

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

TUESDAY

10:00 A.M.

MAY 7, 2024

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

Others: Julie Kjorsvik, Clerk of the Board; Mandy Buchholz, Office Administrator; Josh Frederickson, Public Works Director; Cameron Curtis, Engineer; Mark Cook, Public Works Director; Lisa Ferguson, Legal Process Assistant III; Diana MacKenzie, District Judicial Administrator; Lisa Soderstrom, Legal Process Coordinator; Chad Bala, CDS Director; Craig Juris, Upper District Court Judge; Kasey Knutson, Special Programs Coordinator; Patti Stacy, Facilities Director; Bryan Elliott, Auditor; Arden Thomas, Water Resource Program Manager; Devin Duncan, Law Enforcement Clerk; Sue Patterson, Accounting Assistant II; Lisa Bugni, Accountant I; Dora Van Epps, Accountant II; Sue Higgenbotham, Chief Administrator; Steve Panattoni, Jail Superintendent; Shelise Smithgall, Administrative Assistant; Casey McFarlane, Project Manager; Clay Myers, Sheriff; Nancy Shaff, Chief Administrative Deputy; and approximately 10 members of the public.

CALL TO ORDER

Vice-Chairman Osiadacz called the meeting to order.

PLEDGE OF ALLEGIENCE

Vice-Chairman Osiadacz led the Pledge of Allegiance.

INTRODUCTION OF NEW COUNTY EMPLOYEES

Clay Myers, Sheriff, introduced Nancy Shaff, as their new Chief Administrative Deputy.

Patti Stacey, Facilities Director, introduced Casey McFarlane, as their new Project Manager.

Julie Kjorsvik, Clerk of the Board, introduced Shelise Smithgall, as their new Administrative Assistant.

PROCLAMATIONS - NONE

AWARDS & RECOGNITIONS

CERTIFICATE OF APPRECIATION

LISA FERGUSON

COMMISSIONERS

The Board of County Commissioners presented Lisa Ferguson, Legal Process Assistant III, with a Certificate of Appreciation for dedicated service and commitment to the citizens of Kittitas County from December 1, 1993, to April 24, 2024.

CERTIFICATE OF APPRECIATION

LISA SODERSTROM

COMMISSIONERS

The Board of County Commissioners presented Lisa Soderstrom, Legal Process Coordinator, with a Certificate of Appreciation for dedicated service and commitment to the citizens of Kittitas County from August 17, 1983, through June 30, 2024.

CERTIFICATE OF APPRECIATION

DIANA MACKENZIE

COMMISSIONERS

The Board of County Commissioners presented Diana MacKenzie, District Judicial Administrator, with a Certificate of Appreciation for dedicated service and commitment to the citizens of Kittitas County from December 3, 1984, through June 30, 2024.

APPROVAL OF AGENDA

Commissioner Wright moved to approve the Agenda, as presented. Vice-Chairman Osiadacz seconded. Motion carried 2-0.

CONSENT AGENDA

At the conclusion of reviewing each item Commissioner Wright moved to approve the Consent Agenda, as presented. Vice-Chairman Osiadacz seconded. Motion carried 2-0.

MINUTES

| DATE | MINUTES |
|-------------|---------------------------------------|
| 1-30-2024 | PH Study Session Minutes - Cancelled |
| 3-21-2024 | Finance Study Session- Cancelled |
| 3-28-2024 | Finance Study Session |
| 4-09-2024 | Solid Waste/Maintenance Study Session |
| 4-11-2024 | Executive Session |
| 4-16-2024 | BoCC Agenda Session |
| 4-16-2024 | BoCC Public Hearing - 5 |
| 4-16-2024 | BoCC Office Admin Meeting |

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|-----------|------------------------------|
| 4-18-2024 | Finance Study Session |
| 4-22-2024 | DPW Study Session |
| 4-22-2024 | BoCC Office Admin Meeting |
| 4-22-2024 | CDS Study Session |
| 4-23-2024 | HR Study Session |
| 4-25-2024 | Elected Officials Resolution |
| 4-25-2024 | Central Services Update |
| 4-29-2024 | BoCC Office Admin Meeting |

SPECIAL EVENT

EASTON MEMORIAL DAY CELEBRATION

COMMISSIONERS

Approve the Special Event Application for the 2024 Easton Memorial Day Celebration on May 25, 2024, conditioned upon the recommendations from various County departments.

SET PUBLIC HEARING

COUNTY CODE SECTION 1.04

PROSECUTOR

Approve Setting a Public Hearing to consider Amending Kittitas County Code Section 1.04, to be held on May 21, 2024, in Room 109, Kittitas County Courthouse 205 West 5th Avenue, Ellensburg, WA and to authorize the Clerk to publish said notice.

CALL FOR BIDS

CORRECTIONS FACILITY PARKING LOT

MAINTENANCE

Approve a Notice of Call for Sealed Bids, for the Kittitas County Correctional Facility Parking Lot and the North Parking Lot Charging Station project, to be accepted until May 23, 2024, at 11:00 a.m. in the Commissioners Office, 205 West 5th Avenue, Room 108, Ellensburg, WA and to authorize the Clerk to publish said notice.

AGREEMENT

ROBIN READ

PUBLIC HEALTH

Approve Amendment No. 1 to the Professional Services Agreement between Robin Read and Kittitas County, to provide facilitation of the Developmental Disability Advisory Committee meetings, extending the contract from July 1, 2023, through December 31, 2024, and removing specific limits of meeting/event numbers.

RESOLUTION 2024-079

CENTRAL SERVICES COMMITTEE

AUDITOR

Approve Resolution No. 2024-079, Establishing the Central Services Committee as an Advisory Committee to the Board of County Commissioners.

