

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

**TUESDAY**

**9:00 A.M.**

**MAY 29, 2018**

Board members present: Chairman Laura Osiadacz & Vice Chairman Obie O'Brien. Excused: Commissioner Paul Jewell.

Others: Mandy Buchholz, Deputy Clerk of the Board II; Julie Kjorsvik, Clerk of the Board; Brett Wachsmith, Treasurer; Jill Scheffer, Event Center Director; Patti Johnson, Solid Waste/Maintenance Director/Project Manager; Jerry Pettit, Auditor; Lisa Young, HR Director; Judy Pless, Budget & Finance Manager; ~~Stephanie Hartung, Deputy Prosecutor & Tim Egan, Assist. Maintenance Director.~~

**SPECIAL 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 25, 2018.

**DISCUSSION**

**FACEBOOK WEEKLY POSTS**

**COMMISSIONERS**

The Board determined for the week of May 28, 2018 Chairman Osiadacz said she would compile a list of Countywide Memorial Day Weekend events to recognize the importance of the holiday and provide them to Staff to post.

**UPDATE**

**BOCC/ DEPARTMENT HEAD REPORTS**

**COMMISSIONERS**

Each Commissioner was assigned three different Department Heads to meet with on a weekly basis. This was determined at a Special Meeting with the Board of County Commissioners held on June 18,

2009. Each Commissioner reviewed discussions held with their respective departments and exchanged details of those meetings. On January 3, 2011 the Board determined it would be beneficial to alternate Commissioners that will oversee the different Department Head's on an annual basis. They determined at the end of 2013 they would review the various committees they participate in and provide beneficial updates to the Board as needed during this time as well.

**DISCUSSION**

**GRANDSTAND REPAIRS**

**COMMISSIONERS**

Chairman Osiadacz stated that there has been discussion on the funding amount for the grandstands repairs at the Rodeo Area. She stated that she wanted to clarify the amount as she isn't certain which amount is right and she wasn't present for the last Solid Waste/Maintenance/Event Center Study Session.

It was determined that \$30,000.00 was the amount approved for the repairs for the Grandstands. Lisa Young, HR Director stated that prior to work being done they need to get approval from the Union.

Staff was directed to come back during the June 4, 2018 Department Head Meeting times to report on the status of the Union and pending their feedback the Board could approve County Maintenance Staff to begin working on the Grandstand repairs.

**DISCUSSION**

**KVEC-BLOOM PROJECT**

**COMMISSIONERS**

Judy Pless, Budget & Finance Manager questioned the Board on where the \$150,000.00 is coming from for the Bloom Pavilion project.

The Board determined the \$150,000.00 will come from Sales Tax (General Fund). Chairman Osiadacz stated that although Commissioner Jewell isn't here, if she had to guess what he was planning on when working on this project with Jill Scheffer, Event Center Director, she would say that the funds were meant to come from the Sales Tax (General Fund). Commissioner O'Brien stated that is what he would bet on as well.

**DISCUSSION**

**HISTORIC BARN FUND**

**COMMISSIONERS**

Jill Scheffer, Event Center Director asked if the Board would discuss the Historic Barn Fund and determine the percentage of funding generated from internally produced events. She stated that she was under the impression the idea of the fund was supported, but the amount hasn't been determined.

The Board determined they wanted to wait until Commissioner Jewell's return for further discussion.

Judy Pless, Budget & Finance Manager stated there is a problem in that it's been published in CruZin Magazine stating that proceeds support the Historic Barn Preservation Fund. She stated that the fund doesn't exist as of yet and they need to determine at least in a one-time Resolution for this event what percentage will be dedicated towards the Historic Barn Preservation Fund from this event. She stated the Board will still need to formally determine what percentage to put towards the fund, however she suggested that instead of a "fund" they do a Reserve Account. She also cautioned the Board due to this event receiving Lodging Tax Funds that the monies don't mix.

The Board directed Staff to work with Deputy Prosecutor Hartung on drafting a one-time Resolution for the Chillaxle Event dedicating 20% of the proceeds to the Historic Barn Fund.

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**SIGNATURE**

**BOE - RECONVENING**

**COMMISSIONERS**

Commissioner O'Brien moved to authorize Board signature on a form from the Board of Equalization (BOE) "Notice of Approval to Hear Property Tax Appeals Kittitas County Legislative Authority", noting that this allows the BOE to conduct business since they are currently out of 28 day window. Chairman Osiadacz seconded. Motion carried 2-0.

**OTHER BUSINESS -**

**EXECUTIVE SESSION**

**COMMISSIONERS**

**\*Deputy Chris Horner and HR Director Lisa Young were asked to attend the Executive Session.**

At 9:31 a.m. Chairman Osiadacz announced the Board would recess into Executive Session for 15 minutes 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 was anticipated.

At 9:46 a.m. the Board reconvened out of Executive Session. No action taken.

At 9:46 a.m. Chairman Osiadacz announced the Board would recess back into Executive Session 10 minutes 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 was anticipated.

At 9:56 a.m. the Board reconvened out of Executive Session. No action taken.

At 9:56 a.m. Chairman Osiadacz announced the Board would recess back into Executive Session 5 minutes 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 was anticipated.

At 10:01 a.m. the Board reconvened out of Executive Session. No action taken.

At 10:01 a.m. Chairman Osiadacz announced the Board would recess back into Executive Session 5 minutes 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 was anticipated.

At 10:06 a.m. the Board reconvened out of Executive Session. No action taken.

At 10:06 a.m. Chairman Osiadacz announced the Board would recess back into Executive Session 10 minutes 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 was anticipated.

At 10:16 a.m. the Board reconvened out of Executive Session. Director Young & Deputy Horner were directed to prepare a letter for Chair signature to the County's Event Center Director.

Meeting adjourned at 10:16 a.m.

**DEPUTY CLERK OF THE BOARD**

  
Mandy Buchholz

**KITTITAS COUNTY COMMISSIONERS  
KITTITAS COUNTY, WASHINGTON**

  
Laura Osiadacz, Chairman