

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

**MONDAY**

**9:00 A.M.**

**DECEMBER 18, 2017**

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

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

**REGULAR MEETING**

**OFFICE STAFF MEETING**

**COMMISSIONERS**

At 9:00 a.m. 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 December 15, 2017.

**DISCUSSION**

**FACEBOOK WEEKLY POSTS**

**COMMISSIONERS**

The Board determined they would post the award they will be giving to Public Works Finance Manager, Kathy Jurgens who retired after 38 years of service; and on Friday the Board would like to post a "Merry Christmas" notice.

**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**

**JANINE BRODINE**

**COMMISSIONERS**

Commissioner Osiadacz moved to authorize the Chair's signature on a letter of denial to Janine Brodine in response to her letter asking the County to authorize reimbursement of \$500.00 to Rtown Community for the MazzMedia Art Fest video. Chairman Jewell seconded. Motion carried 2-0.

**LETTER**

**NEWLY ELECTED OFFICIALS**

**COMMISSIONERS**

Commissioner Osiadacz moved to authorize Board signature on letters to newly Elected Officials that recently won elections throughout Kittitas County. Chairman Jewell seconded. Motion carried 2-0.

Staff noted that Commissioner O'Brien signed the letters before he left so that they would have full Board signature and they would bring the letter forward to ratify his signature at the first Office Admin meeting in January.


**OTHER BUSINESS-N/A**

Meeting adjourned at 9:40 a.m.

**DEPUTY CLERK OF THE BOARD**

  
Mandy Buchholz

**KITTITAS COUNTY COMMISSIONERS  
KITTITAS COUNTY, WASHINGTON**

  
Paul Jewell, Chairman