

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

**TUESDAY**

**10:00 A.M.**

**DECEMBER 15, 2020**

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

Others via WebEx: Julie Kjorsvik, Clerk of the Board; Mandy Buchholz, Deputy Clerk of the Board II; Cheryl Burrows, EMS Coordinator; Diana MacKenzie, Upper District Court Administrator; Patti Johnson, Solid Waste Director/Interim Maintenance Director/Project Manager; Taylor Crouch, Deputy Clerk of the Board I; Chelsey Loeffers, Health Promotion Supervisor; Judy Pless, Budget & Finance Manager; Jerry Pettit, Auditor; Mark Cook, Public Works Director; Ken Grannan, Airport Coordinator; Chris Horner, Deputy Prosecutor; Stephanie Hartung, Deputy Prosecutor; Josh Fredrickson, Engineer; Dan Carlson, CDS Director; Neil Caulkins, Deputy Prosecutor; Jeremy Johnston, Planning Official; Bridget Pechtel, Planner II; Katrina Mankus, Juvenile Court Administrator; Steve Panattoni, Jail Superintendent; Kari Elkins, JCA Assistant; Candie Leader, Administrative Supervisor; Tip Hudson, Extension Agent and 5 members of the public.

Kittitas County is currently in Phase 3 and in person participation is prohibited. The public was encouraged to join the meeting by joining a WebEx event online.

**CALL TO ORDER**

Chairman Wachsmith called the meeting to order.

**PLEDGE OF ALLEGIENCE**

Chairman Wachsmith led the Pledge of Allegiance.

**INTRODUCTION OF NEW COUNTY EMPLOYEES - NONE**

**PROCLAMATIONS - NONE**

**AWARDS & RECOGNITIONS**

**CERTIFICATE**

**BILLY ROBINS**

**COMMISSIONERS**

Vice-Chairman Osiadacz moved to approve a Certificate of Appreciation to Billy Robins for his dedicated service to the Veteran's of Kittitas

**APPROVED**  
1/5/21

County from July 2001 through December 2020. Commissioner Wright seconded. Motion carried 3-0.

**APPROVAL OF AGENDA**

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

**CONSENT AGENDA**

The Agenda Study Session had been cancelled for Monday December 14, 2020, and therefore the Board would be reviewing all items individually prior to making any motions. At the conclusion of reviewing each item Vice-Chairman Osiadacz moved to approve the Consent Agenda, as amended, noting Item N had been removed from consideration. Commissioner Wright seconded. Motion carried 3-0.

**MINUTES**

DATE	MINUTES
2/5/2020	Mental Health Tax Proposal
3/19/2020	Emergency Meeting
9/17/2020	Board of Health
10/01/2020	Board of Health
10/15/2020	Board of Health
11/20/2020	Auditors Office
11/23/2020	Office Admin
11/23/2020	CDS Study Session
11/23/2020	PW Study Session
11/23/2020	Executive Session
11/30/2020	Office Admin
11/30/2020	Agenda Study Session
11/30/2020	Public Hearing
11/30/2020	Executive Session
12/01/2020	Agenda Session
12/01/2020	2pm Public Hearing
12/01/2020	Executive Session
12/02/2020	Public Hearing
12/03/2020	Dept. Head
12/03/2020	Executive Session
12/07/2020	Office Admin
12/07/2020	2021 Budget
12/14/2020	Dept. Head-None
12/21/2020	Dept. Head-None
12/28/2020	Dept. Head-None

**SET PUBLIC HEARING****DEFENSE & INDEMNIFICATION POLICY****PROSECUTOR**

Approve Setting a Public Hearing to consider a Policy for the Defense and Indemnification of County Officers, Employees, and Volunteers, to be held on Tuesday January 5, 2021 at 2:00 p.m. and to authorize the Clerk to publish said notice.

**AGREEMENT****WA STATE UNIVERSITY EXTENSION****EXTENSION**

Approve Appendix A to the Memorandum of Agreement between the Washington State University Extension and Kittitas County, in the amount of \$23,332.00 to provide an Extension Program from January 1, 2021 through December 31, 2021.

**RESOLUTION 2020-213****KITTCOM ON-CALL****PROSECUTOR**

Approve Resolution No. 2020-213, Authorizing the Renewal of an Interlocal Agreement between Kittitas County and KITTCOM for On-Call Prosecutor After Hours Services through December 31, 2025.

