

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

MONDAY

9:00 A.M.

JULY 21, 2014

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

Others: Mandy Buchholz, Deputy Clerk of the Board; Julie Kjorsvik, Clerk of the Board; Lisa Young, HR Director/Co-Interim Event Center Director; Judy Pless, Budget and Finance Manager; Patti Johnson, Solid Waste Director/Project Manager/Interim Maintenance Director.

REGULAR MEETING

OFFICE STAFF MEETING

COMMISSIONERS

At 9:00 a.m. 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 (PAF) 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 July 18, 2014.

UPDATE

BOCC-DEPARTMENT HEAD REPORTS/GENERAL UPDATES

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 reviewed discussions held with their respective departments and exchanged 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. They determined at the end of 2013 they would review the various committees they participate in and provide beneficial updates to the Board.

LETTER

WSLCB-INDICANNA

COMMISSIONERS

Commissioner Berndt presented a draft letter he would like the Board to consider to the WSLCB. He explained that he is concerned that when there is an objection to a Marijuana License that it's important to also address other areas of concern. He stated that in the most recent application for Indicanna the address provided was not an actual address in Kittitas County, and that he would like to make the WSLCB aware of that. Commissioner O'Brien moved to authorize Board signature on a letter to the WSLCB referencing License 416922-7A Indicanna. Commissioner Berndt seconded. Motion carried 3-0.

DISCUSSION

EVENT CENTER FIRE INSPECTION

COMMISSIONERS

Lisa Young, HR Director/Co-Interim Event Center Director reviewed the recent fire inspection report for the Event Center. She expressed concerns in many areas of the report stating that there was a lot of "red" in the report which are areas of failure. She noted that the fire extinguishers were due for inspection last September. She stated that she has been working with Patti Johnson, Solid Waste Director/Project Manager/Interim Maintenance Director to get quotes from fire safety inspection company's. Ms. Johnson indicated that they are waiting to get a price back from Rell's which is who does the fire extinguisher inspections for the Courthouse and Solid Waste Department. The Board directed staff to get a long range plan and overall strategy. They also directed staff to get a checklist together and report back.

DISCUSSION

MOU-DNR

COMMISSIONERS

Commissioner O'Brien reviewed an e-mail that he sent to the Event Center Staff. He stated that there will be two fire crews from Arizona coming to help with fire disaster relief efforts. Commissioner Berndt indicated that once things calm down he was planning to follow up with DNR however, they are consumed with providing aide at this time to the Carlton Complex Fire. There was discussion on what the process will be. Ms. Young indicated that she needs to work with the Prosecutor's office to draft an MOU for consideration but the logistics need to be figured out. Commissioner Berndt indicated that he and Ms. Young will work out the details and work with Deputy Michael Nigrey on drafting an MOU.

LETTER

2015 BUDGET INSTRUCTIONS

COMMISSIONERS

Chairman Jewell reviewed the letter he drafted to go out to the County Management Team giving instructions for the 2015 budget. Commissioner Berndt moved to authorize Chair signature on a letter to the County Management Team for the 2015 budget instructions. Commissioner O'Brien seconded. Motion carried 3-0.

DISCUSSION

HOPESOURCE LETTER- SENIOR RENT

COMMISSIONERS

Chairman Jewell reviewed a letter from John Raymond, COO HopeSource, regarding their proposed amendment and extension of the Senior Rent Assistance Program Grant. He reviewed the importance of the program and the County support for it. Commissioner O'Brien was directed to take the letter to the Homelessness & Affordable Housing Committee to discuss at their next meeting.

OTHER BUSINESS -

Chairman Jewell reviewed the Budget Retreat Agenda and reviewed the timeline for the agenda that day.

Commissioner O'Brien provided an update on the Event Center.

Meeting adjourned at 10:30 a.m.

DEPUTY CLERK OF THE BOARD


Mandy Buchholz

**KITTITAS COUNTY COMMISSIONERS
KITTITAS COUNTY, WASHINGTON**


Paul Jewell, Chairman