

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

**MONDAY**

**9:00 A.M.**

**AUGUST 22, 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 and one member of the public.

**SPECIAL MEETING**

**OFFICE STAFF MEETING**

**COMMISSIONERS**

At 9:00 a.m. Vice-Chairman Jewell 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 August 19, 2016.

**UPDATE**

**BOCC/ 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 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.

**LETTER**

**WDFW-OPPOSING WENAS WILDLIFE AREA**

**COMMISSIONERS**

Commissioner Jewell presented a letter regarding the Wenas Wildlife Area Target Shooting Range Proposal. He explained that the letter

was drafted with the support & recommendation of the Public Lands Advisory Committee. Commissioner Jewell moved to approve Board signature on the letter as presented. Commissioner Osiadacz seconded. Motion carried 3-0.

**DISCUSSION**

**BOCC STAFFING**

**COMMISSIONERS**

Chairman O'Brien explained that with the savings the office has had from the Records Clerk position not being filled he would like the Board to entertain a temporary fulltime Records Clerk position untill the end of the year in an effort to get things somewhat caught up. He felt looking at fulltime for 2017 is something he would like to see in the 2017 budget discussion. Commissioner Jewell questioned how it would be paid for in 2017. He stated that it has been the BoCC's approach to not fill positions with one time funding. He stated that he would support the full-time temporary position but that unless additional funding becomes available the 40 hours a week would need to drop down to 19 hours a week at the end of the year.

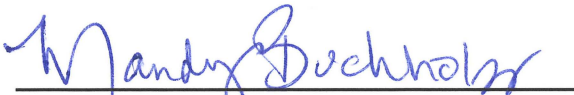
The Board authorized Julie Kjorsvik, Clerk of the Board to proceed through the process of filling the position for 40 hours a week untill 12/31/2016, noting that unless additional funding comes forward during budget discussions, then the position would go back to 19 hours a week.


**OTHER BUSINESS-N/A**

Meeting adjourned at 9:40 a.m.

**DEPUTY CLERK OF THE BOARD**

**KITTITAS COUNTY COMMISSIONERS  
KITTITAS COUNTY, WASHINGTON**

  
Mandy Buchholz

  
Obie O'Brien, Chairman