**AGREEMENT****MARJORIE D. ALUMBAUGH****UPPER DISTRICT COURT**

Approve an Agreement between Kittitas County and Marjorie D. Alumbaugh for Indigent Defense Services in the Upper District Court from January 1, 2021 through December 31, 2021.

**AGREEMENT****i-ACT PROGRAM DEVELOPMENT****JUVENILE**

Approve an Agreement between the State of Washington Department of Children, Youth & Families and Kittitas County, in the amount of \$14,476.00 for the i-ACT Program Development beginning July 1, 2020 to June 30, 2021.

**RESOLUTION 2020-214****EMS & TRAUMA CARE COUNCIL****EMS**

Approve Resolution No. 2020-214, Authorizing an Interlocal Agreement with Kittitas County Emergency Medical Service and Trauma Care Council in the amount of \$85,786.00 for the Coordination of Emergency Medical Services from January 1, 2021 through December 31, 2021.

**AGREEMENT****BECKWITH CONSULTING GROUP****SOLID WASTE**

Approve a Professional Services Agreement between Kittitas County and Beckwith Consulting Group, in the amount not to exceed \$39,533.00 for the determination of commercially reasonable value of property located at the Bowling Alley; assist developing an RFP/RFQ; assessment of any proposals for development consistent with the Master Plan; and legal impediments to such development.

**RESOLUTION 2020-215 CERTIFY TAXES LEVIED FOR TAXING DIST. COMMISSIONERS**

Approve Resolution No. 2020-215, Certifying to the County Assessor the Respective Amounts of Taxes Levied for Each Taxing District.

**RESOLUTION 2020-216 INTERNAL CONTRACTS LTAC FUNDING COMMISSIONERS**

Approve Resolution No. 2020-216, Authorizing Internal Contracts for Awarding of Lodging Tax Advisory Committee Funding, including LT-2020-031-KVEC-Internal Operations-2020 in the amount of \$100,000.00; LT-2020-032-KVEC-Internal Operations-2021 in the amount of \$200,000.00; and \$117,634.00.

**ORDINANCE 2020-009 2020 ANNUAL COMP. PLAN AMENDMENTS CDS**

Approve Ordinance No. 2020-009, Revisions of Kittitas County Code and Comprehensive Plan as Part of the 2020 Annual Comprehensive Plan Amendment Cycle.

**RESOLUTION 2020-217 ELLENSBURG BUSINESS DEVELOPMENT AUTHORITY AIRPORT**

Approve Resolution No. 2020-217, Authorizing the Director of Airport Operations to sign a Lease with the Ellensburg Business Development Authority (dba. Centerfuse) for office space for the Airport Department.

**RESOLUTION 2020-218 CREATING AIRPORT DEPARTMENT AIRPORT**

Approve Resolution No. 2020-218, Creating the Airport Department.

**REQUEST TO APPROVE A RESOLUTION AMENDING THE AIRPORT ADVISORY COMMITTEE CHARTER - ITEM REMOVED FROM CONSIDERATION**

**RESOLUTION 2020-219 YOUTH SERVICES PUBLIC HEALTH**

Approve Resolution No. 2020-219, Authorizing an Asset Transfer to Kittitas County Youth Services from the Kittitas County Public Health Department.

**AGREEMENT FISH COMMUNITY FOOD BANK PUBLIC HEALTH**

Approve a Professional Services Agreement Renewal between Kittitas County and FISH Community Food Bank for Out of Home Services effective December 25, 2020 through January 25, 2021.

**AGREEMENT PRESTIGE POST ACUTE & REHAB PUBLIC HEALTH**

Approve a Professional Services Agreement between Kittitas County and Prestige Post Acute and Rehabilitation - Kittitas Valley, to obtain,

utilize and/or distribute items for local COVID-19 response.

**AGREEMENT   509 FACILITY SERVICES, INC.   PUBLIC HEALTH**

Approve a Professional Services Agreement between Kittitas County and 509 Facility Services, Inc. to provide professional decontamination of spaces previously occupied by individuals under isolation or quarantine orders.

**AGREEMENT   FISH COMMUNITY FOOD BANK   PUBLIC HEALTH**

Approve a Professional Services Agreement between Kittitas County and FISH Community Food Bank for In-Home Services from December 25, 2020 through January 25, 2021.

**AGREEMENT   NUMI   SHERIFF**

Acknowledge a Facility Agreement between Kittitas County Sheriff's Office and Numi Financial for Inmate Commissary Accounts, beginning January 4, 2021.

