UNEMPLOYMENT COMPENSATION                      AUDITOR**

Approve Resolution No. 2021-207, to Adopt the 2022 Internal Rate for Unemployment Compensation, effective January 1, 2022.

**AGREEMENT                                      HOPESOURCE - SHELTER IN PLACE PROGRAM                                      AUDITOR**

Approve a Subrecipient Agreement Amendment A between Kittitas County and HopeSource for the Shelter in Place Program, from December 15, 2021 through June 30, 2023.

**RESOLUTION 2021-205                                      CLOSING ACCOUNTS                                      AUDITOR**

Approve Resolution No. 2021-205, Authorizing the Closing of Accounts in Fund 110 EIS Trust and Transfer to Fund 402 Community Development Services - Planning Division.

**AGREEMENT                                      CLE ELUM POLICE DEPARTMENT                                      AUDITOR**

Approve a Law & Justice Grant Agreement for 2021 Grant Funds between Kittitas County and the Cle Elum Police Department, Amendment Grant #21-07-A, changing the effective date to January 1, 2021.

**AGREEMENT                                      HOPESOURCE                                      AUDITOR**

Approve a Subrecipient Agreement between Kittitas County and HopeSource in the amount of \$81,570.00, to provide Public Services to low-and moderate-income persons in Kittitas County from July 1, 2021, through June 30, 2022.

**RESOLUTION 2021-206                                      WA STATE DEPT OF COMMERCE                                      AUDITOR**

Approve Resolution No. 2021-206, Authorizing an Amendment to an Interagency Agreement with the Washington State Department of Commerce for Community Services & Housing Division, Housing Assistance Unit Shelter Program, relating to Contract #21-4610C-109, from August 1, 2020, through June 30, 2023.

**MYLARS                                      AKEHURST PLAT                                      CDS**

Approve the Mylars Granting Final Approval of the Akehurst Plat (LPF-21-00009 & LP-08-00033), for property located east of Wilson Creek Road, west of Naneum Road, south of Willow Lane, off of the north side of Brick Mill Road, in a portion of Section 20, T18N, R10E, WM in Kittitas County.

**CORRESPONDENCE - NONE**

**ADMINISTRATIVE MATTERS - NONE**

**CITIZEN COMMENTS ON NON-AGENDA ITEMS - NONE**

**BOARD DISCUSSION/DECISION ITEMS**

**MYLARS**

**BLACK HORSE AT WHISKEY PH 1**

**CDS**

Commissioner Wright announced he would be recusing himself due to family relationship and the Appearance of Fairness and left the Agenda Session.

Vice-Chairman Osiadacz questioned a letter from an attorney that had been previously submitted to the Board of Commissioners and how it was her understanding the record was closed and could not be considered. Neil Caulkins, Deputy Prosecutor said it was a closed record and therefore the comments submitted prior to the last Agenda Session could not be considered.

Vice-Chairman Osiadacz moved to approve and authorize the Chair to sign the Mylars Granting Final Approval for the Black Horse at Whiskey Ph. 1 Final Plat (LPF-21-00011 & LP-06-00022), for eighty (80) lots on one parcel #431033, located east of Reecer Creek Road between Bowers Road and Bender Road within the City of Ellensburg's Urban Growth Area, in a portion of Section 27, T18 R18, WM in Kittitas County, Assessor's Map 18-18-27010-0002. Chairman Wachsmith seconded. Motion carried 2-0.

**ORDINANCE 2021-017**

**MENTAL HEALTH TAX**

**COMMISSIONERS**

Commissioner Wright returned to the Agenda Session.

Commissioner Wright moved to approve Ordinance No. 2021-107, Relating to the Imposition of a Mental Health Tax Pursuant to RCW 82.14.460. Vice-Chairman Osiadacz seconded.

Vice-Chairman Osiadacz explained how she would be voting in favor of the Ordinance, even though she did not support the at the Public Hearing, as it supports the other Board members decision to pass it and it is how the process works.

Motion carried 3-0.


**MISCELLANEOUS - NONE**

**EXECUTIVE SESSION - NONE**


**ADJOURNMENT**

The meeting was adjourned at 10:15 a.m.

**CLERK OF THE BOARD**

  
\_\_\_\_\_  
Julie Kjosrvik

**KITTITAS COUNTY COMMISSIONERS  
KITTITAS COUNTY, WASHINGTON**

  
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Brett Wachsmith, Chairman