

**COMMISSIONERS' MINUTES  
KITITAS COUNTY, WASHINGTON  
COMMISSIONER'S CONFERENCE ROOM  
SPECIAL MEETING**

**FRIDAY**

**2:00 P.M.**

**MARCH 28, 2014**

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

Others: Mandy Buchholz, Deputy Clerk of the Board; Lisa Young, HR Director.

**SPECIAL MEETING**

**FAIR DIRECTOR POSITION**

**COMMISSIONERS**

At 2:05 p.m. Chairman Jewell opened a Special Meeting to review a DRAFT proposal of the Fair Director job description and updates to 2-2 Employment Categories Policy language.

Lisa Young, HR Director presented the Board with a DRAFT Event Center Director job description. The Board discussed and suggested revisions. Ms. Young was directed to make the proposed changes and then post the position.

The Board discussed the salary for the Fair Director position. They determined that the Fair Director pay scale would match market comps for the proposed Maintenance Director position. The Board discussed and reviewed the revised changes to 2-2 Employment Categories DRAFT presented. Ms. Young was directed to bring forward at a later agenda date to formalize it.

Director Young presented two PAF's one for Patti Johnson, Solid Waste Director/Project Manager for an additional stipend of \$1,000.00 effective 3/31/2014 until the Maintenance Director Position was filled. Another PAF was for Lisa Young, HR Director to reflect a stipend of \$500.00, noting she will be Co-directing the Fair/Event Center with Commissioner O'Brien (no stipend) effective 3/31/2014 until the position is filled.

**EXECUTIVE SESSION**

**COMMISSIONERS**

At 2:44 p.m. Chairman Jewell announced the Board would recess into an Executive Session for 10 minutes 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 2:54 p.m. the Board reconvened out of Executive Session. No action was taken.

At 2:54 p.m. Chairman Jewell announced the Board would recess into an Executive Session for 5 minutes 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 2:59 p.m. the Board reconvened out of Executive Session. No action was taken.

At 2:59 p.m. Chairman Jewell announced the Board would recess into an Executive Session for 5 minutes 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 3:04 p.m. the Board reconvened out of Executive Session. Staff was directed to prepare a PAF for Public Works Director, Kirk Holmes to increase his monthly income to \$8,200.00 from \$7,612.00, noting that the \$250.00 stipend for Building Official would remain as well as the \$25.00 cell phone and therefore the raise would be \$313.00 for a total of \$8,200.00. Staff was directed to set an Executive Session on Tuesday April 1, 2014 at 9:00 a.m. with Director Holmes.

Meeting adjourned at 3:04 p.m.

**DEPUTY CLERK OF THE BOARD**

**KITTITAS COUNTY COMMISSIONERS  
KITTITAS COUNTY, WASHINGTON**

  
Mandy Buchholz

  
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Mandy Buchholz

Paul Jewell, Chairman