

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

**TUESDAY**

**2:30 P.M.**

**JANUARY 7, 2020**

Board members present: Chairman Brett Wachsmith; Vice-Chairman Laura Osiadacz; and Commissioner Cory Wright.

Others: Julie Kjorsvik, Clerk of the Board; Patti Johnson, Solid Waste Director/Project Manager/Interim Maintenance Director; Tristen Lamb, Public Health Administrator; and Amy Cziske, Treasurer.

**SPECIAL MEETING      WAGE SURVEY/MAINTENANCE STAFFING      HUMAN RESOURCES**

At 2:30 p.m. Chairman Wachsmith opened a Special Meeting to discuss the recent wage survey and staffing in the Maintenance Department.

Patti Johnson, Solid Waste Director/Project Manager/Interim Maintenance Director, explained how they were losing their Tech. 1 employee to the Event Center and she wanted to get direction from the Board on how they'd like to proceed moving forward with the Maintenance Department. She reviewed examples of various ways and positions to re-organize the Maintenance Department and the impacts to the budget. Some positions discussed were an Assistant Director; a Lead position; and a blended position of Solid Waste Director/Maintenance Director. Another option to consider was to have a few hours dedicated to administration in the Solid Waste Department. She said if no one is in the Maintenance Department office, the phone is not answered, and they could forward it to the Solid Waste Department during business hours where messages could be taken. There was discussion on the need of having a preventative maintenance plan. Ms. Johnson explained how she had already started the plan before the recent Maintenance Director was hired and it wouldn't take much for her to start working on it again. The Board authorized advertising for the Maintenance Tech. 1 position and to add further discussion on the reorganization of the Maintenance Department at the next Solid Waste Study Session.

Lisa Young, Human Resource Director, reviewed group scenarios with wage scales for Administrative Assistant positions. She provided options for the Boards consideration and after review and discussion, the Board indicated they'd like to go with Option C-1. There was discussion on implementation of the wage survey. The Board determined they'd like to have a Special Meeting with Judy Pless, Budget & Finance Manager along with Ms. Young for further discussion and to also obtain data from the Auditor's office. Once that meeting has been completed at that time, they would like to schedule


a Special Meeting with the Management Team to provide information on the implementation of the wage survey.

Meeting adjourned at 3:20 p.m.

**CLERK OF THE BOARD**

  
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Julie Kjorsvik

**KITTITAS COUNTY COMMISSIONERS  
KITTITAS COUNTY, WASHINGTON**

  
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Brett Wachsmith, Chairman