

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

TUESDAY

3:00 P.M.

DECEMBER 2, 2003

CALL TO ORDER

Chairman Golladay called the meeting to order.

Board members present: Chairman Max Golladay, Vice-Chairman Perry D. Huston, & Commissioner Bruce Coe.

Others: Julie Kjorsvik, Clerk of the Board; David Taylor, Community Development Services Director; David Bowen, Auditor; Allison Kimball, Community Development Services Supervisor; Judy Pless, Budget & Finance Manager; Matt Anderson, Human Resources Representative; Iris Rominger, Assessor; Paul Bennett, Public Works Director; James Hurson, Deputy Prosecutor; Greg Zempel, Prosecutor; Joy Potter, Public Works Department; Warren Beed, Building Facilities Director; Lana Thomas-Cruse, Cooperative Extension Agent; Gene Dana, Sheriff; Nancy Goodloe, Public Health Administrator; Joyce Julsrud, Clerk; Todd Davis, Noxious Weed Coordinator; William Holmes, Probation Services Director; Patti Johnson, Solid Waste Director; Duke Senter, Computer Services Director; Sande De Salles, Fair Director, and approximately 15 members of the public.

INTRODUCTION OF NEW COUNTY EMPLOYEES

Allison Kimball, Community Development Services Supervisor, introduced Leah Simpson and Jill as Clerical Interns for their department.

Nancy Goodloe, Public Health Administrator, introduced Nora Ludlow, as the new Administrative Assistant in her department.

AWARDS & RECOGNITIONS

✓ **RESOLUTION 2003-141**

ELLENSBURG DANCE/DRILL TEAM

COMMISSIONERS

Commissioner Huston moved to approve Resolution No. 2003-141, congratulating the Ellensburg High School Dance/Drill Team for their successful visit to Kittitas County's Sister City, Sanda City, Japan, and to issue Certificate of Appreciation in recognition of their service and dedication to their community. Commissioner Coe seconded. Motion carried 3-0.

APPROVAL OF AGENDA

Commissioner Huston requested to add to the agenda, under Administrative Matters, a letter from Carl Brown, and to hold an Executive Session immediately following the agenda, for approximately 10 minutes, to discuss issues relating to personnel matters, and noted there would be no action taken by the Board.

Commissioner Huston moved to approve the agenda, as amended. Commissioner Coe seconded. Motion carried 3-0.

CONSENT AGENDA

Items listed under the Consent Agenda were distributed to the Board of County Commissioners in advance for study and were enacted by one motion with separate discussion to the extent any items were removed from the Consent Agenda at the request of a Board member.

Commissioner Huston moved to approve the Consent Agenda as presented. Commissioner Coe seconded. Motion carried 3-0.

MINUTES

10-27-03	Study Session	BOCC/CTED
11-17-03	Study Session	BOCC/Dept. Heads
11-18-03	Appeal Hearing	Larry Putnam
11-24-03	Study Session	BOCC/Dept. Heads

✓ RESOLUTION 2003-146 CANCEL & REISSUE WARRANT #137676 AUDITOR

Approve Resolution No. 2003-146, Canceling Claims Fund Warrant #137676, issued on November 11, 2003, to Jennifer Fagerlie, in the amount of \$68.00, and authorize the Warrant to be reissued.

✓ AGREEMENT DEPT. OF LABOR & INDUSTRIES AUDITOR

Approve and authorize the Chair to sign an Individual Retrospective Rating Plan Agreement, with the Washington State Department of Labor & Industries, for the calendar year 2004.

✓ SET A PUBLIC HEARING AMEND 2003 BUDGET AUDITOR

Approve setting a public hearing to consider amending the 2003 budgets, in the total amount of \$4,305,223.00, to be held on Tuesday December 16, 2003, at 4:00 p.m. in the Commissioner's Auditorium, Room 109, County Courthouse, and to authorize the Clerk to publish said notice.

✓ RESOLUTION 2003-147

CANCEL & REISSUE WARRANT #122033

AUDITOR

Approve Resolution No. 2003-147, to Cancel and Reissue Claims Fund Warrant #122033, issued to Jim Edscord, DBA Rodeo America/Wildfire, in the amount of \$100.00.

✓ AGREEMENT

DAILY RECORD/ADVERTISING

AUDITOR

Acknowledge an Advertising Agreement between the Daily Record and Kittitas County Departments, commencing August 1, 2003 through July 31, 2004.

✓ SET PUBLIC HEARING

AMEND COUNTY CODE/ROAD STANDARDS

PUBLIC WORKS

Approve setting a public hearing to consider Amending Kittitas County Code Title, 12, Road Standards, to be held on Tuesday January 13, 2004, at 4:00 p.m. in the Commissioner's Auditorium, Room 109, County Courthouse, and to authorize the Clerk to publish said notice.

