

COMMISSIONERS' MINUTES  
KITITITAS COUNTY, WASHINGTON  
BOCC CONFERENCE ROOM  
SPECIAL MEETING

FRIDAY

10:30 AM

FEBRUARY 6, 2015

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

**Others:** County Auditor Jerry Pettit, County Treasurer Brett Wachsmith and Budget & Finance Manager Judy Pless

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**SPECIAL MEETING**

**COMMISSIONERS**

**Audit Committee**

Pless asked the Board which member will be on the Audit Committee. After discussion occurred, Commissioner Jewell will be the representative on the Audit committee.

**Late Fees**

Pless reported to the Board that Canyon River Bakers was late on paying their rent in July, August and September 2014. The county charged late fees as the payments were not made in a timely manner. Canyon River Bakers is requesting removal of \$152.88 in late fees, because of the spouse's death. Commissioner Jewell moved that the late fees of \$152.88 be written off due to bereavement. Commissioner O'Brien seconded, motion passes.

**Past Due Fair Voucher**

Pless presented a voucher that the Event Center submitted for processing, payable to the Ellensburg Rodeo Assn. in the amount of \$2,810.00 to reimburse for a 2012 bill for electrical work at the Western Town. Commissioner Jewell said to get verification from the Rodeo Assn. that the invoice has been paid, and if it has been paid, go ahead and process the voucher.

**Indirect Cost Allocation**

Pless reported that the 2013 Central Service Cost Allocation for 2015 was almost finished and would be on the next agenda. The estimated rate will be the same as it currently is; 11.25% times salaries and wages.

**APPROVED**  
4-7-15

**Upper District Court**

The amounts have been calculated and we are verifying the amounts to charge the City of Cle Elum and the City of Roslyn for court operations. The current contract does not require an amendment be signed. We will just notify all parties and send them a bill.

**Budget Reports**

Pless presented the spreadsheets/graphs for the Sales Tax, REET, Hotel-Motel, and Rental Car Tax. Commissioner Jewell stated he was working with HopeSource to handle the Grant program for the Youth Sports which is funded from the Rental Car Tax. He will be presenting the information to the Board at a later date.

Pless also presented the preliminary 2014 expenditure and revenue budget reports.

**Finance meetings**

Pless asked if the Board wanted the finance meeting to remain on the third Thursday of every month, especially since the 1<sup>st</sup> quarter of each year the Board is handling legislative issues in Olympia. Discussion occurred about the Finance Committee meetings, which is made up as the County Treasurer, County Auditor and the Chairman of the Board, with the other Board members and the Budget & Finance Manager attending. After discussion, it was decided to keep the Financial study sessions on the third Thursday of the month and on the first month of each quarter the Finance Committee would hold their meetings immediately following.

KITTITAS COUNTY  
COMMISSIONERS  
KITTITAS COUNTY, WASHINGTON

  
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Judy Pless

  
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Chairman