

**COMMISSIONERS' MINUTES
KITITAS COUNTY, WASHINGTON
WEBEX/CONF. ROOM
SPECIAL MEETING**

TUESDAY

9:00 A.M.

MAY 31, 2022

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

Others: Mandy Buchholz, Administrative Supervisor; Julie Kjorsvik, Clerk of the Board; Emily Smith, Administrative Assistant; Dan Carlson, CDS Director; Candie Leader, Administrative Supervisor and one member of the public.

REGULAR MEETING

OFFICE STAFF MEETING

COMMISSIONERS

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

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 27, 2022.

RATIFY

VOUCHER APPROVAL #810372912

COMMISSIONERS

Commissioner Wachsmith moved to approve & ratify Board signature on voucher #810372912. Chairman Osiadacz seconded. Motion carried 2-1 (Vice-Chairman Wright opposed).

DISCUSSION

AIRPORT OPERATIONS LEAD

COMMISSIONERS

Commissioner Wachsmith briefed the Board on the plan developed in the interim while the County is recruiting for the Airport Director. Airport Staff Duties: Alan - NOTAMS, Maintenance, Equipment, Airfield and Building Airfield Safety; Airfield Operations. Codi - Accounts Receivable / Payable, General Questions, Mail, Invoicing, Staff Report Presentation, Meeting/Agenda Creation.

Director Cook - Bidding and construction management on the following

items in conjunction with Century West: Advanced Wetland Mitigation, East Apron Electrical utility extension, West Apron Taxi-lane project Engineering Firm Selection - Depending on how soon a replacement is found. AAC - Brian McElroy and Nancy Lillquist presenting to the BoCC staff agenda items and Public Hearing items, Managing the AAC meetings, forwarding the progress on Economic Development Brett will be working with Staff and AAC to continue the forward progress.

DISCUSSION

FACEBOOK WEEKLY POSTS

COMMISSIONERS

The Board determined that for the week of May 30, 2022 the Board would post on their Facebook page the OPMA updates as well as share the opportunity to comment on Mountains to Sound Greenway project.

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 2022 were determined at the Board of County Commissioners Office Admin meeting earlier on 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.

EXECUTIVE SESSION

COMMISSIONERS

At 9:26 a.m. Chairman Osiadacz announced the Board would recess into Executive Session for ten minutes with just the Board, 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. No action anticipated.

At 9:36 a.m. the Board reconvened out of Executive Session. No action was taken.

OTHER BUSINESS/GENERAL UPDATES

There were general updates on meetings & conversations that the Board participated in, individually over the past week.

Candie Leader, Administrative Supervisor (DPW) presented the Board with the PSA between Kittitas County and The Ferguson Group and

asked if there were any questions or concerns prior to Director Cook presenting it at the next Agenda Session.

The Board stated they were comfortable with the proposed document.

Meeting adjourned at 9:55 a.m.

ADMINISTRATIVE SUPERVISOR


Mandy Buchholz

**KITTITAS COUNTY COMMISSIONERS
KITTITAS COUNTY, WASHINGTON**


Laura Osiadacz, Chairman