

Columbia County Board of Commissioners  
December 23, 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, Spencer Parsons, Senior Assistant County Counsel, Kathy Coddington, Administrative Assistant.

**CALL TO ORDER/PLEDGE OF ALLEGIANCE**

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

**APPROVE AGENDA**

Commissioner Magruder moved to approve the agenda, adding discussion item 4: Courthouse Improvements. Commissioner Garrett seconded. The motion carried unanimously.

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

**HEARING**

- Keeanna Stansbury, Columbia County Community Animal Officer, is here regarding a livestock attack by Dogs Owned by Ashley Webster & Jed Kanooth.
  - a. Spencer Parsons, Senior Assistant County Counsel, introduced the hearing.
  - b. Keeanna Stansbury gave the staff report and recommendations.
  - c. Ashley Webster gave a statement.
  - d. Commissioner Kellie Jo Smith opened the hearing for comment.
  - e. No comment was heard.
  - f. Commissioner Kellie Jo Smith closed the hearing for deliberations.
  - g. Commissioners clarified with Keeanna Stansbury on procedure.
  - h. After discussion, Commissioner Garrett moved staff to prepare an order to include the adjusted fees. Commissioner Smith seconded. Commissioner Smith and Garrett approved; Commissioner Magruder voted nay. The motion carried.
- **Vote:** KJS/CG in favor and MM nay. Approved.

**VISITOR COMMENTS - 3 MINUTE LIMIT**

No comment

**CONSENT AGENDA**

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

- **Vote:** KJS/MM/CG in favor. Approved.
- A. Ratify C172-2025, Information Sharing Agreement Between Columbia County and CCG Consulting, and Authorize Chair to Sign.
- B. Approve the Board Meeting Minutes for December 17, 2025.
- C. Approve Select to Pay for December 17, 2025, and December 18, 2025.
- D. Appoint Michael Sargent to the Columbia County Ambulance Service Advisory Committee, as the ASA 7: Vernonia Rural Fire Protection District Representative and Metro West Ambulance Representative, with a Term to Expire December 31, 2027, and Authorize the Chair to Sign.

- E. Reappoint Jesika Kaczinski to the Columbia County Ambulance Service Advisory Committee as the ASA:6 Mist-Birkenfeld Rural Fire Protection District Representative, with a Term to Expire December 31, 2025, and Authorize the Chair to Sign.
- F. Reappoint Larry Boxman to Columbia County Ambulance Service Advisory Committee, as the ASA 7: Vernonia Rural Fire Protection District Alternate Representative and Metro West Ambulance Representative, with a Term to Expire December 31, 2028, and Authorize the Chair to Sign.
- G. Approve Order No. 77-2025, In the Matter of Adopting the Columbia County Vehicle Use Policy.

### AGREEMENTS/CONTRACTS/AMENDMENTS

Commissioner Smith read the Agreements, Contracts, and Amendments in full. Commissioner Garrett moved, and Commissioner Magruder seconded to approve the Agreements, Contracts, and Amendments as presented.

- **Vote:** KJS/MM/CG in favor. Approved.
- A.** C119-2018-7, Twelfth Amendment to Personal Services Contract by and between Columbia County and Columbia County Legal Aid.
- B.** Approve C176-2025, Intergovernmental Agreement #15537 with the Oregon Youth Authority for Expunction Reimbursement and Authorize the Chair to Sign.
- C.** Approve C178-2025, Intergovernmental Agreement with Oregon Department of Revenue No. DOR-15000-00056356 and Authorize Chair to Sign.

### DISCUSSION ITEMS

- 1.** A. Grant DeJongh, Assistant Public Works Director, is here looking for approval of C174-2025, Personal Service Contract (PSA) with Lower Columbia Engineering for Engineering & Related Services (Little Clatskanie). After discussion, Commissioner Garrett moved, and Commissioner Magruder seconded, to approve C174-2025, the Personal Service Contract (PSA) with Lower Columbia Engineering for Engineering & Related Services (Little Clatskanie). The motion carried unanimously.  
**Vote:** KJS/MM/CG in favor. Approved.  
  
