

**COMMISSIONERS' MINUTES  
KITITAS COUNTY, WASHINGTON  
WEBEX/CONF. ROOM  
REGULAR MEETING**

**MONDAY**

**9:00 A.M.**

**SEPTEMBER 27, 2021**

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

Others: Mandy Buchholz, Administrative Supervisor; Julie Kjorsvik, Clerk of the Board; Taylor Crouch, Admin. Assistant; Carly Brettmann, Communications Director; Jerry Pettit, Auditor.

**SPECIAL MEETING**

**OFFICE STAFF MEETING**

**COMMISSIONERS**

At 9:00 a.m. Chairman Wachsmith 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 September 24, 2021.

**REQUEST**

**COUNTY NOISE ORDINANCE**

**COMMISSIONERS**

Commissioner Wright moved to approve a request for a waiver to the County Noise Ordinance from Brad Bird, to hold a private party at his residence on October 2, 2021 until 1:00 a.m. October 3, 2021 at 2602 E. Coho Road, Ellensburg, WA 98926, subject to Mr. Bird submitting a listing of addresses that are within 1,000 feet of his residence, notifying them of the party by no later than September 30, 2021 at 5:00 p.m. Chairman Wachsmith seconded. Motion carried 2-0.

**APPOINTMENT**

**DDAC - STEARNS**

**COMMISSIONERS**

Commissioner Wright moved to appoint Sawyer Stearns to the Kittitas County Developmental Disabilities Advisory Committee for a 3-year term effective immediately and ending 12/31/2024. Chairman Wachsmith

seconded. Motion carried 2-0.

**RATIFY** **WSLCB - SUNCADIA** **COMMISSIONERS**

Item pulled. It will be considered the week of 10/4/2021.

**LETTER** **CHAIR SIGNATURE - SAO** **AUDITOR**

Commissioner Wright moved to approve and authorize Chair signature on a letter to the State Auditor's Office regarding the 2020 Audit. Chairman Wachsmith seconded. Motion carried 2-0.

**RESOLUTION 2021-145** **BOCC OFFICE HOURS** **COMMISSIONERS**

Commissioner Osiadacz moved to approve Resolution No. 2021-145, Setting the Office Hours for the Board of County Commissioners. Commissioner Wright seconded. The Board agreed that there had been no issues expressed and it seemed to be going well. Motion carried 2-0.

Mandy Buchholz, Administrative Supervisor stated that they intended to order signs reflecting the change and would like to include a sign in the order for the Communications Director. She questioned if her office hours had been set yet and if not if they were known. Ms. Brettmann stated she would work with Ms. Kjorsvik for ordering the signage.

**UPDATE** **COMMUNICATIONS DIRECTOR** **COMMISSIONERS**

Carly Brettmann, Communications Director provided updates and received recommendations from the Board on what they felt was a priority focus for her. The Board discussed Facebook posts for the week they wanted to be published.

**UPDATE** **BOCC/ DEPARTMENT HEAD REPORTS** **COMMISSIONERS**

Each Commissioner was assigned three different Department Heads to meet with on a weekly basis. The assignments for 2021 were determined at the Board of County Commissioners Office Admin meeting on 1-11-2021.

Each Commissioner reviewed discussions held with their respective departments and exchanged details of those meetings.

**OTHER BUSINESS/GENERAL UPDATES**

There were general updates on meetings & conversations that the Board participated in, individually over the past week.

Jeanne Killgore, HR Rep stated that one of the selected HR Director Interview Panel members can't participate and asked if the Board would like to recommend another employee to the panel. The Board stated they would like to discuss it at the HR Study Session on Tuesday September 28<sup>th</sup>, 2021 so that the full Board could make a recommendation.

Meeting adjourned at 9:40 a.m.

**ADMINISTRATIVE SUPERVISOR**



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**Mandy Buchholz**

**KITTITAS COUNTY COMMISSIONERS  
KITTITAS COUNTY, WASHINGTON**



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**Brett Wachsmith, Chairman**