

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

**MONDAY**

**9:00 A.M.**

**FEBRUARY 6, 2012**

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

Others: Mandy Robinson, Deputy Clerk of the Board; Julie Kjorsvik, Clerk of the Board; Kirk Holmes, Public Works Director.

**REGULAR MEETING**

**OFFICE STAFF MEETING**

**COMMISSIONERS**

At 9:00 a.m. Chairman Crankovich 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 February 6, 2012.

**RATIFY**

**OSHA 300A**

**HUMAN RESOURCES**

Commissioner Jewell moved to ratify Chair's signature on the 2011 OSHA 300A form originally signed on January 31, 2012, to comply with the law. Commissioner O'Brien seconded. Motion carried 3-0.

**LETTER**

**REP. BEUTLER/ REP. LARSEN**

**COMMISSIONERS**

Commissioner Crankovich reviewed two letters that were drafted and prepared for the Boards consideration. He explained that they were brought forward by the Public Health Department's Director, Maria Canfield. He explained that the letters are asking Representative Jaime Herrera Beutler and Representative Rick Larsen for their support of the National Scenic Byways and to support eliminating the language to repeal the program in the proposed Surface Transportation Bill presented by Chairman Mica. Commissioner Jewell moved to approve both letters with the discussed grammatical

changes, as well as putting the letters on County letterhead.  
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.*

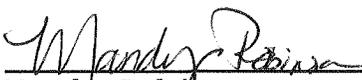
**OTHER BUSINESS-**

Kirk Holmes, Public Works Director indicated that they had recently held interviews for an Engineer Tech II position. He stated that out of the seven interviews two were obviously more qualified than the others, and of those two applicants one stood out to the interview panel far more than the other. He explained that the job description is very detailed and requires a lot out of that position. He felt that the pay scale needed to be evaluated and noted that he was going to meet with Human Resources to discuss that. He explained to the Board that he would like them to consider allowing him to bring the desired candidate in above the mid-point of the pay scale however in doing that if the Board approves, it will not leave a great deal of room for him to grow within the scale. He indicated that he would like the Board to allow him to negotiate with the candidate.

The Board expressed their concerns regarding consistency practices with prior requests that are similar in nature. It was noted that no action could be given today as the request missed the deadline for advertising. Mr. Holmes indicated that he would continue to negotiate with the applicant and keep the Board informed if he got to a point where he needed to get approval.

Meeting adjourned at 9:40 a.m.

**DEPUTY CLERK OF THE BOARD**

  
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Mandy Robinson

**KITTITAS COUNTY COMMISSIONERS  
KITTITAS COUNTY, WASHINGTON**

  
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Alan Crankovich, Chairman