

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

**TUESDAY**

**9:00 A.M.**

**MAY 27, 2025**

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

Others: Mandy Buchholz, Office Administrator; Shelise Smithgall, Administrative Assistant; Patti Stacey, Facilities Maintenance Director; Patricia Todd, Deputy Prosecutor III.

**SPECIAL MEETING**

**OFFICE STAFF MEETING**

**COMMISSIONERS**

At 9:00 a.m. Vice-Chairman Wright 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 May 23, 2025.

**AGREEMENTS**

**GREAT WESTERN/McKINSTRY**

**SOLID WASTE**

Commissioner Wachsmith moved to approve and authorize Board signature on two Professional Service Agreements: one between Kittitas County & Great Western Engineering Inc., for the Solid Waste Management Plan and the second one between Kittitas County and McKinstry Essention Inc., to perform an Energy Audit at the Jail and the Courthouse paid for by Commerce. Vice-Chairman Wright seconded. Motion carried 2-0.

**RESOLUTION**

**LITIGATION JACKSON JET CENTER**

**PROSECUTOR**

Commissioner Wachsmith moved to approve Resolution No. 2025-104, a Resolution Authorizing Resolution of Litigation with Jackson Jet

Center LLC., as presented. Vice-Chairman Wright seconded. Motion carried 2-0.

**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 May 27, 2025, they would post the following on their Facebook page: Doug Mitchell, Deputy Prosecutor's retirement; Informational facts about Misdemeanant Probation; Cold Water Warning from the Sheriff's Office.

**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**

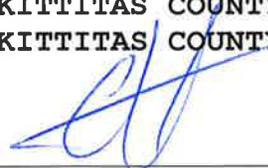
There were general updates on meetings & conversations that the Board participated in, individually, over the past week.

Meeting concluded at 9:23 a.m.

**OFFICE ADMINISTRATOR**

  
Mandy Buchholz

**KITTITAS COUNTY COMMISSIONERS  
KITTITAS COUNTY, WASHINGTON**

  
Cory Wright, Vice-Chairman