

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

THURSDAY

9:00 A.M.

SEPTEMBER 25, 2014

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

Others: Julie Kjorsvik, Clerk of the Board; Kirk Holmes, Public Works Director/Interim Building Official and Doc Hansen, Planning Official.

SPECIAL MEETING

PERMITTING SOLUTIONS

CDS

At 9:00 a.m. Chairman Jewell opened a Special Meeting to discuss permitting solutions at the Community Development Services Department.

Chairman Jewell expressed concerns with the volume of work in the Building Department and the difficulties they are experiencing to get things through the system in order to meet their level of service. He indicated the plans review is bottlenecked and they are approximately 9 weeks behind. He said there were a few solutions for the Board to consider including using Interlocal Agreements with Yakima County and the City of Ellensburg (it was noted there is already one in place with the City of Ellensburg). He said Yakima County has a qualified Plans Examiner who could be here a few times to help. The Building Department, Incorporated is a full service business out of Richland and have people stationed across the State to assist with projects. If the County chose to go that route they would have to go through the RFQ process and contract directly with them. Plans would be sent in digital form for their review. The other option was to post another Building Inspector and Plans Examiner position, while noting it would not be immediate help, but there is funding available now.

The Board said they were not complaining due to the workload and it was not that the employees weren't doing a good job, but rather assistance is now needed due to the backlog and increased volume for plans to be reviewed and to get through the system. Chairman Jewell said there was approximately \$900,000.00 available for supplemental services, including assistance with inspections. The Board said in the meantime, they would like Staff to filter out the more simple plans that need less "local" knowledge and turn those over to a contractor.

APPROVED

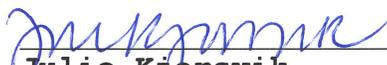
10-7-14

Commissioner O'Brien moved to authorize Staff to prepare and advertise for a Building Inspector and Plans Examiner position. Commissioner Berndt seconded. Motion carried 3-0.

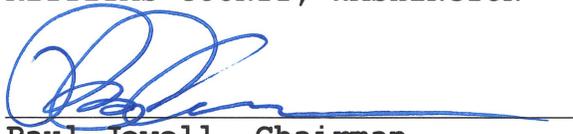
Commissioner O'Brien moved to authorize Staff to prepare and publish a Request for Qualifications for Professional On-Call Plans Review and Building Inspection Services and to prepare an Interlocal Agreement with Yakima County. Commissioner Berndt seconded. Motion carried 3-0.

Meeting adjourned at 9:45 a.m.

CLERK OF THE BOARD


Julie Kjorsvik

**KITTITAS COUNTY COMMISSIONERS
KITTITAS COUNTY, WASHINGTON**


Paul Jewell, Chairman