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

**MONDAY** **9:00 A.M.** **DECEMBER 15, 2014**

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

Others: Mandy Buchholz, Deputy Clerk of the Board; Kirk Holmes, Public Works Director/Interim Building Official & Julie Kjorsvik, Clerk of the Board.

**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 December 12, 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 as needed during this time as well.

**UPDATE** **MEETING WITH CITY OF ELLENSBURG** **COMMISSIONERS**

APPROVED
1-6-15

Commissioner Gary Berndt provided a brief update on his meeting with the City of Ellensburg regarding proposed annexations from Friday December 12, 2014. He stated that he will be meeting with them again on Wednesday December 17, 2014 for further discussion.

**OTHER BUSINESS-**

Kirk Holmes, Public Works Director/Interim Building Official submitted his letter of resignation effective 1/2/2015.

Meeting adjourned at 10:15 a.m.

**KITTITAS COUNTY COMMISSIONERS**
**KITTITAS COUNTY, WASHINGTON**

**DEPUTY CLERK OF THE BOARD**

Mandy Buchholz

**Mandy Buchholz**

**Paul Jewell, Chairman**