

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

**TUESDAY**

**10:00 A.M.**

**DECEMBER 17, 2024**

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

Others: Julie Kjorsvik, Clerk of the Board; Mandy Buchholz, Office Administrator; Cameron Curtis, Engineer; Josh Fredrickson, Engineer; Jamey Ayling, Planning Official; Cheryl Burrows, EMS Coordinator; Clay Myers, Sheriff' Devin Duncan, Law Enforcement Clerk; Candi Blackford, Chief Administrator; Arden Thomas, Water Resource Program Manager; Nancy Shaff, Chief Administrative Deputy; Kasey Knutson, Human Services Manager; Eileen Murphy, Office of Public Defense Director; Stephanie Hartung, Chief Civil Deputy Prosecutor; Bryan Elliott, Auditor; Zach Torrance-Smith, Planner I; and 1 member of the public.

**CALL TO ORDER**

Chairman Wachsmith called the meeting to order.

**PLEDGE OF ALLEGIANCE**

Chairman Wachsmith led the Pledge of Allegiance.

**INTRODUCTION OF NEW COUNTY EMPLOYEES**

Kasey Knutsen, Human Services Manager, introduced Emma Madland as their new Human Services Administrative Specialist in the Public Health Department.

**AWARDS & RECOGNITIONS - NONE**

**APPROVAL OF AGENDA**

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

**CONSENT AGENDA**

At the conclusion of reviewing each item Vice-Chairman Osiadacz approved

the Consent Agenda Items, as presented. Commissioner Wright seconded. Motion carried 3-0.

## MINUTES

DATE	MINUTES
10/8/2024	Solid Waste/Maintenance Study Session
10/29/2024	2025 Budget Meeting
11/11/2024	DPW/CDS Study Session Minutes
11/12/2024	Solid Waste/Maintenance Study Session
11/25/2024	BoCC Office Admin Meeting
11/25/2024	DPW/CDS Study Session Minutes
12/2/2024	BoCC Office Admin Meeting
12/2/2024	Budget Public Hearing
12/3/2024	Public Hearing
12/3/2024	BoCC Agenda Session
12/4/2024	Sheriff's Study Session
12/9/2024	BoCC Office Admin Meeting

## MEMORANDUM OF AGREEMENT

## WA STATE UNIVERSITY EXTENSION

## EXTENSION

Approve a Memorandum of Agreement between the Washington State University Extension and Kittitas County, Appendix A, to provide an Extension program from January 1, 2025, through December 31, 2025.

## RESOLUTION 2024-212

## EMS & TRAUMA CARE COUNCIL

## AUDITOR

Approve Resolution No. 2024-212, Authorizing an Interlocal Agreement with the Kittitas County Emergency Medical Services and Trauma Care Council for Coordination of Emergency Medical Services from January 1, 2025, until December 31, 2025.

## REQUEST FOR PROPOSALS

## AFFORDABLE HOUSING

## PUBLIC HEALTH

Approve a Notice for the Request for Proposals for acquisition, rehabilitations, and construction of affordable housing in the estimated amount of \$250,000.00 for 2025, to be received by January 24, 2025, at 5:00 p.m.

Approve the Mylar granting Final Approval for the Nelson Stream Suncadia Phase 2, Division 7 Plat (LPF-24-00002 & LP-24-00003), creating 10 additional lots from the existing 14 lots for a total of 24 lots, ranging in size from .33 acres to .46 acres.

**AGREEMENT****ALUMBAUGH LAW****PUBLIC DEFENSE**

Approve an Agreement between Kittitas County and Alumbaugh Law, Marjorie Alumbaugh, to provide public defender services for eligible indigent criminal defendants in cases filed in the Superior Court and Lower and Upper Kittitas County District Court from January 1, 2025, through December 31, 2025.

**AGREEMENT****PAUL McBRIDE****PUBLIC DEFENSE**

Approve an Agreement between Kittitas County and Attorney Paul McBride, to provide public defender services for eligible indigent criminal defendants in cases filed in the Superior Court from January 1, 2025, through December 31, 2025.

**AGREEMENT****HERITAGE LAW OFFICE****PUBLIC DEFENSE**

Approve an Agreement between Kittitas County and Heritage Law Office, Elizabeth Gagley, to provide public defender services for eligible indigent criminal defendants in cases filed in the Upper Kittitas County District Court from January 1, 2025, through December 31, 2025.

**AGREEMENT****ALLPAID, INC.****SHERIFF**

Approve the Third Annual Renewal of the 2021-2022 Professional Services Agreement between Kittitas County and Allpaid, Inc. through December 31, 2025, for processing of bail payments made by credit card.

**RESOLUTION 2024-213****WA STATE DEPT. OF NATURAL RESOURCES****SHERIFF**

Approve Resolution No. 2024-213, Authorizing an Interlocal Agreement between the Kittitas County Sheriff's Office and the Washington State Department of Natural Resources, for the development of a wildfire recovery plan template that can be customized by individual counties and communities, beginning with Kittitas County as a pilot project through June 30, 2025.

**RESOLUTION 2024-214****CITY OF ELLENSBURG****SHERIFF**

Approve Resolution No. 2024-214, Authorizing an Interlocal Agreement between the City of Ellensburg, Washington, and Kittitas County, for the Housing of Inmates from January 1, 2025, through December 31, 2027.

**RESOLUTION 2024-215      SURFACE TRANSPORTATION BLOCK FUNDS      PUBLIC WORKS**

Approve Resolution No. 2024-215, Awarding Surface Transportation Block Funds to the City of Ellensburg in the amount of \$1,878,207.00 to support the Vantage Highway Shared Use Pathway and to the City of Cle Elum in the amount of \$714,414.00, supporting the First Street and Oakes Avenue Resurfacing project.