✓ INTERLOCAL AGREEMENT

KITTCOM

COMMISSIONERS

Approve an Interlocal Agreement between Kittitas County, the participating incorporated municipalities of Kittitas County, the participating Kittitas County Fire Protection Districts and Kittitas County Hospital District Number 2, effective January 1, 2004.

✓ SET PUBLIC HEARING

ASSESSOR'S OFFICE HOURS

ASSESSOR

Approve setting a public hearing to consider office hours in the Kittitas County Assessor's Office, to be held on Tuesday December 16, 2003, at 4:00 p.m. in the Commissioners Auditorium, Room 109, County Courthouse, and to authorize the Clerk to publish said notice.

ADMINISTRATIVE MATTERS

✓ LETTER

CARL BROWN-DONATION OF LAND

COMMISSIONERS

The Board acknowledged receipt of a letter from Carl Brown, petitioning a donation of land (Parcel #19-16-10010-0005), to Kittitas County in exchange for back taxes.

Commissioner Coe moved to direct staff to defer the letter from Mr. Carl Brown, to the County Assessor and Treasurer's office for information relating to the property valuation and back taxes, and to consider setting a public hearing during the December 16, 2003 Commissioner Agenda. Commissioner Huston seconded. Motion carried 3-0.

LETTER HIPAA & SUBSTANCE ABUSE PREVENTION PROGRAM COMMISSIONERS

Commissioner Huston moved to postpone consideration of a Letter to the State of Washington, Department of Social & Health Services - HIPAA Amendments and a Resolution Relating to Substance Abuse Prevention Program, until Tuesday December 16, 2003 at 3:00 p.m. Commissioner Coe seconded. Motion carried 3-0.

AGREEMENT DIVISION OF DEVELOPMENTAL DISABILITIES DEV. DISABILITIES

Commissioner Huston moved to approve a Program Agreement between the Department of Social & Health Services/Division of Developmental Disabilities, and Kittitas County, for the period July 1, 2003 through June 30, 2005, in the amount of \$817,422.00; the Kittitas County Developmental Disabilities 2003-2005 Biennial Plan; and Contract Statement between Kittitas County and Elmview, for Developmental Disabilities Services, beginning July 1, 2003 through June 30, 2005. Commissioner Coe seconded. Motion carried 3-0.

FINDINGS OF FACT CHEPODA APPEAL COMMISSIONERS

Commissioner Huston moved to approve and authorize the Chair to sign the Findings of Fact, Conclusions of Law, and Decision in the Matter of Georgia Chepoda Johnson and Darryl S. Chepoda Appeal of Administrative Land Use Decision. Commissioner Coe seconded. Motion carried 3-0.

SET PUBLIC HEARING KACHESS RIVER RD.-SNOWMOBILES PUBLIC WORKS

Commissioner Huston moved to set a public hearing to consider opening Kachess River Road from MP 0.00 to MP 0.48, and Evergreen Way from MP 0.00 to MP 0.20 to Snowmobile Traffic, to be held on Tuesday January 20, 2004 at 4:00 p.m. in the Commissioner's Auditorium, Room 109, County Courthouse, and to authorize the Clerk to publish said notice. Commissioner Coe seconded. Motion carried 3-0.

AGREEMENT KCAC - UPPER COUNTY SENIOR SERVICES COMMISSIONERS

Commissioner Huston moved to approve an Agreement between Kittitas County and the Kittitas County Action Council, in the amount of \$7,875.00, for 2003, to provide services in the form of referral and transportation, which needs are not currently being fully met to senior citizens in the Upper Kittitas County. Commissioner Coe seconded. Motion carried 3-0.

✓ AGREEMENT**UPPER COUNTY SENIOR CENTER****COMMISSIONERS**

Commissioner Huston moved to approve an Agreement between Kittitas County and the Upper Kittitas County Senior Center, in the amount of \$19,900.00, for services that will benefit senior citizens and others in the Upper Kittitas County for the calendar year, consistent with the bylaws of the Center. Commissioner Coe seconded. Motion carried 3-0.

✓ LETTER**PUBLIC TRANSIT BENEFIT AREA BOARD****COMMISSIONERS**

Commissioner Huston moved to ratify a letter signed by Chairman Huston, notifying the municipalities of the request to reactivate the Public Transit Benefit Area Board for Kittitas County, and to place a notice of public meeting on the December 16, 2003 Commissioner Agenda. Commissioner Coe seconded. Motion carried 3-0.

