

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

TUESDAY

9:00 A.M.

SEPTEMBER 8, 2026

Board members present: Chairman Brett Wachsmith; Vice-Chairman Laura Osiadacz; Commissioner Jeff Leichleiter.

Others: Mandy Buchholz, Office Administrator; Jodi Larsen, Office Administrator; Julie Kjorsvik, Clerk of the Board and Jessica Miller, Office Administrator - CDS.

SPECIAL 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 September 4, 2026.

UPDATE

WHITE BOARD

COMMISSIONERS

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

FORM

DOR FORM REV 64 0049

COMMISSIONERS

Vice-Chairman Osiadacz moved to approve and authorize Board signature on Department of Revenue Form REV 64 0049 allowing the BoE to convene. Chairman Wachsmith seconded. Motion carried 3-0.

DISCUSSION

COUNTY FACEBOOK

COMMISSIONERS

The Board determined that for the week of September 7, 2026, they

APPROVED
9/15/26

would post the following on their Facebook page: Communications Survey; 9/11 Remembrance Ceremony at KCFD #7 Station 76; Thank you to the Fair Board, Rodeo Board and all the Volunteers for putting on a great Labor Day Weekend.

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 9:41 a.m.

OFFICE ADMINISTRATOR


Mandy Buchholz

**KITTITAS COUNTY COMMISSIONERS
KITTITAS COUNTY, WASHINGTON**


Brett Wachsmith, Chairman