**RESOLUTION 2024-216      CONTECH ENGINEERED SOLUTIONS      PUBLIC WORKS**

Approve Resolution No. 2024-216, Awarding a Bid for Design, Fabricating, Finishing and Transporting a 40' X 16' Steel Modular Bridge and to Authorize the Water Resource Program Manager to Execute Said Contract, in the amount of \$60,300.00.

**RESOLUTION 2024-217      COST SHARING AGREEMENT      PUBLIC WORKS**

Approve Resolution No. 2024-217, Authorizing Signature on the Kittitas County Cost-Sharing Agreement for the Aspect Consulting Cost-Reimbursement Agreement G4-36135, with Mr. Victor Jansen.

**RESOLUTION 2024-219      EQUIPMENT RENTAL RATES      PUBLIC WORKS**

Approve Resolution No. 2024-219, Adopting the Kittitas County Public Works Monthly Equipment Rental Rates Pursuant to the Revised Code of Washington 36.33.A.040, for 2025.

**RESOLUTION 2024-220      CITY OF ELLENSBURG      PUBLIC WORKS**

Approve Resolution No. 2024-220, Authorizing an Amendment to the Interlocal Agreement between the City of Ellensburg and the Kittitas County Flood Control Zone District, through December 31, 2025.

**RESOLUTION 2024-221      JAMES P. ROAN & JAN ROAN      PUBLIC WORKS**

Approve Resolution No. 2024-221, Ratifying the Chair of the County Commissioner's Signature on the Trust Water Rights Purchase and Sale Agreement with James P. Roan and Jan Roan and Authorizing the Chair to Sign on the Closing Documents.

**RESOLUTION 2024-222      A-1 PETROLEUM      PUBLIC WORKS**

Approve Resolution No. 2024-222, Awarding a Bid to A-1 Petroleum for Schedule A and Schedule B to Furnish Fuel for the Calendar Year 2025 and Authorize the County Engineer to Sign Contract Documents.

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

Approve an Agreement between Kittitas County and the Upper Kittitas County Senior Center (Putnam Centennial Center) in the amount of \$40,000.00 to provide public services to benefit senior citizens and others in the Upper Kittitas County from January 1, 2025, through December 31, 2025.

**AGREEMENT****ROBERT K. WEIDNER – EVERGREEN FOREST GROUP****COMMISSIONERS**

Approve a Memorandum of Agreement between Robert K. Weidner, with offices in the Washington D.C. area and Kittitas County, in the amount of \$10,000.00 to provide government relations services to Kittitas County on behalf of the Evergreen Forest County Group, from January 1, 2025, through December 31, 2025.

**AGREEMENT****CITY OF KITTITAS****COMMISSIONERS**

Approve an Agreement between the City of Kittitas and Kittitas County, in the amount of \$9,500.00 to provide library services to County residents from January 1, 2025, through December 31, 2025.

**AGREEMENT****CITY OF ELLENSBURG****COMMISSIONERS**

Approve an Agreement between the City of Ellensburg and Kittitas County, in the amount of \$123,000.00 to provide library services to County residents from January 1, 2025, through December 31, 2025.

**AGREEMENT****CITY OF CLE ELUM****COMMISSIONERS**

Approve an Agreement between the City of Cle Elum and Kittitas County, in the amount of \$39,000.00 to provide library services to County residents from January 1, 2025, through December 31, 2025.

**AGREEMENT****CITY OF ROSLYN****COMMISSIONERS**

Approve an Agreement between the City of Roslyn and Kittitas County, in the amount of \$26,000.00 to provide library services to County residents from January 1, 2025, through December 31, 2025.

**ADMINISTRATIVE MATTERS - NONE**

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

**BOARD DISCUSSION/DECISION ITEMS - NONE**

**MISCELLANEOUS - NONE**

## EXECUTIVE SESSION

At 10:20 a.m. Chairman Wachsmith announced the Board would recess into an Executive Session with Clay Myers, Sheriff; Zack DeHaven, Assistant Finance Director; Bryan Elliott, Auditor; and Stephanie Hartung, Chief Civil Deputy Prosecutor, for 30 minutes, under RCW 42.30.110(g) To evaluate the qualifications of an applicant for public employment or to review the performance of a public employee. However, subject to RCW 42.30.140(4), discussion by a governing body of salaries, wages, and other conditions of employment to be generally applied within the agency shall occur in a meeting open to the public, and when a governing body elects to take final action hiring, setting the salary of an individual employee or class of employees, or discharging or disciplining an employee, that action shall be taken in a meeting open to the public. No action was anticipated.

At 10:50 a.m. the Board reconvened out of Executive Session. No action was taken.

At 10:50 a.m. Chairman Wachsmith announced the Board would recess back into an Executive Session with Clay Myers, Sheriff; Zack DeHaven, Assistant Finance Director; Bryan Elliott, Auditor; and Stephanie Hartung, Chief Civil Deputy Prosecutor, for 10 minutes, under RCW 42.30.110(g) To evaluate the qualifications of an applicant for public employment or to review the performance of a public employee. However, subject to RCW 42.30.140(4), discussion by a governing body of salaries, wages, and other conditions of employment to be generally applied within the agency shall occur in a meeting open to the public, and when a governing body elects to take final action hiring, setting the salary of an individual employee or class of employees, or discharging or disciplining an employee, that action shall be taken in a meeting open to the public. No action was anticipated.

At 11:00 a.m. the Board reconvened out of Executive Session. No action was taken.

## ADJOURNMENT

The meeting concluded at 11:00 a.m.

CLERK OF THE BOARD

  
Julie Kjosrvik

KITTITAS COUNTY COMMISSIONERS  
KITTITAS COUNTY, WASHINGTON

  
Brett Wachsmith, Chairman