B. Grant DeJongh, Assistant Public Works Director, is also here to discuss the procurement of Fleet Management Software. Following the discussion, the Board directed staff to proceed with the management software.
- 2.** Chris Wheatly, Transit Director, is here requesting to recruit for a Transit Driver. This position just opened, and Chris would like to begin recruiting to fill the role. After discussion, Commissioner Garrett moved, and Commissioner Magruder seconded to authorize the opening of recruitment for a Transit Position. The motion carried unanimously.  
**Vote:** KJS/MM/CG in favor. Approved.
- 3.** Sarah Hanson, County Counsel, and Carrie Garcia, HR Director, are here to discuss compensation.
  - a.** Commissioner Garrett moved, and Commissioner Smith seconded 73-2025 Order in the Matter of an Official Compensation Package for Food and Beverage- Position 1. Motion carried.  
**Vote:** KJS/CG in favor. Approved.

- b. Commissioner Magruder moved, and Commissioner Smith seconded 74-2025, Order in the Matter of an Official Compensation Package for Food and Beverage- Position 3. The motion carried.

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

- c. Commissioner Garrett moved, and Commissioner Magruder seconded the approval of 75-2025, Order in the Matter of an Official Compensation Package for Food and Beverage- Position 2. The motion carried.

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

- d. Commissioner Garrett moved, and Commissioner Magruder seconded the approval of 76-2025, Order in the Matter of an Official Compensation Package for Food and Beverage Employees, Volunteers, and Elected. The motion carried unanimously.

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

4. Contract with Oregon Department of Justice, Sarah Hanson, County Counsel, is here looking for a one-month extension on C99-2025-1. After discussion, Commissioner Garrett moved, and Commissioner Magruder seconded the approval of C99-2025-1, Courthouse Improvement Intergovernmental Agreement OJD Contract No. 250198. The motion carried unanimously.

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

#### BOARD DISCUSSION

- Commissioner Smith would like to see about closing the John Gumm Door for December 26. Most staff and county functions in the John Gumm Building will be closed that day. Commissioner Magruder moved, and Commissioner Garrett seconded the closure of the front door of John Gumm on December 26. The motion carried unanimously.  
**Vote:** KJS/MM/CG in favor. Approved.
- Commissioner Smith would like to discuss the changes in the CET. I see the PUD is actively moving to reorganize, and I'm wondering what we, as a county, will do. They are having a meeting next week. Commissioner Garrett said CET will dissolve in the next few weeks. We will have more information coming. Commissioner Smith asked about the \$60,000 paid in October that could be refunded. Commissioner Garrett did not recommend that at this time, given that staff need to be paid. Commissioner Magruder agreed with Commissioner Garrett. Commissioner Smith stated that we be transparent with this transition and that their meeting be open to the public. Economic Development is very important to the County and is something that we need.

#### COMMISSIONER GARRETT COMMENTS

We have had one of those meetings where we have to do things that are not very fun. I look forward to spending time with friends and family over the next few days. Merry Christmas to you all, and I hope you enjoy your time with your friends and family.

#### COMMISSIONER MAGRUDER COMMENTS

Merry Christmas! I hope everyone has a wonderful Christmas and the weather holds on. Be safe!

#### COMMISSIONER SMITH COMMENTS

I want to give a shout-out that while this is a joyous time and we're all celebrating, this can also be a very lonely, stressful, and overwhelming time for some. You are not alone, and help is always available. Please remember 988 if you need, please reach out.

**ADJOURN**

With nothing further to come before this Board, the meeting adjourned at 11:44 AM.

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

The next regular meeting is scheduled for December 30, 2025.

BOARD OF COUNTY COMMISSIONERS  
FOR COLUMBIA COUNTY, OREGON

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

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

By: \_\_\_\_\_  
Kathy Coddington, Administrative Assistant

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