

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

MONDAY

9:00 A.M.

AUGUST 31, 2026

Board members present: Chairman Brett Wachsmith; Vice-Chairman Laura Osiadacz. Dist. #1 Seat - Vacant.

Others: Mandy Buchholz, Office Administrator; Jodi Larsen, Office Administrator; Julie Kjorsvik, Clerk of the Board and one member of the public.

REGULAR MEETING

OFFICE STAFF MEETING

COMMISSIONERS

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

PUBLIC COMMENT - NONE

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 August 28, 2026.

UPDATE

WHITE BOARD

COMMISSIONERS

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

REQUEST

NOISE ORDINANCE - BROWN

COMMISSIONERS

Vice-Chairman Osiadacz moved to approve a Request for a Noise Ordinance Exemption Waiver for Merrick Lynn Rickie Brown for Saturday the 20th of September 2026, until midnight, located at 221 Cattail Road, Ellensburg, WA 98926. Chairman Wachsmith seconded. Motion carried 2-0.

REQUEST SPECIAL EVENT - COLUMBIA RIVER HALF IRON

COMMISSIONERS

Vice-Chairman Osiadacz moved to approve the Special Event Application submitted by Michael Brisbois to hold the Columbia River Half Ironman on September 27, 2026, as presented, noting that the requirements from Public Works are to be honored, and to approve the request for a waiver to KCC 5.20.100 (Penal Bond). Chairman Wachsmith seconded. Motion carried 2-0.

DISCUSSION

COUNTY FACEBOOK

COMMISSIONERS

The Board determined that for the week of August 31, 2026, they would post the following on their Facebook page: Holiday Closure on September 7, 2026 (Labor Day); Proclamation Declaring September 8, 2026, as Kittitas High School FCCLA Day; New Commissioner Announcement and Public Health Communications Project Survey.

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.

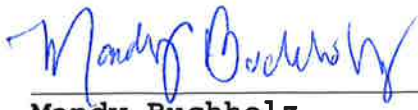
OTHER BUSINESS/GENERAL UPDATES - There were general updates on meetings & conversations that the Board participated in, individually, over the past week.

Jodi Larsen, Office Administrator, stated that there will be a meeting later today with staff from the Auditor's Office, but she wanted to touch base with the Board regarding the responsibilities that had been shared with her for the LTAC Clerk position. She reviewed the duties outlined by Dora Van Epps, Accountant III, and noted that they included significant accounting responsibilities that had not been discussed when the office agreed to fill in for the position. She stated that she understood the Clerking and contracting duties but had not previously been informed that reimbursements and vouchers would also be included.

Jodi asked for clarification regarding the Board's expectations for the additional duties. The Board and Clerk of the Board Julie Kjorsvik agreed that the office's role would be to assume the duties previously performed by the position when it was housed within the office, and that the accounting-related duties would remain with the Auditor's Office.

Meeting concluded at 9:28 a.m.

OFFICE ADMINISTRATOR



Mandy Buchholz

**KITTITAS COUNTY COMMISSIONERS
KITTITAS COUNTY, WASHINGTON**



Brett Wachsmith, Chairman