

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

MONDAY

9:00 A.M.

MARCH 25, 2024

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

Others: Mandy Buchholz, Office Administrator; Julie Kjorsvik, Clerk of the Board; Diana Mackenzie, Upper Dist. Court Admin.; Barb Demory, LDC Court Admin; Sarah Keith, Superior Court Administrator; Jeanne Killgore, HR Director; Pat Gigstead, Chief Probation Officer -Misdemeanant Probation; Superior Court Judge Scott Sparks and one member of the public.

REGULAR MEETING OFFICE STAFF MEETING COMMISSIONERS

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

PUBLIC COMMENT - NONE.

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 March 15, 2024, & March 22, 2024.

APPOINTMENT PAUL GRAHAM - NOX WEED - SECTION #3 COMMISSIONERS

Commissioner Osiadacz moved to approve and appoint Paul Graham, Noxious Weed Control Board Section #3 Rep., for a 4-year term effective immediately and to expire 2/18/2025 (noting he is completing a former members term). Commissioner Wright seconded the motion. Motion carried 3-0.

APPOINTMENT BRADLEY ESPARZA - TV DIST. COMMISSIONERS

Commissioner Osiadacz moved to appoint Bradley Esparza to the

APPROVED
4-16-2024

Kittitas County TV Dist. Board for a 3-year term effective immediately and to expire 12/31/2026. Commissioner Wright seconded the motion. Motion carried 3-0.

REQUEST COURT ADMIN SALARY ADJUSTMENTS HUMAN RESOURCES

Commissioner Osiadacz moved to approve moving the Upper Dist. Court, Lower Dist. Court; Superior Court; Juvenile Court and Chief Misdemeanant Probation Administrator's to the same wage scale, effective immediately as its not related to the salary survey and is just to bring them to the same scale. Chairman Wachsmith seconded the motion. Motion carried 3-0.

REQUEST CERTIFICATE - DEBBIE STANAVICH COMMISSIONERS

Commissioner Osiadacz moved to approve and authorize the Boards signature on a Certificate of Appreciation to Debbie Stanavich for her years of service as she retires from Kittitas County. Commissioner Wright seconded the motion. Motion carried 3-0.

RATIFY LETTER TO CITY OF ELLENSBURG COMMISSIONERS

Commissioner Osiadacz moved to ratify Board signature on a letter to the City of Ellensburg City Manager regarding Reed Park Master Plan. Commissioner Wright seconded the motion. Motion carried 3-0.

REQUEST REP. SCHRIER - CLE ELUM COMMISSIONERS

Commissioner Osiadacz moved to approve and authorize Board signature on a letter to Rep. Schrier on behalf of the City of Cle Elum in support of their Second Street Pathway Project as presented. Commissioner Wright seconded the motion. Motion carried 3-0.

DISCUSSION COUNTY FACEBOOK COMMISSIONERS

The Board determined that for the week of March 25, 2024, they would post the following on their Facebook page: Upper County location for accepting Tax Payments; share about the recent Grand Opening of the Boys and Girls Club in Kittitas; Welcoming the Sanda City guests that are in town this week.

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 2024 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.


Ms. Killgore presented two requests from the incoming CDS Director for preplanned time off. The Board stated they would support the requests for time off on 8/5/2024 - 8/9/2024 and 12/5/2024 - 12/8/2024. She stated his philosophy is family first and is asking for flexibility when it comes to attending things for his kids. Ms. Killgore had some questions with regard to Mr. Bala's first few days and guidance for him. The Board determined that Commissioner Wright would be his direct report and, Chairman Wachsmith would take him on a tour to meet the County Management Team. The Board directed Staff to set up a meeting with Mr. Bala for after he starts to go over BoCC expectations, requesting leave etc.

Meeting concluded at 9:46 a.m.

OFFICE ADMINISTRATOR


Mandy Buchholz

**KITTITAS COUNTY COMMISSIONERS
KITTITAS COUNTY, WASHINGTON**


Brett Wachsmith, Chairman