RESOLUTION 2024-080

DEPARTMENT OF COMMERCE

AUDITOR

Approve Resolution No. 2024-080, Authorizing an Interlocal Agreement with the Washington State Department of Commerce for the Community Development Block Grant (CDBG) Program, General Purpose Funding, in the

amount of \$250,000.00, from January 2, 2024, through January 31, 2027.

RESOLUTION 2024-081

CHAMBER OF COMMERCE

AUDITOR

Approve Resolution No. 2024-081, Authorizing a Subrecipient Agreement with the Kittitas County Chamber of Commerce for the Community Development Block Grant (CDBG) Program, General Purpose Grant Microenterprise Accelerator Project, in the amount of \$250,000.00, from January 2, 2024, through January 31, 2027.

AGREEMENT

ACCURATE ELECTRIC UNLIMITED, INC.

SHERIFF

Approve a Professional Services Agreement between Kittitas County and Accurate Electric Unlimited, Inc., in the amount of \$135,000.00, to replace the CCTV cameras at the Courthouse, Corrections, Sheriff's Office and Upper County District Court.

AGREEMENT

ACCURATE ELECTRIC UNLIMITED, INC.

SHERIFF

Approve a Professional Services Agreement between Kittitas County and Accurate Electric Unlimited, Inc., in the amount of \$9,875.00, to replace cameras onsite at the Kittitas County Jail.

AGREEMENT

ACCURATE ELECTRIC UNLIMITED, INC.

SHERIFF

Approve a Professional Services Agreement between Kittitas County and Accurate Electric Unlimited, Inc., in the amount of \$145,000.00, for a door control project at the Kittitas County Jail.

MEMORANDUM OF UNDERSTANDING

HEALTH NETWORK

PUBLIC HEALTH

Acknowledge a Memorandum of Understanding with the Kittitas County Health Network, committing to furthering the mission and vision of the Kittitas County Health Network.

SET PUBLIC HEARING

STUDY SESSIONS

CDS

Approve Setting a Public Hearing to Amend Kittitas County Code Chapter 2.04.010 to Allow Community Development Services to hold Two Study Sessions per month, to be held on Tuesday May 21, 2024, 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

LEASE COUNTY WATER RIGHTS

PUBLIC WORKS

Approve Setting a Public Hearing to consider Leasing Kittitas County Water Rights through Public Auction, to be held on Tuesday May 21, 2024, 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

IRRIGATION FRANCHISE

PUBLIC WORKS

Approve Setting a Public Hearing to consider an Irrigation Franchise with Adam Jensen along Upper Badger Pocket Road and WPA Road, to be held on Tuesday June 4, 2024, 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 2024-082

FLOOD CONTROL ZONE DISTRICT ADMIN.

PUBLIC WORKS

Approve Resolution No. 2024-082, Appointing Josh Fredrickson, PE., Public Works Director, as Kittitas County Flood Control Zone District Administrator, effective June 1, 2024.

RESOLUTION 2024-083

CITY OF ELLENSBURG INTERLOCAL

PUBLIC WORKS

Approve Resolution No. 2024-083, Authorizing an Interlocal Agreement between the City of Ellensburg and the Kittitas County Flood Control Zone District.

RESOLUTION 2024-084

WATERSHED SCIENCE & ENGINEERING

PUBLIC WORKS

Approve Resolution No. 2024-084, Authorizing the Chair's Signature on Watershed Science and Engineering, Inc., Task Order No. 5 - Ellensburg Urban Flooding Hydraulic Analysis.

SET PUBLIC HEARING

LEASE AT BOWERS FIELD

PUBLIC WORKS

Approve Setting a Public Hearing to consider a Lease for property located at the Kittitas County Airport, Bowers Field, to be held on Tuesday May 21, 2024, 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 public said notice.

RESOLUTION 2024-085

BOWERS FIELD EAST TAXILANE

PUBLIC WORKS

Approve Resolution No. 2024-085, Awarding the Contract for the Bowers Field East Taxilane Pavement Rehabilitation and Apron Reconfiguration Project and to Authorize the Public Works Director to Sign the Contract Documents.

RESOLUTION 2024-086 GRANT CO PUBLIC UTILITY DISTRICT NO. 2 PUBLIC WORKS

Approve Resolution No. 2024-086, Authorizing a "Land Use Cooperation Agreement" with Grant Country Public Utility District No. 2 for the Vantage Boat Launch.

AGREEMENT**BILL CLARKE, ATTORNEY AT LAW****COMMISSIONERS**

Approve a Personal Services Agreement between Kittitas County and Bill Clarke, Attorney at Law & Gov't Affairs, in the amount of \$6,000.00 per month, and a monthly expense reimbursement of \$100.00 per month for routine expenses such as local mileage and parking, to serve as the primary government affairs representative for Kittitas County before the State Legislature and State agencies, from January 1, 2024, through December 31, 2024,

ADMINISTRATIVE MATTERS - NONE**CITIZEN COMMENTS ON NON-AGENDA ITEMS - NONE****BOARD DISCUSSION/DECISION ITEMS****LETTER****CONFERENCE OF GOVERNMENTS****COMMISSIONERS**

Commissioner Wright moved to approve a request from the Conference of Governments, formally recognizing Central Washington University's Institute for Decision Making work program as a future path for economic development in Kittitas County, and to draft a letter in response to the Conference of Governments. Vice-Chairman Osiadacz seconded. Motion carried 2-0.

MISCELLANEOUS - NONE**EXECUTIVE SESSION - NONE****ADJOURNMENT**

The meeting concluded at 10:46 a.m.

CLERK OF THE BOARD
Julie Kjorsvik**KITTITAS COUNTY COMMISSIONERS
KITTITAS COUNTY, WASHINGTON**
Laura Osiadacz, Vice-Chairman