✓ AGREEMENT**EXTEND CLOSING DATE-HAROLD'S & WAITS MOTELS COMMISSIONERS**

Commissioner Huston moved to approve a request to extend the closing date, for the sale and purchase of Waits Motel and Harold's Motel, until December 31, 2003, or receiving confirmation that the occupancy by tenants have been fully terminated (whichever is first), and to direct staff to prepare a letter for the Chair's signature that if the closing has not taken place, the Board would look at re-negotiating the offer. Commissioner Coe seconded. Motion carried 3-0.

RESOLUTIONS**2004 TAX LEVY RATE****AUDITOR**

Commissioner Huston announced he would like to see the citizens who testified in favor of a tax increase, gather the information necessary for placement on a future ballot. The Sheriff explained he had prepared figures relating to the Road Diversion account, and with the CPI/inflation, there was possibly \$85,000.00 available to the Sheriff's department.

Commissioner Huston moved hold a special meeting to be held on Wednesday December 3, 2003 at 11:00 a.m., to consider approving the 2004 Tax Levy Rate, to direct staff to prepare enabling documents for a zero percent tax increase, taking the new construction. Commissioner Coe seconded.

According to the Public Works Director, using the last CPI, he calculated an amount of \$81,612.00, which available in the Road Diversion funds. He also suggested that the Board approve a certain amount with the appropriate increase each year, so the Public Works Department and the Sheriff's Department, know what to expect each year. Sheriff Gene Dana, said he had surveyed other counties and found some Deputies are funded directly by the diversion fund.

Chairman Golladay moved to amend the motion, increase the amount of road diversion funds from \$60,000.00 to \$85,000.00, for the Sheriff's department. Commissioner Huston seconded. Motion carried 2-1. Commissioner Coe voted against the motion. Chairman Golladay called for discussion to the amended motion. Motion passed 3-0 to direct staff to prepare enabling documents for Wednesday December 3, 2003 at 11:00 a.m., reflecting a zero percent tax increase, taking new construction, and increasing the road diversion from \$60,000 to \$85,000.00.

RESOLUTION

2004 BUDGET

COMMISSIONERS

Commissioner Huston announced he was not in favor of reducing the library budgets and Cooperative Extension's office. The Board explained how the operating budget is getting extremely tight.

Commissioner Huston moved to direct staff to prepare the Resolution adopting 2004 budget for consideration at 11:00 a.m. December 3, 2003 in the Commissioner's Auditorium, Room 109, County Courthouse, instructions to include increasing the revenue projections and commensurate spending authority for the Sheriff's budget in the following amounts: Drug Fund to be determined based on balance after the previously dedicated funds; fee increased projections of \$50,000; recreational fund transfer of \$9,000; diversion shift to \$85,000; and \$30,000 transfer from the 1/10th of 1% criminal justice line, previously authorized for Corrections Center staff; \$35,000 increase in revenue projections for the Prosecuting Attorney's budget from the Drug Fund; \$35,000 from the wind project with commensurate increase in spending authority; \$485.00 per employee for benefits; and to incorporate the improved numbers from the Community Development Services department fee increases. Commissioner Coe seconded. Motion carried 3-0.

VOUCHERS:

<u>WARRANT NUMBER</u>	<u>AMOUNT</u>	<u>DATE APPROVED</u>
#138144 - #138146	\$ 315.00	11-20-03
#49560 - #49683	\$ 52,383.00	11-20-03
#138148 - #138149	\$ 510.85	11-21-03
#138147 - #138147	\$ 680.54	11-21-03
#136674, #136579, #136615	\$ 1,032.02	11-21-03
#138150 - #138393	\$482,758.41	11-24-03
#138776 - #138776	\$ 196.28 (voided)	12-02-03
#138790 - #138791	\$ 196.28 (reissued)	12-02-03
#138773 - #138789	\$155,547.68	12-02-03
#49684 - #49901	\$478,870.92	12-02-03

**BID OPENING
2004 MATERIALS**

WEDNESDAY

2:00 P.M.

NOVEMBER 19, 2003

On November 19, 2003, sealed bids were opened and read aloud at the Kittitas County Public Works Department, 411 North Ruby Street, Suite #1, Ellensburg. Those present were: Kelly Carlson, Public Works Department, Administrative Assistant; Shannon Carlson, Deputy Clerk of the Board; Jim Van de Venter, Road Crew Supervisor and five members of the public.

Bids were received for the following materials for the year 2004: Petroleum/Lubricants; Chemical Weed Spray; Maintenance Rock; Crack Sealant; Asphalt; Liquid Asphalt.

ADJOURN


Commissioner Huston moved to adjourn the meeting. Commissioner Coe seconded. Motion carried 3-0.

Adjourned at 4:35 p.m.

CLERK OF THE BOARD

**KITTITAS COUNTY COMMISSIONERS
KITTITAS COUNTY, WASHINGTON**


Julie A. Kjorsvik


Max A. Golladay, Chairman