

Columbia County Board of Commissioners  
July 16, 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, Spencer Parsons, Senior Assistant County Counsel, and Jacyn Normine, Board Office Administrator.

**CALL TO ORDER/FLAG SALUTE**

Commissioner Smith called this meeting to order at 10:01 am and led the flag salute.

**APPROVE AGENDA**

Commissioner Magruder moved to approve the agenda with the removal of item D from the agreements, contracts, and amendments. Commissioner Smith seconded.

- **Vote:** KJS/MM all in favor. Motion approved.

**VISITOR COMMENTS - 3 MINUTE LIMIT**

No comment.

**ORDINANCE READING**

1. First Reading of Proposed Ordinance 2025-3, "Columbia County C-PACE Ordinance"
  - a. Ed McGlone, Assistant Senior County Counsel, read the 1<sup>st</sup> reading of Ordinance 2025-3 by title only.

**CONSENT AGENDA**

Commissioner Smith read the entire consent agenda. Commissioner Magruder moved, and Commissioner Smith seconded to approve the consent agenda as presented. **Vote:** KJS/MM all in favor. Motion approved.

- A. Ratify Letter of Support -Columbia Health Services Youth Support Center.
- B. Approve the Board of Commissioners Meeting Minutes from July 2, 2025.
- C. Approve the Board of Commissioners Work Session Minutes from July 2, 2025.
- D. Approve Select to Pay for July 7 and July 9, 2025.
- E. Approve Letter of Support for the Amani Center Prevention of Abuse and Assault Education.
- F. Resolution No. 42-2025, In the Matter of a Fair Housing Resolution for Small Cities and Counties and Authorize the Chair to Sign.
- G. Resolution No. 43-2025, En El Caso De Aprobar La Resolucion De Vivienda Justa Como Se Requiere Bajo El Programa De Subsidios Del Boque De Desarrollo Comunitario and Authorize the Chair to Sign.

**AGREEMENTS / CONTRACT / AMENDMENTS**

Commissioner Smith read agreements, contracts, and amendments. Commissioner Magruder moved, and Commissioner Smith seconded to approve the agreements, contracts, and amendments as presented. **VOTE:** KJS/MM all in favor. Motion approved.

- A. Rescind C95-2025, Consent Agreement No. 25-AREC-1889 with the Oregon Department of Agriculture and authorize the Chair to sign.
- B. Ratify C95-2025, Consent Agreement No. 25-AREC-1889 with the Oregon Department of Agriculture and Authorize the Sheriff to Sign.
- C. Approve C108-2025, Indemnity Agreement for Ralph Painter Memorial Run and Authorize the Chair to Sign.

- D. Approval of C109-2025, Personal Services Contract with Robert Cromwell for Transmission Line Consulting. (document pending)-Pulled
- E. Approve C117-2021-2, Second Amendment to Intergovernmental Agreement #170656 with the Oregon Health Authority for Environmental Health Services and Authorize the Chair to Sign.