**AGREEMENT   COMPASSDIRECT HEALTHCARE   SHERIFF**

Approve a Professional Services Agreement between Kittitas County and CompassDirect Healthcare, to provide on-site medical care to the Inmate population within the Kittitas County Jail, from January 1, 2021 through December 31, 2021.

**AGREEMENT   SCHUKNECHT'S POLYGRAPH SERVICE   SHERIFF**

Approve a Professional Services Agreement between Kittitas County and Schuknecht's Polygraph Service, to provide polygraph examinations, conducting interviews of applicants, and preparing and conveying reports of findings to the Kittitas County Sheriff's Office from January 1, 2021 through December 31, 2021.

**RESOLUTION 2020-220   PETROLEUM & LUBRICANT PRODUCTS   PUBLIC WORKS**

Approve Resolution No. 2020-220, Awarding a Bid to Furnish Petroleum and Lubricant Products for 2021 and to Authorize the Public Works Director to Sign Contract Documents.

**RESOLUTION 2020-222   UNIVERSITY WAY & REECER CREEK RD   PUBLIC WORKS**

Approve Resolution No. 2020-222, Awarding Combined Highway Infrastructure Program Funds and Surface Transportation Block Funds to the City of Ellensburg in the Amount of \$427,309.00 Supporting the University Way and Reecer Creek Road Traffic Signal Project.

**RESOLUTION 2020-221****BULLFROG ROAD PROJECT****PUBLIC WORKS**

Approve Resolution No. 2020-221, Rescinding \$61,000.00 In Surface Transportation Block Grant Funding to Kittitas County Department of Public Works Pursuant to Resolution 2020-050, Leaving \$443,000.00 in Award to Public Works.

**RESOLUTION 2020-223****UNIVERSITY WAY & REECER CREEK RD****PUBLIC WORKS**

Approve Resolution No. 2020-223, Rescinding \$56,439.00 in Highway Infrastructure Program Funds to Kittitas County Department of Public Works Pursuant to Resolution 2020-049, Leaving \$73,143.00 in Award to Public Works.

**SET PUBLIC HEARING****COMMUNICATIONS FRANCHISE****PUBLIC WORKS**

Approve Setting a Public Hearing to consider a Countywide Telecommunications Franchise with Spectrum Pacific West, LLC an Indirect Subsidiary of Charter Communications, Inc. to be held on Tuesday January 5, 2021 at 2:00 p.m. and to authorize the Clerk to publish said notice.

**AGREEMENT****CITY OF ELLENSBURG - LIBRARY SERVICES****COMMISSIONERS**

Approve an Agreement between the City of Ellensburg and Kittitas County, in the amount of \$111,000.00, to provide Library Services to County Residents from January 1, 2021 through December 31, 2021.

**AGREEMENT****CITY OF KITTITAS - LIBRARY SERVICES****COMMISSIONERS**

Approve an Agreement between the City of Kittitas and Kittitas County, in the amount of \$8,500.00, to provide Library Services to County Residents from January 1, 2021 through December 31, 2021.

**AGREEMENT****CITY OF CLE ELUM - LIBRARY SERVICES****COMMISSIONERS**

Approve an Agreement between the City of Cle Elum and Kittitas County, in the amount of \$23,000.00, to provide Library Services to County Residents from January 1, 2021 through December 31, 2021.

**AGREEMENT****CITY OF ROSLYN - LIBRARY SERVICES****COMMISSIONERS**

Approve an Agreement between the City of Roslyn and Kittitas County, in the amount of \$20,000.00, to provide Library Services to County Residents from January 1, 2021 through December 31, 2021.

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

Approve an Agreement between Kittitas County and the Upper Kittitas County Senior Center (Putnam Centennial Center), in the amount of

\$19,900.00 to provide public services which will benefit senior citizens and others in the Upper County, from January 1, 2021 through December 31, 2021.

**AGREEMENT                                    HOPESOURCE - UPPER CO TRANSPORTATION                                    COMMISSIONERS**

Approve an Agreement between Kittitas County and HopeSource for Upper Kittitas County in the amount of \$24,000.00 for Transportation Services from January 1, 2021 through December 31, 2021.

**SET PUBLIC HEARING                                    AMEND 2020 BUDGET & CIP                                    AUDITOR**

Approve Setting a Public Hearing to consider Amending the 2020 Budget and the Six-Year Capital Improvement Program (CIP) for the Planning Period 2021-2026, to be held on Tuesday December 29, 2020 at 10:00 a.m. and to authorize the Clerk to publish said notice.

