COMMISSIONERS' MINUTES
KITTITAS COUNTY, WASHINGTON
CONFERENCE ROOM
REGULAR MEETING

MONDAY **9:00 A.M.** **SEPTEMBER 14, 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; James McCubbin, Deputy Prosecutor III; Cory Wright, ED of ED - COG 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 September 11, 2026.

UPDATE **WHITE BOARD** **COMMISSIONERS**

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

ACKNOWLEDGE **COG LEASE EXPENDITURE** **COMMISSIONERS**

Vice-Chairman Osiadacz moved to acknowledge the approval from the Kittitas County Conference of Governments authorizing the expenditure of up to $1,000 per month for the lease of office space for the Economic Development Office. Commissioner Leichleiter seconded. Motion carried 3-0.

APPROVED
10/6/2026

APPROVE **LEASE FOR ED OFFICE** **COMMISSIONERS**

Vice-Chairman Osiadacz moved to approve Chair signature on a one year lease for Office Space at the Lakeshore Office Park for the Economic Development Office location, at a cost not to exceed $1,000.00 per month. Commissioner Leichleiter seconded. Motion carried 3-0.

APPOINTMENT **LODGING TAX - HOLDEN** **COMMISSIONERS**

Vice-Chairman Osiadacz moved to approve the appointment of Alyssa Holden to the Kittitas County Lodging Tax Advisory Committee (LTAC), to the vacant seat of Upper County Entity who receives the funds. Commissioner Leichleiter seconded. Motion carried 3-0.

REVIEW **COMMISSIONER COMMITTEE'S** **COMMISSIONERS**

Staff provided copies of the 2026 committees that the Commissioners serve on. The Board reviewed them and made changes for 2026, some of which follow the Chairman or are changes that reflect adjustments to allow the new Board member an opportunity to participate in an area of interest for them for the remainder of 2026.

REVIEW **DEPARTMENT HEAD ASSIGNMENTS** **COMMISSIONERS**

The Board reviewed their Department Heads and discussed keeping things the same as they were set in January and just shifting the Departments former Commissioner Wright oversaw to Commissioner Leichleiter. The 2026 Department Head assignments will be as follows: Commissioner Leichleiter will oversee I.T., Solid Waste/Maintenance, WSU Extension/Noxious Weed. Chairman Wachsmith will continue to oversee Public Works, CDS, and the Event Center; Commissioner Laura Osiadacz will continue to oversee Human Resources, Public Defense, and the Public Health Departments.

ACKNOWLEDGE **BEHAVIORAL HEALTH TAX COMMITTEE** **COMMISSIONERS**

Vice-Chairman Osiadacz moved to acknowledge a memo from Public Health Director Chelsey Loeffer's requesting the Board remove Christopher West from the Kittitas County Behavioral Health Tax Advisory Committee, due to his inability to attend meetings and it's impact on their ability to have a quorum. Commissioner Leichleiter seconded. Motion carried 3-0.

DISCUSSION **COUNTY FACEBOOK** **COMMISSIONERS**

The Board determined that for the week of September 14, 2026, they would post the following on their Facebook page: Patti Stacey, Facilities Director Retirement; County Milestones and the Lodging Tax Advisory Committee (LTAC) Application Deadline.

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 9:50 a.m.

OFFICE ADMINISTRATOR

Mandy Buchholz

KITTITAS COUNTY COMMISSIONERS
KITTITAS COUNTY, WASHINGTON

Brett Wachsmith, Chairman