

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

**MONDAY**

**9:00 A.M.**

**OCTOBER 27, 2008**

Board members present: Chairman Mark McClain; Vice-Chairman Alan Crankovich; Commissioner Linda Huber.

Others: Julie Kjorsvik, Clerk of the Board; Catherine Dunn, Deputy Clerk of the Board; Mandy Robinson, Deputy Clerk of the Board.

**REGULAR MEETING                      OFFICE STAFF MEETING                      COMMISSIONERS**

At approximately 9:00 a.m. Chairman McClain opened an Office Administration Meeting for the Board of County Commissioners.

**CALENDAR                                      WEEK AT A GLANCE                                      COMMISSIONERS**

The Board of County Commissioners reviewed the weekly calendar.

**PAF/VOUCHERS                      REVIEW OF PAF'S & VOUCHERS                      COMMISSIONERS**

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

**CORRESPONDENCE LOG                      REVIEW OF CORRESPONDENCE LOG                      COMMISSIONERS**

The Board of County Commissioners reviewed the weekly Correspondence Log, listing of all incoming mail and correspondence for the week ending October 10, 2008.

**E-MAIL                                      CITY OF ELLENSBURG AIRPORT ADVISORY REP                      COMMISSIONERS**

The Board reviewed an e-mail from Fennelle Miller City Council Representative. The e-mail indicated that she had been put back on the Airport Advisory Committee for the City Council Rep seat. The Board gave Deputy Clerk, Mandy Robinson direction to get a formal letter from the City of Ellensburg Manager stating that information.

**MEETINGS                                      MONDAY MORNING DEPT HEAD MEETINGS                      COMMISSIONERS**

Julie Kjorsvik, Clerk of the Board asked the Board what direction they were wanting to see the Monday Morning Department Head Meetings go in. She explained that currently there have been a lot of meetings that require action be taken, but those meetings are not

advertized with the Paper and she expressed her concern for that type of activity taking place. She also explained that currently there a lot of meetings with department heads that already have standing study sessions, and originally those meetings slots were set up for Department Heads to use that don't have study sessions and they were to be informational only. The Board thanked Julie for bringing this up and they indicated there support of an e-mail or Memo to go out to Mgmt Team reminding them of what that time is for. The Board did indicate they would see Departments that have study sessions if it was something that could not wait.

**LETTER                      BOARDS COMMITTEES AND COMMISSION CLERKS COMMISSIONERS**

Julie Kjorsvik, Clerk of the Board requested approval from the Commissioners to draft a letter on their behalf for Board signature to be placed on the next Agenda to all Boards, Committees and Commission Clerks reminding them of the importance of submitting minutes to the Board to be retained in our books for public viewing.

**OTHER BUSINESS-** Catherine Dunn, Deputy Clerk of the Board provided a draft letter for the Board to consider signing to Jeff Tayer in support following a meeting that was held back on September 24, 2008. The Board made changes on a draft copy and directed staff to make the changes on the electronic version prior to the Chairman signing the letter. Commissioner Crankovich moved to approve Chairman McClain's signature on a letter to Jeff Tayer in support of the Bald Mtn. Project. Commissioner Huber seconded. Motion carried 3-0.

Meeting adjourned at 9:30 a.m.

**DEPUTY CLERK OF THE BOARD**

**KITTITAS COUNTY COMMISSIONERS  
KITTITAS COUNTY, WASHINGTON**

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**Mandy Robinson**

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**Mark McClain, Chairman**