

**COMMISSIONERS' MINUTES
KITITAS COUNTY, WASHINGTON
COMMISSIONERS CONFERENCE ROOM
REGULAR MEETING**

MONDAY

9:00 A.M.

JUNE 17, 2013

Board members present: Vice-Chairman Paul Jewell & Commissioner Gary Berndt. Absent: Chairman Obie O'Brien.

Others: Mandy Buchholz, Deputy Clerk of the Board; Julie Kjorsvik, Clerk of the Board and one member of the public.

SPECIAL MEETING

OFFICE STAFF MEETING

COMMISSIONERS

At 9:00 a.m. Vice-Chairman Jewell opened the Office Administration meeting.

CALENDAR

WEEK AT A GLANCE

COMMISSIONERS

The Board of County Commissioners reviewed their weekly calendar.

PAF/VOUCHERS

REVIEW OF PAF'S & VOUCHERS

COMMISSIONERS

The Board of County Commissioners approved and signed County Employee Personnel Action forms and vouchers.

CORRESPONDENCE LOG

REVIEW OF CORRESPONDENCE LOG

COMMISSIONERS

The Board of County Commissioners reviewed the weekly Correspondence Log, a listing of all incoming mail and correspondence for the week ending June 14, 2013.

LETTER

PACIFICLEAN ENVIRONMENTAL

COMMISSIONERS

Commissioner Jewell presented a letter he drafted to PacificClean Environmental. He explained the purpose of the letter and emphasized the importance of the Board remaining neutral on the issue as there is most likely going to be an application from PacificClean coming before them that the Board will have to take action on. He stated that the letter should make a clear separation from any past letters etc. from the Board. Commissioner Berndt moved to approve Board signature on the letter to PacificClean Environmental. Commissioner Jewell seconded. Motion carried 2-0 (Chairman O'Brien absent).

UPDATE

BOCC/ DEPARTMENT HEAD REPORTS

COMMISSIONERS

Each Commissioner was assigned three different Department Heads to meet with on a weekly basis. This was determined at a Special Meeting with the Board of County Commissioners held on June 18,

2009. Each Commissioner reviews discussions held with their respective departments and exchanges details of those meetings. On January 3, 2011 the Board determined it would be beneficial to alternate Commissioners that will oversee the different Department Head's on an annual basis.

OTHER BUSINESS-N/A

Meeting adjourned at 9:40 a.m.

DEPUTY CLERK OF THE BOARD



Mandy Buchholz

**KITTITAS COUNTY COMMISSIONERS
KITTITAS COUNTY, WASHINGTON**



Vice-Chairman Paul Jewell