

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

TUESDAY

10:00 A.M.

JANUARY 16, 2018

Board members present: Chairman Laura Osiadacz; Vice-Chairman Obie O'Brien; and Commissioner Paul Jewell.

Others: Julie Kjorsvik, Clerk of the Board; Lisa Murray, Administrative Assistant; Lisa Young, Human Resource Director; Sarah Keith, Superior Court Administrator; Paula Hocter, Corrections Commander; Gene Dana, Sheriff; Jim Goeben, IT Director; Mark Cook, Public Works Director; Mandy Buchholz, Deputy Clerk of the Board; Doug Mitchell, Deputy Prosecutor; Judy Pless, Budget & Finance Manager; Debbie Myers, Board Clerk; Kasey Knutson, Health Promotion Supervisor; and 1 member of the public.

CALL TO ORDER

Chairman Osiadacz called the meeting to order.

PLEDGE OF ALLEGIANCE

Chairman Osiadacz led the Pledge of Allegiance.

INTRODUCTION OF NEW COUNTY EMPLOYEES - NONE

PROCLAMATIONS - NONE

AWARDS & RECOGNITIONS - NONE

APPROVAL OF AGENDA

Chairman Osiadacz announced that due to the holiday on January 15, 2018 there was no Agenda Study Session held and the Board would review each item under the Consent Agenda prior to consideration of any motions. She noted Consent Item J had been removed from the Agenda.

Commissioner O'Brien moved to approve the Agenda, as amended. Commissioner Jewell seconded. Motion carried 3-0.

CONSENT AGENDA

Chairman Osiadacz noted Item J had been removed from the Consent Agenda and each item was reviewed prior to the Board’s consideration.

Commissioner O’Brien moved to approve the Consent Agenda, as amended. Commissioner Jewell seconded. Motion carried 3-0.

MINUTES

DATE	MINUTES
12/19/2017	2PM Public Hearing
12/19/2017	Agenda Session
12/21/2017	Executive Session
12/21/2017	PAFs/Vouchers
12/22/2017	Public Defense Costs
12/25/2017	Office Admin-Cancelled
12/25/2017	Dept. Head-Cancelled
12/26/2017	Office Admin-Cancelled
12/27/2017	IT Study Session
01/01/2018	Agenda Study Session-Cancelled
01/01/2018	Office Admin-Cancelled
01/01/2018	Dept. Head-Cancelled
01/02/2018	Office Admin
01/02/2018	Agenda Session
01/02/2018	2PM Public Hearing
01/03/2018	Marian Meadows-Closed Record
01/03/2018	IT Study Session
01/03/2018	Jail Heating & Ventilation
01/03/2018	Solar Moratorium Extension
01/03/2018	Tax Title Property Purchase
01/04/2018	Executive Session
01/08/2018	Office Admin
01/08/2018	Dept. Head-Merit
01/08/2018	Upper County Youth Activities
01/09/2018	Executive Session
01/09/2018	Executive Session
01/09/2018	Executive Session
01/09/2018	Solid Waste

APPOINTMENT

PATSY TENNEY – FAIR BOARD

COMMISSIONERS

Approve the Appointment of Patsy Tenney to the Kittitas County Fair Board, for a three year term effective immediately and ending on December 31, 2019 (completing a previous member’s term).

APPOINTMENT**CITY OF ELLENSBURG****COMMISSIONERS**

Acknowledge the City of Ellensburg's representation of Council Member Nancy Goodloe on the Kittitas County Airport Advisory Board and the Kittitas County Homlessness & Affordable Housing Committee and Council Members Mary Morgan and Nicole Klauss to the Kittitas County Council of Governments (COG).

AGREEMENTS**PAUL McBRIDE & CK POWERS****SUPERIOR COURT**

Approve Agreements between Kittitas County and the Superior Court of Washington in and for Kittitas County and Paul McBride and CK Powers for public defender services for all eligible indigent criminal defendants in cases filed in the Superior Court, beginning January 1, 2018 through December 31, 2018.

RESOLUTION 2018-005**PERSONNEL POLICIES MANUAL****HUMAN RESOURCES**

Approve Resolution No. 2018-005, In the Matter of Updating the Personnel Policies Manual, Item 7.4 Sick Leave, effective January 1, 2018.

POLICY**PUBLIC DISCLOSURE****PROSECUTOR**

Approve a Public Disclosure Policy and Procedure for the handling of requests for public records within all Offices/Departments of Kittitas County.

CONTRACT**MOMENTUM FUND OF GROUP HEALTH FOUNDATION****PUBLIC HEALTH**

Approve and authorize the Public Health Administrator to sign a Grant Contract with the Momentum Fund of Group Health Foundation, in the amount of \$13,262.00 to measure behavior, attitudes, and beliefs and barriers around the HPV vaccine from January 1, 2018 through January 1, 2019.

CALL FOR BIDS**VOICE OVER INTERNET PROTOCOL****IT**

Approve a Notice of Call for Bids, for Voice Over Internet Protocol (VoIP) Phone Systems and Systems, to be accepted and opened at 2:00 p.m. Tuesday February 20, 2018 at 205 W. 5th Avenue Suite 13, Ellensburg, WA and to authorize the Clerk to publish said notice.

RESOLUTION 2018-006**REVISED RECORDS MANAGEMENT POLICY****IT**

Approve Resolution No. 2018-006, Adopting a Revised Records Management Policy.

RESOLUTION 2018-012

PETROLEUM & LUBRICANT PRODUCTS

PUBLIC WORKS

Approve Resolution No. 2018-012, Awarding a Bid to Furnish Petroleum and Lubricant Products for 2018, and to Authorize the Public Works Director to Sign Contract Documents.

RESOLUTION 2018-013

KPG - UPPER COUNTY SHOP

PUBLIC WORKS

Approve Resolution No. 2018-013, Authorizing the Chair's Signature on Task Order No. 5 with KPG in the amount of \$417,374.29 for Architectural Services Supporting the Relocation of the Public Works' Upper County Shop.

RESOLUTION 2018-014

DISTRESSED COUNTY SALES & USE TAX

PUBLIC WORKS

Approve a Resolution No. 2018-014, 2018 Distressed County Sales and Use Tax Infrastructure Improvement Program Agreement with the City of Roslyn, for the Transmission Water Main Improvement Project.

AGREEMENTS

LODGING TAX AGREEMENTS

COMMISSIONERS

Approve the 2018 Lodging Tax Services Agreements No. 2018-001 LT through No. 2018-024 LT, as Adopted by Resolution No. 2017-202 for Special Events and Projects.

CORRESPONDENCE - NONE

ADMINISTRATIVE MATTERS - NONE

CITIZEN COMMENTS ON NON-AGENDA ITEMS - NONE

BOARD DISCUSSION/DECISION ITEMS - NONE

MISCELLANEOUS - NONE

EXECUTIVE SESSION - NONE

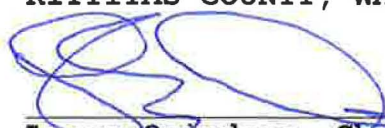
ADJOURNMENT

The meeting was adjourned at 11:01 a.m.

CLERK OF THE BOARD


Julie Kjorsvik

**KITTITAS COUNTY COMMISSIONERS
KITTITAS COUNTY, WASHINGTON**


Laura Osiadacz, Chairman