

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

**TUESDAY**

**3:00 P.M.**

**JULY 20, 2004**

**CALL TO ORDER**

Board members present: Chairman Perry D. Huston and Vice-Chairman Bruce Coe.

Others: Julie Kjorsvik, Clerk of the Board; Catherine Dunn, CDS Administrative Supervisor; Warren Beed, Maintenance Facilities Director; Paul Bennett, Public Works Director; William Holmes, Probation Services Director, Clayton Myers, Undersheriff and approximately 8 members of the public.

**INTRODUCTION OF NEW COUNTY EMPLOYEES**

William Holmes, Probation Services Director, introduced Trish Dick, as the new Work Crew Supervisor.

Catherine Dunn, Administrative Supervisor for the Community Development Services Department, introduced Marco Rains as their new Planner 1.

Allison Kimball, Operations Supervisor for the Community Development Services Department, introduced Lori Nickolaus as their new Permit Tech.

Amy Mills, Treasurer, introduced Deanna Honeycutt as her new Administrative Assistant.

Clayton Myers, Undersheriff, introduced Zach Green as a new Patrol Deputy.

**AWARDS & RECOGNITIONS - NONE**

**APPROVAL OF AGENDA**

Chairman Huston acknowledged Items B, J, and L under Board Discussion & Decision had been pulled from the agenda. He also announced at the conclusion of the agenda, the Board would continue their agenda until Wednesday July 21, 2004 at 1:30 p.m. in the Commissioner's Auditorium, and recess into an Executive Session, regarding pending litigation, for approximately 15 minutes, with possible action following.

Commissioner Coe moved to approve the agenda as altered. Chairman Huston seconded. Motion carried 2-0.

**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 Coe moved to approve the Consent Agenda as presented. Chairman Huston seconded. Motion carried 2-0.

**MINUTES**

05-18-04	BOCC	Public Hearing-Saddle Mountain Pit, Vac. Bullfrog, Schnebly Road Right-of-Way
06-14-04	DPW	Bid Opening
07-06-04	BOCC	Special Meeting-Executive Session
07-06-04	BOCC	Dept. Head Study Session
07-12-04	BOCC	Dept. Head Study Session

**SET PUBLIC HEARING                      OFFICIAL MEETING TIME                      COMMISSIONERS**

Approve to set a public hearing to consider Amending Kittitas County Code Chapter 2.04.010 - Official Meeting Time, to be held Tuesday August 3, 2004 at 4:00 p.m. in the Commissioner's Auditorium, Room 109, County Courthouse, Ellensburg, and to authorize the Clerk to publish said notice.

**SET PUBLIC HEARING    BAKERS/EVERGREN VALLEY LOOP/PATRICKS                      PUBLIC WORKS**

Approve to set a public hearing to consider Adopting Bakers Road, Evergreen Valley Loop Road, Patrick's Park Road, White Pine Road and Red Cedar Drive on to the County Road System, located in T12N, R14E, Sec. 12, which are all part of the Evergreen Valley Plat, Division II and III., to be held on Tuesday August 17, 2004 at 4:00 p.m. in the Commissioner's Auditorium, Room 109, County Courthouse, Ellensburg, and to authorize the Clerk to publish said notice.

**RESOLUTION 2004-85                      VACATE PORTION CASCADE ROAD                      PUBLIC WORKS**

Approve Resolution No. 2004-85, to Declare the County's Intention to Vacate the Abandoned Portions of Cascade Road right-of-way located near Dollarway Road off Hibbs Road, in T18N, R18E, Sec. 33; to set a public hearing to be held on Tuesday August 17, 2004 at 4:00 p.m. in the Commissioners Auditorium, Room 109, County Courthouse, Ellensburg, and to authorize the Clerk to publish said notice.

**SET PUBLIC HEARING STOP & YIELD SIGNS-LOWER BADGER POCKET PUBLIC WORKS**

Approve to set a public hearing to consider revisions to Kittitas County Code Chapter 10.12.010 "Stop & Yield Signs" located in the Lower Badger Pocket Area, Kittitas County, to be held on Tuesday August 17, 2004 at 4:00 p.m. in the Commissioners Auditorium, Room 109, County Courthouse, and to authorize the Clerk to publish said notice.

