

**COMMISSIONERS' MINUTES  
KITITAS COUNTY, WASHINGTON  
AGENDA SESSION  
REGULAR MEETING**

**TUESDAY**

**10:00 A.M.**

**SEPTEMBER 16, 2025**

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

Others: Julie Kjorsvik, Clerk of the Board; Mandy Buchholz, Office Administrator; Josh Fredrickson, Public Works Director; Reid Burbank, Finance Manager; Patricia Todd, Deputy Prosecutor III; Patti Stacey, Facilities Director; Zack DeHaven, Budget & Finance Director; Arden Thomas, Water Resource Program Manager; Zane Kinney, Assistant IT Director; Doug Fessler, IT Director; Jodi Larsen, Office Administrator; Jamey Ayling, Planning Manager; and 2 members of the public.

**CALL TO ORDER**

Chairman Osiadacz called the meeting to order.

**PLEDGE OF ALLEGIANCE**

Chairman Osiadacz led the Pledge of Allegiance.

**INTRODUCTION OF NEW COUNTY EMPLOYEES**

Julie Kjorsvik, Clerk of the Board, introduced Jodi Larsen as their new Office Administrator.

**PROCLAMATIONS - NONE**

**AWARDS & RECOGNITIONS - NONE**

**APPROVAL OF AGENDA**

Vice-Chairman Wright moved to approve the Agenda, as presented. Commissioner Wachsmith seconded. Motion carried 3-0.

**CONSENT AGENDA**

At the conclusion of reviewing each item Vice-Chairman Wright moved to approve the Consent Agenda, as presented. Commissioner Wachsmith seconded. Motion carried 3-0.

APPROVED

10/07/2025

**MINUTES**

<b>DATE</b>	<b>MINUTES</b>
6/23/2025	CDS Study Session - Cancelled
7/28/2025	CDS Study Session
8/11/2025	CDS Study Session - Cancelled
8/19/2025	Public Hearings
8/25/2025	CDS Study Session
8/25/2025	DPW Study Session
8/26/2025	HR Study Session
9/1/2025	BoCC Admin Meeting - Cancelled
9/2/2025	BoCC Admin Meeting
9/2/2025	BoCC Regular Agenda Session
9/8/2025	BoCC Admin Meeting
9/8/2025	DPW Study Session - Cancelled
9/9/2025	HR Study Session - Cancelled

**RESOLUTION 2025-164**

**OPIOID LITIGATION**

**PROSECUTOR**

Approve Resolution No. 2025-164, Authorizing Acceptance and County Participation in the Washington State Allocation Agreement of Funds Paid by the Purdue Bankruptcy and Certain Opioid Manufactures and Authorizing Signature on All Required Participation Forms.

**SET PUBLIC HEARING**

**LAND DEVELOPMENT CODE AMENDMENT**

**CDS**

Approve Setting a Public Hearing to consider Four Land Development Code Amendments, to be held on Tuesday October 7, 2025, at 2:00 p.m. in the Commissioners Auditorium, Room 109, Kittitas County Courthouse 204 West 5<sup>th</sup> Avenue Ellensburg, WA and to authorize the Clerk to publish said notice.

**AGREEMENT**

**PARAMETRIX**

**SOLID WASTE**

Approve an Agreement for Services between Kittitas County and Parametrix, to provide on-call environmental engineering services through December 31, 2032.

**RESOLUTION 2025-165****FUND BALANCE POLICY****AUDITOR**

Approve Resolution No. 2025-165, Adopting the Kittitas County Fund Balance Policy.

**CONTRACT****KELLEY CREATE****AUDITOR**

Approve and authorize a Contract between Kelley Create and the Kittitas County Auditor for the rental and maintenance agreement for mailing equipment, in the amount of \$30,634.80.

**RESOLUTION 2025-166****REET 1 - NEW TRANSFER STATION****AUDITOR**

Approve Resolution No. 2025-166, Authorizing Use of "REET 1" Revenues for Debt-Service Costs Relating to the Construction of a New Transfer Station Facility.

**SET PUBLIC HEARING****EXERCISE OF CONDEMNATION AUTHORITY****PUBLIC WORKS**

Approve Setting a Public Hearing to consider the Exercise of Condemnation Authority Under RCW 8.08.010 for the Acquisition of Right-of-Way and a Temporary Construction Easement for Flood Mitigation on Whiskey Creek, to be held at 2:00 p.m. on Tuesday October 21, 2025, in the Commissioners Auditorium, Room 109, Kittitas County Courthouse 205 West 5<sup>th</sup> Avenue Ellensburg, WA and to authorize the Clerk to publish said notice.

