



MINUTES OF THE SPECIAL MEETING OF THE COLUMBIA COUNTY BOARD OF COMMISSIONERS

July 13, 2026

9:00 AM - CALL TO ORDER AND PLEDGE OF ALLEGIANCE

A special meeting of the Columbia County Board of Commissioners was held on July 13, 2026, with Chairman Ryan R. Rundell, Commissioner Jack G. Miller, Commissioner Marty J. Hall, Clerk of the Board Virginia Schmidt present. List of attendees is attached.

9:00 AM - COLUMBIA COUNTY TREASURER

Treasurer Carla Rowe was present to discuss the 15% allocation of funds to Title II and/or Title III Forest Service projects.

Commissioner Hall moved to adopt Resolution #2026-14 in the matter of designating 15% of the state allocation of the secure rural schools and community self-determination act to title II and III projects. The motion unanimously carried.

Grant Morgan and Carla Rowe held a discussion regarding the County Road Department's need for a temporary loan from the Current Expense fund to pay vendors and contractors. Approximately \$1.4 million is needed until reimbursement funds are received. County Road has \$6000,000 in investments which can be utilized and \$764,000 is needed to carry over for an estimated month or two.

Commissioner Hall moved to adopt Resolution #2026-15 in the matter of approving an interfund loan from the Current Expense reserve to County Road. The motion unanimously carried.

9:20 AM - COLUMBIA COUNTY AUDITOR

Columbia County Auditor Will Hutchens held a discussion regarding the need for budget amendments.

A public hearing was set for July 27, 2026, at 9:30 am.

9:30 AM - JILL HOLMAN - SWIM THE SNAKE

Jill Holman was present to give updates and request advertising funds for the Swim the Snake event, to be held on August 8th. \$1,500 was requested form the hotel/motel fund.



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Commissioner Miller moved to approve the hotel/motel fund application for the Swim the Snake event in the amount of \$1,500. The motion unanimously carried.

9:45 AM - COLUMBIA COUNTY HUMAN RESOURCES

Ashley Kilts presented the updated employee evaluation form for approval. Edits included removing the 1-10 numbering scale.

Commissioner Miller moved to approve the performance evaluation form as presented. The motion unanimously carried.

Ashley presented job descriptions for approval.

Commissioner Hall moved to approve the changes to the job description for shop foreman mechanic, level 4, grade 12. The motion unanimously carried.

Commissioner Hall moved to approve the job description for the Emergency Management Director, level 3, grade 19. The motion unanimously carried.

Commissioner Hall moved to approve the job description for the E911 Lead Dispatcher, level 12, Grade A4. The motion unanimously carried.

Ashley presented the updated salary wage matrix to allow for placement, or adjustment, of the new job descriptions.

Commissioner Hall moved to adjust the amended 2026 salary wage matrix to fit the positions just approved. The motion unanimously carried.

Commissioner Miller moved to approve the Prosecuting Attorney's office hiring a temporary employee. The motion unanimously carried.

Commissioner Hall moved to approve the job description for the temporary legal office assistant for the Prosecutor's office, at grade 4, level A1. The motion unanimously carried.

MISCELLANEOUS

The Commissioners discussed a letter of support for Project Timothy and expressed their appreciation for the work they do and how they benefit the community.

Commissioner Hall moved to sign and send the letter of support to Project Timothy. The motion unanimously carried.



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COUNTY BOARD OF COMMISSIONERS**

There being no further business to come before the Board, the meeting was duly declared adjourned at 10:25 am.

Submitted by: *Virginia Schmidt*
Virginia Schmidt
Clerk of the Board

Approved:

Ryan R. Rundell
Ryan R. Rundell, Chairman

Jack G. Miller
Jack G. Miller, Commissioner

Marty J. Hall
Marty J. Hall, Commissioner

Columbia County Commissioners

Meeting Sign-In Sheet

Meeting Date: 7-13-26

Place/Room:

Please Print Name:

Time: 9:00am

1 Grant Morgan

2 Dave Schreck

3 Ashley Kiltz

4 Will Hutchens

5 Desi Lockard

6 Nancy Berensten

7 Jeromy Phinney (Z)

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