

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

MONDAY

9:00 A.M.

DECEMBER 2, 2013

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

Others: Mandy Buchholz, Deputy Clerk of the Board; Julie Kjorsvik, Clerk of the Board; Doc Hansen, Planning Official & Neil Caulkins, Deputy Prosecutor.

SPECIAL MEETING                      OFFICE STAFF MEETING                      COMMISSIONERS

At 9:00 a.m. Chairman Obie O'Brien 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 November 27, 2013 (due to holiday).

COMMITTEE                                      APPOINTMENT PROCESS-PLAC                                      COMMISSIONERS

Staff was directed to prepare a Press Release announcing the County's intent to fill vacancies on the newly formed Public Lands Advisory Committee, in addition to the annual posting for all Boards and Committees. Staff was directed to note that applications for the Public Lands Advisory Committee would be accepted until the end of the year (2013), and applicants should list their area of interest.

UPDATE                      GENERAL UPDATES/ 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, overtime the Board has found it beneficial to report on the various committees they participate on.

**OTHER BUSINESS-N/A**

Meeting adjourned at 9:40 a.m. in order to allow for Department Head meetings to be held on time, noting they would return to the Office Administration Meeting Agenda after they finished the Department Head Meetings.

**EXECUTIVE SESSION**

**COMMISSIONERS**

At 9:51 a.m. Chairman O'Brien announced the Board would recess into an Executive Session for 10 minutes 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. No action was anticipated.

At 10:01 a.m. the Board reconvened out of Executive Session. Staff was directed to cancel the 6:00 p.m. Public Hearing on Tuesday December 3, 2013 at the (KVEC) regarding Amending the Comprehensive Plan and Kittitas County Code in order to comply with the Growth Management Act as determined by the Eastern Washington Growth Management Hearings Board, noting they would still be holding the Public Hearing regarding the consideration of adoption the Wildland Urban Interface Code. Deputy Prosecutor Neil Caulkins was directed to file a request for a 90 day extension to the EWGMHB, and Planning Official Doc Hansen was directed to prepare a Press Release regarding the cancelled meeting for the Comprehensive Plan Amendments.

Meeting adjourned at 10:01 a.m.

**DEPUTY CLERK OF THE BOARD**

  
Mandy Buchholz

**KITTITAS COUNTY COMMISSIONERS  
KITTITAS COUNTY, WASHINGTON**

  
Chairman Obie O'Brien