

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

**MONDAY**

**9:00 A.M.**

**DECEMBER 29, 2008**

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

Others: Julie Kjorsvik, Clerk of the Board; Catherine Dunn, 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 December 23, 2008. The Board of County Commissioners office was closed December 24, 25 and 26<sup>th</sup> for the holidays.

**LETTER**

**MUNICIPAL CLERKS EDUCATION FOUNDATION**

**COMMISSIONERS**

Commissioner Jewell moved to approve and authorize the Vice-Chairman's signature on a letter to the Municipal Clerks Education Foundation of IIMC, in support of a scholarship application for Julie Kjorsvik to attend the Northwest Clerks Institute conference in June 2009. Commissioner Crankovich seconded. Motion carried 3-0.

**OTHER BUSINESS- N/A**

Meeting adjourned at 9:30 a.m.

CLERK OF THE BOARD

KITTITAS COUNTY COMMISSIONERS  
KITTITAS COUNTY, WASHINGTON

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Julie Kjorsvik

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Alan Crankovich, Vice-Chairman