

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

MONDAY

9:00 A.M.

MAY 4, 2026

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

Others: Mandy Buchholz, Office Administrator; Jodi Larsen, Office Administrator; Julie Kjorsvik, Clerk of the Board; Zack DeHaven, Budget and Finance Director; Jeanne Killgore, HR Director; Charlie Smith, Projects & Contracts Manager and one member of the public.

REGULAR MEETING

OFFICE STAFF MEETING

COMMISSIONERS

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

PUBLIC COMMENT

Amy McGuffin, Kittitas County Chamber CEO stated that the Opportunity Zone Applications are in the works.

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 1, 2026.

RATIFY

WSLCB - EASTON MEMORIAL DAY

COMMISSIONERS

Vice-Chairman Wachsmith moved to approve and ratify the signature of Commissioner Osiadacz on a non-objection letter to the Washington State Liquor and Cannabis Board, for the Easton Memorial Day Special Event, noting it was due to the time sensitivity of the application. Chairman Wright seconded. Motion carried 2-0.

AGREEMENT

YAKIMA HUMANE SOCIETY

AUDITOR

APPROVED
May 19 2026

Vice-Chairman Wachsmith moved to approve and authorize Board signature on an Agreement for Services between Kittitas County and Yakima Humane Society from 1/1/2026 - 12/31/2028. Chairman Wright seconded. Motion carried 2-0.

EXECUTIVE SESSION

COMMISSIONERS

At 9:19 a.m. Chairman Wright announced the Board would recess into an Executive Session for 10 minutes, with Jeanne Killgore, HR 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 9:29 a.m. the Board reconvened out of Executive Session. The Board signed a PAF for newly appointed Maintenance Director, Cody Cupp, as presented.

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 4, 2026, they would post the following on their Facebook page: Court Interpreters Appreciation Day May 6, 2026; Dana Glenn, Appraiser IV Retirement; and Filing Week reminder from the County Auditor's Facebook Post.

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 2026 were determined during a Board of County Commissioners Office Admin meeting 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 9:29 a.m.

OFFICE ADMINISTRATOR



Mandy Buchholz

**KITTITAS COUNTY COMMISSIONERS
KITTITAS COUNTY, WASHINGTON**



Cory Wright, Chairman