Board members present: Chairman Obie O’Brien; Vice-Chairman Paul Jewell & Commissioner Laura Osiadacz.

Others: Mandy Buchholz, Deputy Clerk of the Board & Julie Kjorsvik, Clerk of the Board; Tip Hudson, WSU Extension Agent.

SPECIAL MEETING
OFFICE STAFF MEETING
COMMISSIONERS

At 9:00 a.m. Chairman O’Brien 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 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 October 7, 2016.

AGREEMENT
JUNK-TIQUEN
COMMISSIONERS

Commissioner Jewell moved to approve changes on a Lodging Tax Agreement for Junk-tiquen in the Burg with the presented changes. Commissioner Jewell seconded. Motion carried 3-0.

RATIFY
LETTER
COMMISSIONERS

Commissioner Jewell moved to ratify Vice-Chair signature on a letter addressed to Tom Tebb (DOE) and Jeff Tayer (WDFW) regarding a request to amend a Scope of Recreation and Conservation Office Project Number: 16-1860C to add the Teanaway Floodplain Property. He stated that this is just completing the action approved by the BoCC during a previous Public Works Study Session. Commissioner Osiadacz seconded. Motion carried 3-0.
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.

**OTHER BUSINESS -**

Commissioner Osiadacz explained that she had invited Tip Hudson (WSU Extension) to the meeting as follow up to an e-mail requesting clarification on what is and is not rentable space at the Event Center.

Mr. Hudson explained that the Extension Office is tasked with doing different types of outreach. He stated that recently a week-long training with the National Riparian Service Team which he initiated, organized, executed, etc. He stated that he charges a registration fee to pay for the presenter and some food. He indicated that it was a gray area as far as whether to bill or not, so the event center billed them $1500.00 for the week. He explained that since it was educational event that he planned and implemented as part of his job with WSU Kittitas County Extension and something that benefits Kittitas County residents he felt it should be considered interdepartmental facility usage rather than an outside group coming in to use the building.

There was discussion on ways to recoup costs in the future. There was discussion on additional discussion needing to take place with Event Center Director Mickey Webb to work on additional clarity in the rental language.

The Board agreed a one day charge would be allowed and that the invoice should be amended to reflect that, instead of a week.

Meeting adjourned at 9:55 a.m.

DEPUTY CLERK OF THE BOARD  

KITTITAS COUNTY COMMISSIONERS  

KITTITAS COUNTY, WASHINGTON  

10/10/2016 MINUTES