# COMMISSIONERS' MINUTES KITTITAS COUNTY, WASHINGTON CONF. ROOM REGULAR MEETING

# MONDAY

# 9:00 A.M.

JULY 10, 2023

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

Others: Mandy Buchholz, Office Administrator; Debbie Stanavich, Administrative Assistant; Dan Young, Fire Marshal; Darren Higashiyama, Chief Deputy; Julie Kjorsvik, Clerk of the Board.

REGULAR MEETING OFFICE STAFF MEETING COMMISSIONERS

At 9:00 a.m. Chairman Wright 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 July 7, 2023.

### RESOLUTION BURN BAN

Commissioner Wachsmith moved to approve Resolution No. 2023-113, A Resolution Declaring a Ban on Outdoor Burning as presented. Commissioner Osiadacz seconded. Motion carried 3-0.

### DECISION EMPLOYEE APPRECIATION LUNCH COMMISSIONERS

Mandy Buchholz, Office Administrator asked the Board for direction on a few things with regard to the Employee Appreciation Lunch that staff is working on. She stated that they need to know a preferred location for the event as well as if the Board would like to close down the County offices for 1.5 hrs as previous Boards did or not.

The Board directed staff to work with the Event Center and book a facility down there that will have space for everyone and they

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stated they would like to close for the 1.5 hrs and have staff make signs for posting at each department as well as notify the newspaper.

### RATIFY CDBG AMENDMENT FORM

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Commissioner Wachsmith moved to approve & ratify the Chair's signature on the CDBG Request for Amendment form as presented. Commissioner Osiadacz seconded. Motion carried 3-0.

#### DETERMINE 8<sup>TH</sup> DISTRICT VISIT COMMISSIONERS

Commissioner Osiadacz was nominated to attend the August 3, 2023 visit from the 8th District Rep Schrier and Congressman Buddy Carter.

### DISCUSSION COUNTY FACEBOOK COMMISSIONERS

The Board determined that for the week of July 10, 2023, they would post on their Facebook page the following: Burn Ban Notice and the new Appointment of Commissioner Osiadacz to the Northwest Forest Service Committee announcement from the USDA.

### BOCC/ DEPARTMENT HEAD REPORTS COMMISSIONERS UPDATE

Each Commissioner was assigned three different Department Heads to meet with on a weekly basis for the year. The assignments for 2023 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.

# UPDATES

## BOCC/WHITE BOARDS

COMMISSIONERS

The Board reviewed their updates/edits to each of their white boards.

# OTHER BUSINESS/GENERAL UPDATES

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

Meeting adjourned at 10:00 a.m.

### KITTITAS COUNTY COMMISSIONERS OFFICE ADMINISTRATOR KITTITAS COUNTY, WASHINGTON

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an inher! Mandy Buchholz

Cory Wright, Chairman

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