

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

**MONDAY**

**9:00 A.M.**

**JUNE 30, 2025**

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

Others: Mandy Buchholz, Office Administrator; Darren Higashiyama, Chief Deputy; Marvin Douvier, Deputy Fire Marshal; and one member of the public.

**REGULAR MEETING**

**OFFICE STAFF MEETING**

**COMMISSIONERS**

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

**PUBLIC COMMENT**

Amy McGuffin, Kittitas County Chamber CEO, reviewed some questions she had after reviewing the Boards, Committee's and Commissions Handbook for the County.

**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 June 27, 2025.

**RESOLUTION 2025-129**

**BURN BAN - JULY 1, 2025**

**FIRE MARSHAL**

Commissioner Wachsmith moved to approve Resolution No. 2025-129, a Resolution Declaring a Ban on Outdoor Burning. Chairman Osiadacz seconded. Motion carried 2-0.

**UPDATE**

**WHITE BOARD**

**COMMISSIONERS**

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

**APPROVED**  
8/5/2025

**DISCUSSION**

**COUNTY FACEBOOK**

**COMMISSIONERS**

The Board determined that for the week of June 30, 2025, they would post the following on their Facebook page: 4<sup>th</sup> of July County Office Closure notice.

**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.

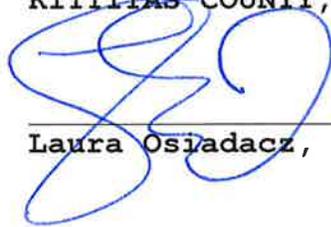
**OTHER BUSINESS/GENERAL UPDATES**

Meeting concluded at 9:30 a.m.

**OFFICE ADMINISTRATOR**

**KITTITAS COUNTY COMMISSIONERS  
KITTITAS COUNTY, WASHINGTON**

  
Mandy Buchholz

  
Laura Osiadacz, Chairman