**RESOLUTION 2025-167****LIGHTCURVE****PUBLIC WORKS**

Approve Resolution No. 2025-167, Authorizing the Selection of Lightcurve for the Design, Build and Maintenance of Broadband Networks Associated with the WSBO Grant Funding and to Authorize the Chair of the Board to Execute a Professional Services Agreement for Said Project.

**RESOLUTION 2025-168****J-U-B ENGINEERS****PUBLIC WORKS**

Approve Resolution No. 2025-168, Authorizing the Chair's Signature on J-U-B Engineering Task Order 2025-01 for the Bowers Field Hangar Taxilane Project Design.

**RESOLUTION 2025-169****FISH COMMUNITY FOOD BANK****PUBLIC WORKS**

Approve Resolution No. 2025-169, Authorizing the Chair's Signature on an Agreement for Land Lease Payment Plan with FISH Community Food Bank.

**AGREEMENT****ELLENSBURG PALLETS, LLC****PUBLIC WORKS**

Approve a Lease Agreement between Kittitas County and Ellensburg Pallets, LLC, for Lot C-38 of the Kittitas County Airport Amended

Binding Site Plan along with buildings upon said Lot.

**CORRESPONDENCE - NONE**

**ADMINISTRATIVE MATTERS**

**LETTER**

**KITTITAS VALLEY FIRE & RESCUE**

**COMMISSIONERS**

Vice-Chairman Wright moved to approve a Letter to Ross Ogan, Chair of Board of Fire Commissioners, for Kittitas Valley Fire & Rescue, regarding potential fire protection assessment fees on tax-exempt structures owned by Kittitas County. Commissioner Wachsmith seconded. Motion carried 3-0.

**CITIZEN COMMENTS - NONE**

**BOARD DISCUSSION/DECISION ITEMS - NONE**

**MISCELLANEOUS - NONE**

**EXECUTIVE SESSION**

At 10:14 a.m. Chairman Osiadacz announced the Board would recess into an Executive Session for 10 minutes with Patricia Todd, Deputy Prosecutor III, Patti Stacey, Facilities Director, Doug Fessler, IT Director, and Zane Kinney, Assistant IT Director, under 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. No action was anticipated.

At 10:24 a.m. the Board reconvened out of Executive Session. No action was taken.

At 10:24 a.m. Chairman Osiadacz announced the Board would recess back into Executive Session for 15 minutes with Patricia Todd, Deputy Prosecutor III, Patti Stacey, Facilities Director, Doug Fessler, IT Director, and Zane Kinney, Assistant IT Director, under 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. No action was anticipated.

At 10:39 a.m. the Board reconvened out of Executive Session. No action was taken.

At 10:39 a.m. Chairman Osiadacz announced the Board would recess back into Executive Session for 20 minutes with Patricia Todd, Deputy Prosecutor III, Patti Stacey, Facilities Director, Doug Fessler, IT Director, and Zane Kinney, Assistant IT Director, under 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. No action was anticipated.

At 10:59 a.m. the Board reconvened out of Executive Session. No action was taken.

At 10:59 a.m. Chairman Osiadacz announced the Board would recess back into Executive Session for 30 minutes with Patricia Todd, Deputy Prosecutor III, Patti Stacey, Facilities Director, Doug Fessler, IT Director, and Zane Kinney, Assistant IT Director, under 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. No action was anticipated. 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. No action was anticipated.

At 11:29 a.m. the Board reconvened out of Executive Session. No action was taken.

At 11:29 a.m. Chairman Osiadacz announced the Board would recess back into Executive Session for 3 minutes with Patricia Todd, Deputy Prosecutor III, Patti Stacey, Facilities Director, Doug Fessler, IT Director, and Zane Kinney, Assistant IT Director, under 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. No

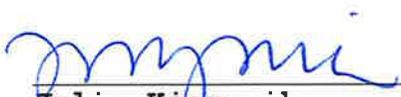
action was anticipated.42.30.140(4), discussion by a governing body of salaries, wages, and other conditions of employment to be generally applied within the agency shall occur in a meeting open to the public, and when a governing body elects to take final action hiring, setting the salary of an individual employee or class of employees, or discharging or disciplining an employee, that action shall be taken in a meeting open to the public. No action was anticipated.

At 11:32 a.m. the Board reconvened out of Executive Session. No action was taken.

**CONCLUDED**

The meeting concluded at 11:32 a.m.

**CLERK OF THE BOARD**

  
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Julie Kjorsvik

**KITTITAS COUNTY COMMISSIONERS  
KITTITAS COUNTY, WASHINGTON**

  
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Laura Osiadacz, Chairman