### **DISCUSSION ITEMS**

- 1. Carrie Garcia, Human Resources Director:
  - a) Request to Reclassify the Community Justice Director Position into Salary Grade E08.
    - a. Commissioner Magruder moved to approve the reclassification of the Community Justice Director Position into Salary Grade E08. Commissioner Smith seconded. **VOTE:** KJS/MM all in favor. Motion approved.
  - b) Request to Reclassify the HR Technician to an Administrative Assistant I Position.
    - a. Commissioner Magruder moved to approve the reclassification of the HR Technician to an Administrative Assistant I Position. Commissioner Smith seconded. **VOTE:** KJS/MM all in favor. Motion approved.
- 2. Grant DeJongh, Public Works Assistant Director:
  - a) Proposed Contract C93-2025, Rock Crushing Services in Ross Pit. This would allow us to maintain the road with crushed aggregate rock material at a substantial saving over buying commercially. This is usually done biennially.
    - a. After discussion, Commissioner Magruder moved to approve C93-2025, Rock Crushing Services in Ross Pit. Commissioner Smith seconded. **VOTE:** KJS/MM all in favor. Motion approved.
- 3. Holly Miller, IT Director:
  - a) BEAD Grant Application Update, and the application is due on Monday, the 28<sup>th</sup>.
    - a. Commissioner Magruder moved to authorize the chair to sign the BEAD Grant application and related materials. Commissioner Smith seconded. **VOTE:** KJS/MM all in favor. Motion approved.
  - b) Holly Miller also discussed with the Board that 838 additional sites need to be added to the application process for the RDOF grant. The engineers will bill for actual cost, but have said they would like to do so without exceeding \$4000.00. Commissioner Magruder moved to approve the additional \$4000.00, and Commissioner Smith seconded. **VOTE:** KJS/MM all in favor. Motion approved.
  - c) At the end of March, we ran out of funds for the Broadband project with SNG. Given that we have extra funds in the Title 3 monies, Holly would like to pay the consultant for the work that they have continued to do. We have a current invoice for \$43,000.00. Commissioner Magruder moved to approve C96-2024-1 Personal Services Contract with Strategic Networks Group for Broadband Consultation (Phase 2). Commissioner Smith seconded. With the discussion, Commissioner Magruder is excited to make this all happen. Commissioner Smith is becoming increasingly more hesitant about this project. **VOTE:** KJS/MM all in favor. Motion approved.
  - d) Ed McGlone, Assistant County Counsel, gave the Board Resolution 47-2025 In the Matter of Declaring the Intention to Seek Reimbursement from Future Financing by a Potential Broadband Utility. Commissioner Magruder moved to approve 47-2025, and Commissioner Smith seconded. **VOTE:** KJS/MM all in favor. Motion approved.

4. Corey Padron, Emergency Management Director, is here to request approval of C110-2025, 2024 Urban Area Security Initiative (UASI) Subrecipient Agreement No. 32003378. The Board previously approved, and we applied for the 2024 USC grant for \$40,000.00 in community Emergency response team supplies. As we navigated the complexities of federal grants and funding, those grants were released and awarded to the City of Portland through the Oregon Office of Emergency Management. We have now been offered the \$40,000.00. Commissioner Magruder moved to approve C110-2025, 2024 Urban Area Security Initiative (UASI) Subrecipient Agreement No. 32003378 with the Chair to Sign. Commissioner Smith seconded. **VOTE:** KJS/MM all in favor. Motion approved.

**COMMISSIONER MAGRUDER COMMENTS**

Fair time is fun time! Today, we open the Columbia County Fair at noon. My Fair Lady and Gentlemen Pageant is today! Commissioner Heimuller and I will be anxiously waiting for the crowning of My Fair Person. The competitors are people who work tirelessly, volunteering at many places. We went out to the fair last night to serve dinner to all the volunteers. It was wonderful to see all the sponsors and volunteers. This year, people have been up there working for 4 days now, showing livestock. Come to the fair and enjoy it.

**COMMISSIONER GARRETT COMMENTS**

Not Present

**COMMISSIONER SMITH COMMENTS**

One of the fun things you can do at the fair is try all the sweet treats! It was a lot of fun to help last night. Many hands make light work. The fair volunteers are down this year, so if you want to come out and volunteer, we would appreciate it. In honor of Pretrial Probation and Parole Supervision Week, we would like to take the opportunity to recognize the work that our Adult Officers and Juvenile Court Counselors do daily. Their efforts contribute to the preservation of a safe and livable community that we all enjoy here in Columbia County. We are fortunate to have them and that they are appreciated. With that, again we will be at the fair this afternoon, and come find us out there.

**ADJOURN**

With nothing further to come before this Board, the meeting recessed at 10:33 AM to the opening ceremonies for the Columbia County Fair and Rodeo.

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

The next regular scheduled meeting is on July 23, 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