

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

**MONDAY**

**9:00 A.M.**

**DECEMBER 27, 2010**

Board members present: Chairman Mark McClain; Vice-Chairman Paul Jewell; Commissioner Alan Crankovich.

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

**REGULAR MEETING**

**OFFICE STAFF MEETING**

**COMMISSIONERS**

At 9:00 a.m. Chairman McClain 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 24, 2010.

**FORM**

**2011 SIGNATURE AUTHORIZATION**

**COMMISSIONERS**

Chairman McClain moved to authorize Vice-Chairman Jewell and Commissioner Crankovich to sign vouchers and payroll for 2011. Vice-Chairman Jewell seconded the motion. Motion carried, 3-0.

**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.

**OTHER BUSINESS-N/A**

**APPROVED**  
1/4/2011

Meeting adjourned at 9:40 a.m.

DEPUTY CLERK OF THE BOARD

Catherine Dunn  
Catherine Dunn

KITTITAS COUNTY COMMISSIONERS  
KITTITAS COUNTY, WASHINGTON

  
Mark McClain, Chairman

Paul Jewell, for  
Mark McClain