

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

**MONDAY**

**9:00 A.M.**

**NOVEMBER 21, 2022**

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

Others: Mandy Buchholz, Office Administrator; Emily Smith, Administrative Assistant; Stephanie Hartung, Deputy Prosecutor III; Kady Porterfield, Event Center Director; Patti Stacey, Solid Waste/Interim Maintenance Director/Project Manager; Barb Demory, District Court Administrator.

**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 weeks ending November 4, 2022 & November 10, 2022 (due to holiday).

**RESOLUTION 2022-213**

**EVENT CENTER CLOSURE**

**COMMISSIONERS**

Commissioner Wachsmith moved to approve Resolution No. 2022-213, Authorizing the Closure of the Kittitas Valley Event Center Office on November 28, 2022 through December 2, 2022. Vice-Chairman Wright seconded. Motion carried 3-0.

**RATIFY**

**WORK ORDER REPAIR**

**S.W./MAINT.**

Commissioner Wachsmith moved to approve and ratify Vice-Chair signature on a Repair Work Order between Kittitas County Jail and TK Elevator as presented. Vice-Chairman Wright seconded. Motion carried 3-0.

**APPROVED**

**12-6-22**

**APPROVE**

**CLAIM FOR DAMAGES**

**LOWER DIST. COURT**

Vice-Chairman Wright moved to approve a Claim for Damages from Babacarr Secka in the amount of \$650.00. Commissioner Wachsmith seconded. Motion carried 3-0.

**DISCUSSION**

**FACEBOOK WEEKLY POSTS**

**COMMISSIONERS**

The Board determined that for the week of November 21, 2022, they would share a Happy Thanksgiving Message to the County.

**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.

**OTHER BUSINESS/GENERAL UPDATES**

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

**EXECUTIVE SESSION**

**COMMISSIONERS**

At 9:52 a.m. Chairman Osiadacz announced the Board would recess into an Executive Session for 6 minutes per RCW 42.30.110 (g) 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 9:58 a.m. the Board reconvened out of Executive Session. No action was taken.

Meeting concluded at 9:58 a.m.

**OFFICE ADMINISTRATOR**

**KITTITAS COUNTY COMMISSIONERS  
KITTITAS COUNTY, WASHINGTON**

*Mandy Buchholz*

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Mandy Buchholz

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Laura Osiadacz, Chairman