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

Others: Mandy Buchholz, Deputy Clerk of the Board; Julie Kjorsvik, Clerk of the Board.

At 9:00 a.m. Chairman Obie O'Brien opened the Office Administration meeting.

The Board of County Commissioners reviewed their weekly calendar.

The Board of County Commissioners approved and signed County Employee Personnel Action forms and vouchers.

The Board of County Commissioners reviewed the weekly Correspondence Log, a listing of all incoming mail and correspondence for the week ending August 16, 2013.

Commissioner Jewell moved to authorize Board signature on three separate letters to Senator Holmquist-Newbry, Representative Warnick & Representative Manweller, thanking them for their support and work relating to the acquisition of the 50,000 acres of land in the Teanaway Valley owned by the American Forest Holdings Land Company. Commissioner Berndt seconded. Motion carried 3-0.

Commissioner Jewell questioned if a discussion was needed on the proposed combined Lodging Tax Grant application process. He explained that he wanted to make sure everyone was on the same page and/or if there were questions, he would like to address them.
Commissioner Berndt and Chairman O'Brien indicated that they felt they had a good understanding of the end goal for the new combined lodging tax grant application process.

DISCUSSION  BOCC MAIN PRINTER  COMMISSIONERS

Julie Kjorsvik, Clerk of the Board asked the Board for direction on how to proceed with the BoCC main printer. She explained that she had been hoping the machine would last longer however it has become quite cumbersome to get a consistent print job completed without problems. She explained that copies had been provided in the packet today to give an idea of expense if they were to purchase a new one. She stated that staff called to see if the same company that provides maintenance to IT’s printers would work on the BoCC printer however they do not work on HP machines. She questioned if the Board would like staff to pursue having the machine fixed or replaced, etc. Chairman O'Brien questioned if there was any reason they couldn't just leave the printing to the BoCC copy machine as they have been in the interim. Commissioner Jewell questioned if they could just use the color printer and set it as the default with a default to only print black and white unless requested in color. The Board gave Ms. Kjorsvik direction to look into a color scanner and report back to the Board.

UPDATE  GENERAL UPDATES/ DEPARTMENT HEAD REPORTS  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 reviews discussions held with their respective departments and exchanges 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, overtime the Board has found it beneficial to report on the various committees they participate on.

OTHER BUSINESS

Chairman O’Brien wanted to provide the Board with an update that he will be working on a letter to Ellensburg City Manager Ted Barkley thanking him for his service and acknowledging that he is leaving since the information has hit the paper and is now a formal notice.

Meeting adjourned at 10:25 a.m.