**APPOINTMENT GARY RISTINE/PUBLIC SCHOOLS COMMISSIONERS**

Approve the appointment of Gary Ristine, as the K-12 Public Schools representative to the Kittitas County Law and Justice Council.

**CORRESPONDENCE**

**LETTER SPECIAL NEEDS PUBLIC TRANSP. AREA BOARD COMMISSIONERS**

Commissioner Coe moved to approve and ratify the Chair's signature on a letter to the members of the Special Needs Public Transportation Benefit Area Board, canceling the meeting scheduled for July 22, 2004, and rescheduling it for August 19, 2004 at 6:30 p.m. in the Commissioners Auditorium, and to request that each Board member seek guidance from their respective councils, in terms of whether the discussions of the SNPTBA Board should continue, at the same time giving additional direction to the proponents, or if they should adjourn until future call. Chairman Huston seconded. Motion carried 2-0.

**ADMINISTRATIVE MATTERS**

**AGREEMENT CLOSING NO. 4146 - DEPARTMENT OF REVENUE SOLID WASTE**

Commissioner Coe moved to approve and authorize the Chair to sign Closing Agreement No. 4146, between the State of Washington Department of Revenue and the Kittitas County Auditor, for a refund in the amount of \$6,502.00 for interest and penalty, from assessed B&O tax for tipping fees for solid waste disposal. Chairman Huston seconded. Motion carried 2-0.

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

**BOARD DISCUSSION & DECISION**

**RESOLUTION 2004-80 PERMIT FEE SCHEDULE CDS**

Commissioner Coe moved to approve Resolution No. 2004-80, adopting the permit fee schedule and valuation data sheet for the Community Development Services, effective immediately. Chairman Huston seconded. Motion carried 2-0.

**RESOLUTION IN THE MATTER OF UPDATING THE PERSONNEL POLICIES MANUAL -  
ITEM REMOVED FROM AGENDA AT THE REQUEST OF THE HUMAN RESOURCES DIRECTOR**

**AMENDMENT #2                    DSHS/DEVELOPMENTAL DISABILITIES/ELMVIEW                    DEV. DISAB.**

Commissioner Coe moved to approve and authorize the Chair to sign Department of Social & Health Services Program Agreement 0363-36448, Amendment No. 2, in the amount of \$11,920.00, for Transition Clients beginning July 1, 2004, the Program Agreement Budget and the 2003-2005 Spending Plan. Chairman Huston seconded. Motion carried 2-0.

**AGREEMENT                    FINANCIAL ADVISORY SERVICES/SUSAN MUSSELMAN                    TREASURER**

Commissioner Coe moved to approve an Agreement for Financial Advisory Services between Kittitas County and Susan D. Musselman, Inc. beginning July 1, 2004 through December 31, 2006. Chairman Huston seconded. Motion carried 2-0.

**BUDGET AMENDMENT                    JUVENILE COURT                    JUVENILE**

Chairman Huston moved to approve the request to fund the balance of \$13,788.71 Consolidated Juvenile Service costs for State FY 2004, from the unexpended Juvenile Department law and justice project line, and to fund the full salary of the two Juvenile Probation Counselor's from the general fund beginning July 1, 2004, and to authorize the Board to sign the appropriate Personnel Action Forms. Commissioner Coe seconded. Motion carried 2-0.

**AGREEMENT                    CENTRAL WASHINGTON UNIVERSITY                    COMMISSIONERS**

Commissioner Coe moved to approve a Standard Agreement between Kittitas County and Central Washington University, for materials and services beginning July 1, 2004 through June 30, 2005. Chairman Huston seconded. Motion carried 2-0.

**LETTER                    CITY OF ELLENSBURG/PROPOSED JAIL ZONING                    MAINTENANCE**

Chairman Huston moved to acknowledge receipt of a letter from Robert Witkoski, City of Ellensburg, Director of Community Development, relating to zoning issues for the proposed jail, and to authorize Warren Beed, Facilities Maintenance Director, to notify the City of Ellensburg the County's intent to retain in the Commercial Core zone. Commissioner Coe seconded. Motion carried 2-0.

