

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

MONDAY

9:00 A.M.

APRIL 28, 2025

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

Others: Mandy Buchholz, Office Administrator; Julie Kjorsvik, Clerk of the Board; Shelise Smithgall, Administrative Assistant; Patti Stacey, Facilities Director; Jeanne Killgore, HR Director; Chelsey Loeffers, Public Health Director and one member of the public.

REGULAR MEETING

OFFICE STAFF MEETING

COMMISSIONERS

At 9:03 a.m. Chairman Osiadacz 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. * Note, there were no PAF's this week.

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 April 25, 2025.

REQUEST

CHANGE ORDER JACOBS ENGINEERING

SOLID WASTE

Patti Stacey, Facilities Director, stated that with the recent resignation of Casey McFarlane, Project Manager, and approximately 6-9 months left on the new lower County Transfer Station, Jacobs has put forward an offer to handle the Project Management of the project. She stated that with the other projects she is overseeing, she doesn't have the time to take this one on. Commissioner Wachsmith moved to approve and authorize Chair signature on Change Order 11 as presented. Chairman Osiadacz seconded. Motion carried 2-0.

EXECUTIVE SESSION

PERFORMANCE OF AN EMPLOYEE

SOLID WASTE

At 9:09 a.m. Chairman Osiadacz announced the Board would recess into an Executive Session for 5 minutes with Jeanne Killgore, HR Director and Patti Stacey, Facilities Director under RCW 42.30.110(g) to evaluate the qualifications of an applicant for public employment or to review the performance of a public employee. However, subject to RCW 42.30.140(4), discussion by a governing body of salaries, wages, and other conditions of employment to be generally applied within the agency shall occur in a meeting open to the public, and when a governing body elects to take final action hiring, setting the salary of an individual employee or class of employees, or discharging or disciplining an employee, that action shall be taken in a meeting open to the public. Possible action anticipated.

At 9:14 a.m. the Board reconvened out of Executive Session. Staff was directed to work with legal on the correct way to obtain contractors to work on HVAC for the County.

UPDATE

WHITE BOARD

COMMISSIONERS

The Board reviewed their current whiteboard topics and provided status updates.

DISCUSSION

COUNTY FACEBOOK

COMMISSIONERS

The Board determined that for the week of April 28, 2025, they would post the following on their Facebook page: Notice of the Snoqualmie Pass Comprehensive Safety Action Plan Meeting to be held May 1, 2025 from 4-6pm at the Snoqualmie Pass Fire & Rescue Station; Kittitas County Master Gardeners Class on Saturday May 3rd at 10:00 a.m. regarding Container Gardening at the Armory in Ellensburg; Encouraging Citizens to Register to Vote and how to register.

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 2025 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.

Chairman Osiadacz provided and discussed the proposed agenda received from the City of Ellensburg for the Joint City/County Meeting in May. Commissioner Wachsmith discussed some items on the agenda he felt were not ready yet for a formal discussion, primarily due to the fact that the work has only just started, and there would not be much to present or report on, at this time. The Board agreed to request that the City remove item 4A on the draft agenda for the County 5-Year Homelessness Plan Update. Staff was asked to extend an invite to the CDS Director, Public Works Director, and the BoCC's Attorney Stephanie Hartung.

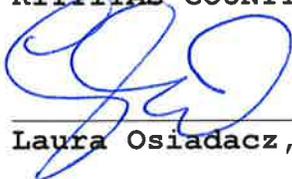
Julie Kjorsvik, Clerk of the Board, asked if the Board would like to receive brief weekly updates regarding the Wellness & EIC Updates. She stated they could be during other business and fairly informal. The Commissioners were supportive of the idea and felt it would be good to hear firsthand about the feedback being received for the events and activities the County is putting on.

Meeting concluded at 9:55 a.m.

OFFICE ADMINISTRATOR


Mandy Buchholz

**KITTITAS COUNTY COMMISSIONERS
KITTITAS COUNTY, WASHINGTON**


Laura Osiadacz, Chairman