**RESOLUTION 2020-224                                    AUTHORIZED CASH BALANCES                                    AUDITOR**

Approve Resolution No. 2020-224, Changing Authorized Cash Balances for Petty Cash, Revolving Funds, Till Accounts, Funds on Deposit, etc. for 2020.

**RESOLUTION 2020-226                                    KITTITAS COUNTY CHAMBER                                    AUDITOR**

Approve Resolution No. 2020-226, Amending a Contract with the Chamber of Commerce Related to Aid Non-Profit Organizations, Chamber Cares Grants and Kittitas County Strong Round 2 Grants, and to authorize the Chairman to sign the Amendment.

**RESOLUTION 2020-225                                    REFUND FIRE ASSESSMENTS                                    AUDITOR**

Approve Resolution No. 2020-225, Authorizing the Refund of the Fire Assessments Collected on Airport Leases Starting August 2020.

**CORRESPONDENCE - NONE**

**ADMINISTRATIVE MATTERS - NONE**

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

**BOARD DISCUSSION/DECISION ITEMS**

**APPOINTMENTS                                    BOARDS, COMMITTEES & COMMISSIONS                                    COMMISSIONERS**

Commissioner Wright moved to appoint/reappoint the following members:

Kittitas County Developmental Disabilities Advisory Committee:  
Reappoint Toby Allphin for a 3 year term effective January 1, 2021 and

to expire December 31, 2023.

Kittitas County Fair Board: Reappoint Greg Zempel, Heather Harrell Jessie Blackwood and Robert Martin, for a 3 year term effective January 1, 2021 and to expire December 31, 2023.

Kittitas County Homelessness & Affordable Housing Committee: Reappoint Amy Mayo and Steve Luten for a 2 year term effective January 1, 2021 and to expire December 31, 2022.

Kittitas County Planning Commission: Reappoint Donald Chance, Ian Elliott, Bruce Coe, Michael Lundin, and Bob Martin, for a 4 year term effective January 1, 2021 and to expire December 31, 2023.

Kittitas County Behavioral Health and Recovery Advisory Board: Reappoint Doug Fulp and Joy Stochosky, for a 3 year term effective January 1, 2021 and to expire December 31, 2023.

Kittitas County TV Improvement District Board: Reappoint Sam Garrett for a 3 year term effective January 1, 2021 and to expire December 31, 2023.

Kittitas County Law & Justice Council: Reappoint Crystal Church for a 2 year term effective January 1, 2021 and to expire on December 31, 2022.

New Airport Advisory Board: Nancy Lillquist (City of Ellensburg Representative for a 2 year term effective immediately and expiring on December 31, 2022; Brian McElroy for a 2 year term effective immediately and expiring on December 31, 2022; Ron Cline for a 3 year term effective immediately and expiring on January 1, 2024; Steve Lathrop for a 3 year term effective immediately and expiring on January 1, 2024; Milton Johnston for a 3 year term effective immediately and expiring on December 31, 2023; DaJon DeMille for a two year term effective immediately and expiring on December 31, 2022; and David Ralston for a 3 year term effective immediately and expiring on December 31, 2023. Vice-Chairman Osiadacz seconded. Motion carried 3-0.

#### **MISCELLANEOUS - NONE**

#### **EXECUTIVE SESSION**

At 11:12 a.m. Chairman Wachsmith announced the Board would recess into an Executive Session for 20 minutes with Neil Caulkins, Deputy Prosecutor to discuss with legal counsel representing the agency matters relating to agency enforcement actions, or to discuss with legal counsel representing the agency litigation or potential litigation to which the agency, the governing body, or a member acting in an official capacity is, or is likely to become, a party, when public knowledge regarding the



discussion is likely to result in an adverse legal or financial consequence to the agency. Action was anticipated.

At 11:32 the Board reconvened out of Executive Session.

Vice-Chairman Osiadacz moved to approve and authorize the Chairman to sign a Quit Claim Deed with Amy Elsmere Childs. Commissioner Wright seconded. Motion carried 3-0.

**ADJOURNMENT**

The meeting was adjourned at 11:33 a.m.

**CLERK OF THE BOARD**

  
Julie Kjorsvik

**KITTITAS COUNTY COMMISSIONERS  
KITTITAS COUNTY, WASHINGTON**

  
Brett Wachsmith, Chairman