

**Columbia County Board of Commissioners**  
**November 5, 2025, Board Meeting**  
**Hybrid from the**  
**John Gumm Building and Civic Center**  
**St. Helens, OR. 97051.**

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Present: Commissioner Kellie Jo Smith, Commissioner Margaret Magruder, Commissioner Casey Garrett, Ed McGlone, Assistant County Counsel, Jacyn Normine, Board Office Administrator.

**CALL TO ORDER**

Commissioner Smith called this meeting to order at 10:00 am and led the Pledge of Allegiance.

**APPROVE AGENDA**

Commissioner Garrett moved to approve the agenda as presented. Commissioner Magruder seconded. The motion carried unanimously. **Vote:** KJS/MM/CG all in favor. Approved.

**VISITOR COMMENTS - 3 MINUTE LIMIT**

None.

**PROCLAMATION**

1. In Support of Columbia County Veterans and Operation Green Light for Columbia County, Commissioner Magruder read the proclamation into the record. Commissioner Garrett moved to adopt the Proclamation, In Support of Columbia County Veterans and Operation Green Light for Columbia County. Commissioner Magruder seconded. **Vote:** KJS/MM/CG all in favor. Approved.

**CONSENT AGENDA**

Commissioner Smith read the consent agenda in full. Commissioner Garrett moved, and Commissioner Magruder seconded to approve the consent agenda as presented. The motion carried unanimously.

**Vote:** KJS/MM/CG all in favor. Approved.

- A. Ratify Letter of Appreciation to OHSU, Dated October 28, 2025.
- B. Approve the Board Meeting Minutes for October 15, 2025.
- C. Approve the Board Work Session Meeting Minutes for October 15, 2025.
- D. Approve Select to Pay for October 29, 2025.
- E. Approve Letter of Authority for Joshua Pond Under the Columbia County Enforcement Ordinance.
- F. Approve Order No. 69-2025, In the Matter of Authorizing the Allocation of Funds for Public Purposes- Themis Corporation.

**AGREEMENTS/CONTRACTS/AMENDMENTS**

Commissioner Smith read the Agreements, Contracts, and Amendments in full. Commissioner Magruder moved, and Commissioner Garrett seconded to approve the Agreements, Contracts, and Amendments as presented. **Vote:** KJS/MM/CG all in favor. Approved.

- A. Approve C157-2025, Permit and Hold Harmless Agreement for Mike Nagle Rally Sprint Plaza Expose and Authorize the Chair to Sign.
- B. Approve C158-2025, Donation Agreement with Themis Corporation for Biological Testing.

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## **DISCUSSION ITEMS**

### 1. Job Description and Recruitment

Lindsay Elder, Interim Finance Director, Requested Approval of the Revised Accounts Receivable Specialist Job Description. After the Discussion, Commissioner Garrett moved to approve the revised Accounts Receivable Specialist Job Description. Commissioner Magruder seconded. The motion carried unanimously. **Vote:** KJS/MM/CG all in favor. Approved.

Lindsay Elder Requested Approval to Open Recruitment for the Accounts Receivable Specialist Job Description. After the Discussion, Commissioner Garrett moved to approve the recruitment for Accounts Receivable Specialist. Commissioner Magruder seconded. The motion carried unanimously. **Vote:** KJS/MM/CG all in favor. Approved.

### 2. Woodson Road Dedication

Ed McGlone, Assistant County Counsel, and Mike Russell, Public Works Director, requested that the Board accept right-of-way dedications to establish a portion of Woodson Road as a County Road and to authorize Public Works to maintain the road. If accepted and identified as a County Road, staff will record the dedications consistent with the Board's action. Public Works will add this portion of Woodson Road to the county road maintenance list and perform routine road maintenance activities. After discussion, Commissioner Magruder moved to approve Order 67-2025, In the Matter of Accepting the Dedication of Woodson Road near Clatskanie, Oregon, from Donna Hopkins, Jerome Lee Fesler Sr., Keith and Mary Sloderbeck, Kyle and Megan Sloderbeck, Mark F Cope, Douglas Scott Gray, and Chadrick Biggs. Commissioner Garrett seconded. Commissioner Garrett is concerned that further road dedication may not be prudent, as we need to ensure we have sufficient funds to maintain these roads. Commissioner Magruder feels that it would be a dishonor to our citizens not to approve this dedication. After the discussion, the motion carried unanimously. **Vote:** KJS/MM/CG all in favor. Approved.

### 3. Deflection Suite Invitation to Bid Acceptance

Larry Evenson, Community Justice Director, is requesting approval to accept the bid from 2KG Contractors, Inc. for \$264,860.00 for the construction/remodel of the Columbia County Deflection Suite. After discussion, Commissioner Magruder moved to authorize the General Service Director to issue the letter of award to 2KG Contract LLC. Commissioner Garrett second. The motion carried unanimously. **Vote:** KJS/MM/CG in favor. Approved.

### 4. Vehicle Purchase

Suzie Dahl, Director of Land Development Services, is requesting to purchase a vehicle through Emmert Motors for the Building Inspectors. The building fund for the FY 25/26 Budget includes funding for the purchase of a vehicle. The vehicle Suzie is requesting to purchase is a 2026 Chevrolet Trailblazer with 477 miles on it, priced at \$26,588.70. After discussion, Commissioner Garrett moved to approve the purchase of the 2026 Chevrolet Trailblazer. Commissioner Magruder seconded. The motion carried unanimously. **Vote:** KJS/MM/CG all in favor. Approved

## **COMMISSIONER MAGRUDER COMMENTS**

Thank you, Mary Elander Sloderbeck, for all the work that you put into obtaining the necessary signatures from each owner. Then she went back and did it all again, since we needed the exhibits to accompany each document. She is our poster child for solving this issue. Thank you to Ed, Mike, and Nathan for all the work you put into making this happen.

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**COMMISSIONER GARRETT COMMENTS**

No comment.

**COMMISSIONER SMITH COMMENTS**

No comment.

**ADJOURN**

With nothing further to come before this Board, the meeting adjourned at 10:30 AM.

The recording of this meeting is posted at [www.columbiacountyor.gov/meetings](http://www.columbiacountyor.gov/meetings)

The next regular scheduled meeting is on November 12, 2025.

BOARD OF COUNTY COMMISSIONERS  
FOR COLUMBIA COUNTY, OREGON

By: \_\_\_\_\_  
Kellie Jo Smith, Chair

By: \_\_\_\_\_  
Casey Garrett, Commissioner

By: \_\_\_\_\_  
Jacyn Normine, Board Office Administrator

By: \_\_\_\_\_  
Margaret Magruder, Commissioner