**ORDINANCE 2004-21****GREGG REZONE (Z-04-07)****CDS**

Commissioner Coe moved to approve Ordinance No. 2004-21, Approving the Grigg Rezone (Z-04-07), request for approximately 8.77 acres from Commercial-Ag 20 to Ag-20, located off of Canyon View Lane, within Section 19, T17N, R19E, WM., Tax Parcel Number 17-19-19000-0010. Chairman Huston seconded. Motion carried 2-0.

**ORDINANCE 2004-22****RICHARD POTT REZONE (Z-03-13)****CDS**

Commissioner Coe moved to approve Ordinance No. 2004-22, Approving the Richard Pott Rezone (Z-04-07), request for approximately 767 acres from Agriculture 20 to Contracted General Commercial for six parcels lying southeast of the Railroad right-of-way within the Northwest Quarter of Section 34, in T18N, R18E, W.M. Chairman Huston seconded. Motion carried 2-0.

**AGREEMENT****POTT REZONE-DEVELOPMENT AGREEMENT****CDS**

Commissioner Coe moved to approve and authorize the Chair to sign a Development Agreement between Kittitas County and the Pott Family Limited Partnership, relating to the rezone of property from Agriculture 20 to General Commercial. Chairman Huston seconded. Motion carried 2-0.

**RESOLUTION TO CONSIDER ALTERNATIVE METHODS OF SECURING CONSTRUCTION AND COMPLETION OF INFRASTRUCTURE IMPROVEMENTS FOR MOUNTAINSTAR RESORT DEVELOPMENT, LLC (MRD) - ITEM REMOVED AT THE REQUEST OF THE PUBLIC WORKS DIRECTOR**

**EVENT****WHISKY DICK TRIATHLON****COMMISSIONERS**

Chairman Huston moved to approve a request to hold the annual Whisky Dick Triathlon, to be held Sunday July 25, 2004. Commissioner Coe seconded. Motion carried 2-0.

**RESOLUTION AWARDING A BID TO FURNISH ONE NEW FLUSHER/ANTI-ICER - ITEM REMOVED AT THE REQUEST OF THE PUBLIC WORKS DIRECTOR**

**RESOLUTION 2004-81****NEW WHEEL LOADER****PUBLIC WORKS**

Commissioner Coe moved to approve Resolution No. 2004-81, Awarding a Bid to NC Machinery, to Furnish One (1) New Wheel Loader and Dispose of E.R.R. #351-1979 Caterpillar 950 Wheel Loader, in the amount of \$104,910.00, including sales tax, and to authorize the Director of Public Works to sign the contract documents. Chairman Huston seconded. Motion carried 2-0.

**RESOLUTION 2004-82      DISTRESSED COUNTY SALES & USE TAX      PUBLIC WORKS**

Commissioner Coe moved to approve Resolution No. 2004-82, To Award the Distressed County Sales and Use Tax Funds as directed by the Conference of Governments, to be available on January 1, 2005. Chairman Huston seconded. Motion carried 2-0.

**RESOLUTION 2004-83      SURPLUS K-9 DOG - KODA      SHERIFF**

Commissioner Coe moved to approve Resolution No. 2004-83, to Surplus the Sheriff's K-9 dog, Koda, and to authorize and direct sale to his handler Rob Lipp for the sum of \$1.00 effective upon the end of the last working day with the Kittitas County Sheriff's Office. Chairman Huston seconded. Motion carried 2-0.

**MOTION      JUSTICE CENTER PROJECT-SCOPE OF PROJECT      SHERIFF**

Chairman Huston moved to approve a Notice of Change to the Project Scope, relating to Grant #CRFP 5655, which was awarded \$500,000.00 to assist in the construction of the new jail, as part of the Regional Justice Center. Commissioner Coe seconded. Motion carried 2-0.

**EXECUTIVE SESSION**

Chairman Huston moved to continue the agenda for an Executive Session to Wednesday July 21, 2004 at 1:30 p.m. in the Commissioner's Auditorium, Room 109, County Courthouse, to consider pending litigation, for approximately 15 minutes, with possible action following. Commissioner Coe seconded. Motion carried 2-0.

Meeting recessed at 3:43 p.m.

**CLERK OF THE BOARD**

**KITTITAS COUNTY COMMISSIONERS  
KITTITAS COUNTY, WASHINGTON**

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**Julie A. Kjorsvik**

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**Perry D. Huston, Chairman**