



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

January 16, 2024

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

The regular meeting of the Columbia County Board of Commissioners was held on January 16th, 2024, with Chairman Jack G. Miller, Commissioner Marty J. Hall, Commissioner Ryan R. Rundell, Clerk of the Board Virginia Schmidt and Deputy Clerk Ashley Kilts present. List of attendees is attached.

9:00 AM - DEPARTMENT HEAD MEETING

A department head meeting was held to discuss activities of the county departments; no action was taken.

9:40 AM - COLUMBIA COUNTY AUDITOR

Auditor Will Hutchens presented Resolution #2024-04 in the matter of amending resolution #2023-38 due to scrivener's errors; no change to the budget itself.

Commissioner Rundell moved to adopt Resolution #2024-04 amending Resolution #2023-38: adopting the 2024 Public Works budget. The motion unanimously carried.

9:45 AM - FINANCE COMMITTEE

Treasurer Carla Rowe and Auditor Will Hutchens were present to review the 2023 4th quarter financial report.

10:15 AM - COLUMBIA COUNTY TREASURER

Treasurer Carla Rowe reviewed the 2023 annual report of tax levy collections and the 2023 property tax refunds report.

Carla presented Resolution #2024-01 for adoption and explained the amount of uncollectible taxes that are to be canceled.

Commissioner Hall moved to adopt Resolution #2024-01 in the matter of uncollectible property taxes. The motion unanimously carried.

Carla discussed the funds received from the Confederated Tribes of the Umatilla Indian Reservation and the need to adopt Resolution #2024-02 for allocation procedures.

Commissioner Rundell moved to adopt Resolution #2024-02 in the matter of



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deposit and distribution of in-lieu of tax contribution from the CTUIR. The motion unanimously carried.

Carla reviewed the Cashvest (three+one) agreement for financial services and decided not to enter into the agreement at this time.

At 10:30 am, the Board recessed for 15 minutes.

10:45 AM - COLUMBIA COUNTY PUBLIC WORKS

Amber Phinney presented Resolution #2024-03 for adoption.

Commissioner Rundell moved to adopt Resolution #2024-03 in the matter of establishing multiple county road projects. The motion unanimously carried.

Tyler Huff was present to review janitorial services and costs for county facilities and to discuss job descriptions for the facilities' maintenance supervisor and assistant positions. A discussion was held regarding cleaning services for the courthouse and other facilities.

11:20 AM - COLUMBIA COUNTY PROSECUTING ATTORNEY

Dale Slack was present with payroll request forms for the following employees: Bigler, Christenson, Coaly, McCauley.

Commissioner Rundell moved to approve the payroll change forms effective January 16th, 2024. The motion unanimously carried.

11:30 AM - COLUMBIA COUNTY BOARD OF HEALTH

The Board of Commissioners recessed and the Board of Health convened at 11:30 am. Meeting Minutes of the Board of Health are available upon request.

Marty Hall will be the Board of Health Chairman for 2024.

At 11:50 am the Board of Health adjourned and the Board of Commissioners reconvened.

12:00 PM - BREAK FOR LUNCH

At 1:00 pm, an executive session was held for 15 minutes with Tyler Huff to discuss personnel pursuant to RCW 42.30.110(1)(g). At 1:15 pm, the session was extended for 15 minutes. The session closed at 1:30 pm; no action was taken.



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1:15 PM - COLUMBIA COUNTY HUMAN RESOURCES

Human Resources was not present.

1:30 PM - EXECUTIVE SESSION: PERSONNEL RCW 42.30.110(1)(G)

At 1:30pm, an executive session was held for 30 minutes with Chairman Jack Miller, Commissioner Ryan Rundell, Commissioner Marty Hall, Virginia Schmidt and Ashley Kilts to conduct an interview for the Public Health Administrator position pursuant to RCW 42.30.110(1)(g). The session closed at 2:00 pm; no action was taken, no direction was given.

MISCELLANEOUS

Commissioner Hall moved to approve the meeting minutes of January 2 and 8, 2024. The motion unanimously carried.

Commissioner Rundell moved to approve the December 2023 warrants # 41975-42342 (excluding districts) and direct deposits in the amount of \$2,265,209.47. The motion unanimously carried.

No comments were made regarding the special occasion liquor license for the Dayton Chamber of Commerce.

Commissioner Hall moved to adopt Resolution #2024-05 in the matter of establishing a Columbia County Park and Recreation District. The motion unanimously carried.

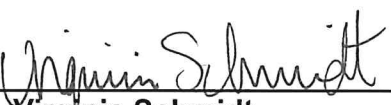
Commissioner Hall moved to reappoint Dani Boen to the Civil Service Commission for a 4-year term beginning January 1, 2024. The motion unanimously carried.

At 2:05 pm, the Board recessed until 6:00 pm.

6:00 PM - PUBLIC COMMENT SESSION

At 6:00 pm the board reconvened to hear public comments. No comments were made.

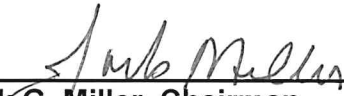
There being no further business to come before the Board, the meeting was duly declared adjourned at 6:10 pm.

Submitted by: 
Virginia Schmidt
Clerk of the Board

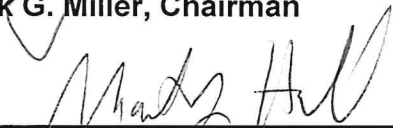


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Approved:



Jack G. Miller, Chairman



Marty J. Hall, Commissioner



Ryan R. Rundell, Commissioner

Columbia County Commissioners

Meeting Sign-In Sheet

Meeting Date: 1-16-24

Place/Room:

Please Print Name: BOCC + VS + At		Time:
1 Amber Phinney		9:00 am
2 Tammy Kitterman		
3 Will Hutchens		
4 Dena Martin (Z)		
5 Tina Bobbitt (Z)		
6 Mel Mings		
7 Carla Rose		
8 Jan Strobel		
9 Norrie Gregoire (Z)		
10 Joe Helm		
11 Kristen Thorstenson (Z)		
12 Delphine Bailey (Z)		
13 Tyler Huff		
14 Dale Slack		
15 Nancy Berensten		1:30
16 Bost - Nancy Laughery, Debbie Davis, Chuck Belong		11:30
17 Jasmin Helm		
18		6:00 pm
19 Barbara Miller		
20		