

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

**MONDAY**

**9:00 A.M.**

**DECEMBER 2, 2024**

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

Others: Mandy Buchholz, Office Administrator; Shelise Smithgall, Administrative Assistant; Julie Kjorsvik, Clerk of the Board and one member of the public.

**REGULAR MEETING**

**OFFICE STAFF MEETING**

**COMMISSIONERS**

At 9:00 a.m. Chairman Wachsmith opened the Office Administration meeting.

**PUBLIC COMMENT - N/A**

**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 November 27, 2024 (due to the holiday).

**DISCUSSION**

**COUNTY FACEBOOK**

**COMMISSIONERS**

The Board determined that for the week of December 2, 2024, they would post the following on their Facebook page: Cle Elum/Roslyn XC Team Proclamation; Budget Press Release; and Resources for the Holidays to assist residents of Kittitas County with their holiday needs.

**UPDATE**

**BOCC/ DEPARTMENT HEAD REPORTS**

**COMMISSIONERS**

Each Commissioner was assigned three different Department Heads to meet with on a weekly basis for the year. The assignments for 2024 were determined at the Board of County Commissioners Office Admin meeting earlier on and they will continue to provide updates at

future meetings.

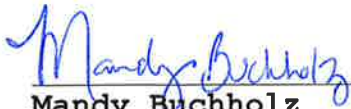
Each Commissioner reviewed discussions held with their respective departments and exchanged details of those meetings.

**OTHER BUSINESS/GENERAL UPDATES**

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

Meeting concluded at 9:16 a.m.

**OFFICE ADMINISTRATOR**

  
Mandy Buchholz

**KITTITAS COUNTY COMMISSIONERS  
KITTITAS COUNTY, WASHINGTON**

  
Brett Wachsmith, Chairman