

**COMMISSIONERS' MINUTES
KITITAS COUNTY, WASHINGTON
COMMISSIONERS CONFERENCE ROOM
REGULAR MEETING**

MONDAY

9:00 A.M.

OCTOBER 10, 2016

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.

UPDATE

BOCC/ DEPARTMENT HEAD REPORTS

COMMISSIONERS

10/10/2016 MINUTES

1

APPROVED

10-18-16

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**



Mandy Buchholz

Obie O'Brien, Chairman