Board of County Commissioners  
CDS Director Meeting Minutes

DATE: July 12, 2004
TIME: 2:10 PM
COMMISSIONERS PRESENT: Max Golladay and Perry Huston
THOSE PRESENT: Allison Kimball and Catherine Dunn
OTHERS PRESENT:

TOPICS:
1. Update on Fire Marshal
2. Update on Code Enforcement
3. Update on Plan Review Turnaround Time
4. Update on New Hires
5. Agenda Staffing
6. Board issues and concerns

ATTACHMENTS:
1. None
2. None
3. None
4. None
5. None
6. None

DISCUSSION:
1. The Board went into Executive Session to discuss the Fire Marshal.
2. Kimball reported that the Code Enforcement position could be offered to the person that was second in the Building Inspector hiring. She had discussed it with the Human Resources department. The Board said to offer the position to the Fire Marshal to justify his position. Kimball said that when the Fire Marshal is correctly doing those parts of his job that have been slacking, he wouldn’t have the time to do Code Enforcement as well as his job.
3. Kimball reported that Plan Review had gone to 42 days out and she will have mandatory overtime the following weekend.
4. Dunn reported that Marco Rains, the new planner was working out well. He had attended the MountainStar site

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visit with her and Kimball. Kimball reported that Ben Compton had accepted the position of plans examiner, Lori Nikolaus would start as permit technician; Wally Thorpe would be the new building inspector and Katrina Mills would be the new intern.

5. Golladay said that he would prefer to have planning staff at the study sessions and agenda sessions for the closed record public hearings on planning issues. He said he would also like to get the packets of written records earlier. Dunn said that the record is sent to the Board when the Planning Commission Transmittal is sent up two weeks ahead of the closed record hearing.

6. Plans Examiner Rob Omans PAF was discussed. Huston said that Kimball needed to evaluate whether weekly meetings with contractors is still needed. Golladay said that he was hired as a plan reviewer and he needs to be aware that is his job.

ACTIONS:

1. No action taken.
2. No action taken.
3. No action taken.
4. No action taken.
5. Dunn would coordinate with Julie Kjorsvik, Board Clerk to make sure that Golladay's packets were received in sufficient time for his review.
6. Kimball would meet with Omans and be sure he was aware.