

# Kittitas County Solid Waste, Fair & Maintenance Study Session

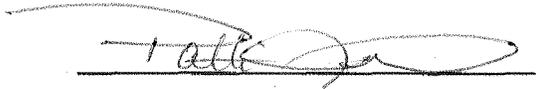
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April 14th, 2011 – 10:00 a.m.

**Those Present:**

*Obie O'Brien      Alan Crankovich      Lisa Young      Kirk Holmes*  
*Matthew Anderson      Brenda Barker      Todd Davis      Tip Hudson*

**Solid Waste:**    None – Not present



Patti Johnson, Solid Waste Director

APPROVED  
6/7/2011

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**Maintenance:** Matt Anderson

**Office Painting:** Going fine, one employee had concerns about fumes. This has been corrected with different paint. Next week will begin on Jerry Pettit's office and Auditors. Some painting is done on weekends and some week days about 50/50. No durability issues with using the new paint.

**Board Direction:** Continue on.

**Other:** Commissioner O'Brien had some questions regarding maintenance. After a meeting with Duke Senter in IS he was wondering if there is a schedule in place for cleaning the coils? Response was yes it is done in the winter and the spring. Are there other periodic maintenance plans in place? Response was nothing yet but working on getting a comprehensive plan together. Things are done on a regular schedule for what is known such as backflow testing and irrigation maintenance but nothing is documented. Reply, we are government it needs to be documented. Is there tracking for the oil changes being done by Fairgrounds maintenance staff and are we doing a 27 point inspection each time? Response was yes there is tracking in Camas, maintenance does not do an inspection just a basic oil change and car wash. What is the approximate cost including labor? Approximately \$26 to \$35 depending on the vehicle not including labor just oil and filters. Public Works has a bid with Kelleher for \$29 standard vehicle.

**Board Direction:** Follow up on a contract with service in town versus the fairgrounds staff.

  
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Matthew Anderson, Facilities Maintenance Director

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## FAIR/EVENT CENTER

**Armory Update – April 21<sup>st</sup> Mtg.:** Everything is on track. Open house scheduled for April 21<sup>st</sup> at 7:00pm in the Armory.

**Armory Staffing:** Last proposal was two people up front an Office Assistant and Office Manager. Lisa Young will add to the next study session. Also there had been some discussion on job shadowing. Matt recommends keeping all bookkeeping functions together and not moving part of it to the Auditors.

**Board Direction:** Set up meeting for further discussion when Paul Jewell can be present and also include Judy Pless.

**Generator:** There has been discussion to move generator from jail remodel to the fairgrounds. Possibly as part of the Armory Project. It would be used as a backup in emergency situations. Matt would need to check on location, fuel tank, and costs.

**Board Direction:** Check with Fred Slyfield about possible funding through the Sheriff's office.

**4-H Storage Lease:** The lease has been added to next week Mondays agenda for discussion.

**Other:** The City has approached the fairgrounds about wastewater during fair and how it is handled. The City is not happy with it going into the creek from the wash racks etc. Kirk Holmes will sit in on meeting with Matt and the City to assist. He has maps from City showing locations of drainages. Looking at different proposals, one being different valves to open and close as needed. There will be some expense but not sure how much yet, checking into grants to cover some of the expense. Working to identify steps to take short term and their costs.



Matthew Anderson, Fairgrounds Program Director

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