

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

MONDAY

9:50 A.M.

OCTOBER 17, 2011

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

Others: Mandy Robinson, Deputy Clerk of the Board; Marsha Weyand, Assessor; Lisa Young, HR Director; Julie Kjorsvik, Clerk of the Board; Judy Pless, Budget and Finance Manager.

REGULAR MEETING

DEPARTMENT HEAD

COMMISSIONERS

At 9:50 a.m. Julie Kjorsvik, Clerk of the Board presented the Board with a request to fill a 30 hour a week Board Clerk/Receptionist position. She discussed the importance of the Board of Equalization Clerk and the urgency of getting a Clerk hired before they are deep into appeal season. She noted that there had been prior discussions regarding the BOE Clerk and contracting out that position, however after further discussions with staff, it was decided that there is a lot of value and importance in having a person in the office that citizens can talk to in person or on the phone. She reviewed the proposed duties that this position would have as well as the funding source and the salary and benefit percentage proposal.

Commissioner O'Brien and Jewell expressed reservations on the appearance of filling this position. Commissioner O'Brien also stated that he felt comfortable filling it knowing there are dedicated funding sources.

Commissioner O'Brien questioned if there was any possibility in bringing back the former BOE Clerk temporarily until the position gets officially filled.

The Board approved the request to fill the 30 hour a week Board Clerk/Receptionist position.

Meeting adjourned at 10:00 a.m.

**KITITAS COUNTY COMMISSIONERS
DEPUTY CLERK OF THE BOARD**



Mandy Robinson

KITITAS COUNTY, WASHINGTON



Paul Jewell, Commissioner