

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

MONDAY

9:00 A.M.

SEPTEMBER 20, 2021

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

Others: Mandy Buchholz, Administrative Supervisor; Julie Kjorsvik, Clerk of the Board; Taylor Crouch, Admin. Assistant; Carly Brettmann, Communications Director; Judy Pless, Budget and Finance Director; Amy Cziske, Treasurer; Lisa Murray, Administrative Supervisor.

SPECIAL MEETING

OFFICE STAFF MEETING

COMMISSIONERS

At 9:00 a.m. Chairman Wachsmith 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 September 17, 2021.

ACKNOWLEDGE

DCR FOR KITITAS CO.

COMMISSIONERS

Commissioner Osiadacz moved to acknowledge & accept Alicia Corbett as a Designated Crisis Responders (DCR) for Kittitas County as presented by Comprehensive Healthcare. Commissioner Wright seconded. Motion carried 3-0.

REQUEST

DEBT PAYOFF - GO BOND 2016A

AUDITOR

Commissioner Osiadacz moved to request the County Treasurer on or before September 28, 2021 to work with her financial advisory to serve 30-day notice that we request to payoff GO Bond 2016A effective October 28, 2021. Commissioner Wright seconded. Motion carried 3-0.

Commissioner Osiadacz moved to approve Resolution No. 2021-145, Setting the Office Hours for the Board of County Commissioners. Commissioner Wright seconded. The Board agreed that there had been no issues expressed and it seemed to be going well. Motion carried 3-0.

Mandy Buchholz, Administrative Supervisor stated that they intended to order signs reflecting the change and would like to include a sign in the order for the Communications Director. She questioned if her office hours had been set yet and if not if they were known. Ms. Brettmann stated she would work with Ms. Kjorsvik for ordering the signage.

UPDATE

COMMUNICATIONS DIRECTOR

COMMISSIONERS

Carly Brettmann, Communications Director provided updates and received recommendations from the Board on what they felt was a priority focus for her. The Board discussed Facebook posts for the week they wanted to be published.

UPDATE

BOCC/ DEPARTMENT HEAD REPORTS

COMMISSIONERS

Each Commissioner was assigned three different Department Heads to meet with on a weekly basis. The assignments for 2021 were determined at the Board of County Commissioners Office Admin meeting on 1-11-2021.

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 adjourned at 9:45 a.m.

ADMINISTRATIVE SUPERVISOR



Mandy Buchholz

**KITTITAS COUNTY COMMISSIONERS
KITTITAS COUNTY, WASHINGTON**



Brett Wachsmith, Chairman