

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

MONDAY

9:00 A.M.

MAY 23, 2011

Board members present: Chairman Paul Jewell; Vice-Chairman Alan Crankovich; Commissioner Obie O'Brien.

Others: Mandy Robinson, Deputy Clerk of the Board; 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 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 May 20, 2011.

**RATIFY SIGNATURE**

**LOCAL RECORDS GRANT APPLICATION**

**COMMISSIONERS**

Commissioner Crankovich moved to ratify Chair Signature on an application for the Local Records Grant Program. Commissioner O'Brien seconded. 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. 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.

**OTHER BUSINESS-**

**UPDATE**

**COMMISSIONERS**

Commissioner Crankovich updated the Board on the recent SKYPE interview he sat in on for the Senior Planner position. He said they are planning a second interview and he would encourage the whole Board be present for the next interview.

Commissioner Crankovich informed the Board that the Easton Memorial Day Parade has yet to get their insurance in. He indicated that the insurance was due last Friday May 20, 2011. He explained that he had personally met with the contact person (Mr. Sweet) for the parade on the day of the deadline and at that time was assured that the paperwork would be received in our office by the end of the day. The Board directed Staff to draft a letter to Mr. Sweet notifying him of the event being cancelled, due to them not meeting the contingency of proof of insurance that the Prosecutors Office requested. It was also determined that they would extend an invite to Mr. Sweet to attend the meeting at 1:30 p.m. in the BoCC Auditorium during their Study Session with DPW/CDS, and that a letter would be signed revoking the approval of the event if proof of insurance was not provided prior to the Study Session. There would be no need to pursue the cancellation of the event if insurance is received, unless the Prosecutors Office indicates that the insurance is not sufficient.

Meeting adjourned at 9:56 a.m.

**DEPUTY CLERK OF THE BOARD**

  
Mandy Robinson

**KITTITAS COUNTY COMMISSIONERS  
KITTITAS COUNTY, WASHINGTON**

  
Paul Jewell, Chairman