

Columbia County Board of Commissioners
March 19, 2025,
Board Meeting Minutes

Present:

Commissioner Kellie Jo Smith
Commissioner Margaret Magruder
Commissioner Casey Garrett
Sarah Hanson, County Counsel
Jacyn Normine, Board Office Administrator

CALL TO ORDER/FLAG SALUTE

Commissioner Smith called this meeting to order at 10:03 am and led the flag salute.

APPROVE AGENDA

Pull item E from the Consent Agenda and move to discussion. Add Item F to the consent agenda, Order 67-2023. Commissioner Garrett moved to approve the agenda with amendments. Commissioner Magruder seconded. **Vote:** KJS/MM/CG in favor. Approved.

VISITOR COMMENTS - 3 MINUTE LIMIT

No visitor comments from the room or online.

CONSENT AGENDA

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

- A. Ratify Approval for the Oregon Broadband Office (OBO) Revised Prequalification Application for the BEAD Program and Authorize the Chair to Sign.
- B. Approve Select to Pay for March 11, 2025.
- C. Approve Order No. 9-2025 Amending Columbia County's Policies and Procedures for Compliance with Title II of the Americans with Disabilities Act.
- D. Approve Resolution No. 10-2025, "In the Matter of the Assessment of the Nuisance Abatement Cost for the Property of Samuel A. Owen at 26623 Cannon Road Rainier, Oregon, Tax No. 7314-DO-01400.
- E. ~~Approve Request to Open Recruitment for the Court Clerk Position for Justice Court.~~ Pulled and moved to discussion.
- F. Approve Order No. 67-2023, In the Matter of Exempting a Personal Services Contract for Engineering and Construction Management Services from the Screening and Selection Procedures of the Personal Services Contracting Rule.

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 in favor. Approved.

- A. Approve C156-2019-1 Amendment 11 to Public Services Contract with Keefe Commissary Network LLC for Commissary Services in the Columbia County Jail and Authorize the Chair to Sign.

- B. Approve C73-2023-17 Seventeenth Amendment to the 2023-2025 Intergovernmental Agreement with the Oregon Health Authority for the Financing of Public Health Services and Authorize the Chair to Sign.
- C. Approve C28-2025 Public Services Contract by and between Columbia County and Securus Technologies for AIC Phone Services.
- D. Approve C30-2025 GASB 75 Actuarial Services Agreement with CIS and Authorize the Chair to Sign.

DISCUSSION ITEMS

1. Julie Heuer, Columbia County Treatment Courts:
 - a. The Columbia County Treatment Courts is seeking grant funding through the Criminal Justice Commission for our Adult Drug Court, Family Treatment Court, and Behavioral Health Court/Veteran Treatment Court. The grant period will begin July 1, 2025, and end August 30, 2027. Grant budgets will not be submitted until 07/01/25. The Treatment Court Programs will request another appearance with the County Commissioners prior to budget submission to gain approval. During discussion staff was instructed to bring grant applications to the Board with enough time to review before the submission deadline. Commissioner Magruder moved to authorize staff to move forward with the grant application contingent on Counsels review. Commissioner Garrett seconded. **Vote:** KJS/MM/CG in favor. Approved.
2. Melissa Enright, General Services:
 - a. Request to Apply for the FEMA Building Resilience Infrastructure and Communities Grant. Columbia County has been approved to reapply for the FEMA Building Resilient Infrastructure and Communities (BRIC) grant. The grant will fund the purchase and installation of an emergency generator for the Columbia County courthouse and annex buildings. This grant will require a \$50,000.00 match that would come out of General Services Capital Improvement fund. During discussion staff was instructed to bring grant applications to the Board with enough time to review before submission deadline. Commissioner Garrett moved to authorize staff to move forward with the grant application contingent on Counsels review and that the FY 25/26 County Budget allows the match. Commissioner Magruder seconded. **Vote:** KJS/MM/CG in favor. Approved.
 - b. Request to Apply for the Oregon Marine Board Maintenance Assistance Grant. Every 2 years the Parks Department can apply for an Oregon State Marine Board Maintenance Assistance grant. This is a reimbursement grant for the Beaver boat ramp in Clatskanie and JJ Collins. With this grant we receive about \$18,000 in reimbursement expenses related to these 2 parks every 2 years. This grant has an in-kind match. After discussion, Commissioner Garrett moved to authorize staff to move forward with the grant application contingent on Counsels review **Vote:** KJS/MM/CG in favor. Approved.
3. Item E, Request to Open Recruitment for the Court Clerk Position for Justice Court. With deficits in the upcoming budget for FY25/26 Budget Officer, Margaret Magruder and the Finance team has asked that we hold off on new hires until further notice. During discussion Judge Gibson stated that for the past two decades the Justice Court has staffed two full time employees. Finance Director, Pam Smith stated that in this case Justice Court would be a positive impact on the General Fund Budget. Recently the

Court Administrator retired after many years with Justice Court and the new Administrator and, if approved, the Court Clerk positions will be paid at a lower rate. After discussion, Commissioner Magruder moved to approve opening a recruitment for a Justice Court Clerk. Commissioner Garrett seconded and stated that this was fortunate timing for Judge Gibson to bring this request before the Board and noted that until further notice very few, if any, new positions will be filled. **Vote:** KJS/MM/CG in favor. Approved.

COMMISSIONER GARRETT COMMENTS

Spring Break is next week. Looks like we will even have some spring weather. Updated that we are still working through Legislative Sessions.

COMMISSIONER MAGRUDER COMMENTS

It is Woman’s Military History Week. Attended the Rainier History Bowl fundraiser at Hometown Pizza last night. She commended the Rainier School District for not only their History Bowl Team but also their Science Bowl Team. She encourages all to support these students as they compete.

COMMISSIONER SMITH COMMENTS

After serving 12 years on the St. Helens School Board, she will not be running for another term but will be a volunteer parent. She announced that if you would like to run for a position on the St. Helens School Board, tomorrow is the deadline to file with the elections office. She has planned a trip for this June to celebrate her 12 years as a Board Member.

ADJOURN

With nothing further to come before this Board, the meeting adjourned. The recording of this meeting is posted at www.columbiacountyor.gov/meetings The next regular scheduled meeting is on March 26, 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