



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

February 20, 2024

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

The regular meeting of the Columbia County Board of Commissioners was held on February 20, 2024, with Chairman Jack G. Miller, Commissioner Marty J. Hall, present on Zoom, 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; the paving project for the Courthouse was discussed, new employees in the Emergency Management office, Sheriff's office and the Prosecuting Attorney's office. A committee will be formed to discuss county benefits. No action was taken.

9:40 AM - JIM PEARSON - THE CLUB

Jim Pearson from The Club was present to give program updates and request \$5,000 in Juvenile Justice funding in support of activities at The Club.

Commissioner Hall moved to approve The Clubs' request for funding in the amount of \$5,000 from the Juvenile Justice Fund. The motion unanimously carried.

10:00 AM - PUBLIC HEARING: BUDGET AMENDMENTS

At 10:00 am, a public hearing was held to discuss the proposed budget amendments. A list of those present is attached. The proposed amendments to the Human Resources budget were reviewed by the Columbia County Auditor. The auditor also explained the need to set up the Health Care Reimbursement Fund to hold funds for deductibles for county employees. Time was allowed for public comment. The hearing closed at 10:08 am.

Commissioner Rundell moved to adopt Resolution #2024-07 in the matter of creating a new Health Care Reimbursement Fund #634000. The motion unanimously carried.

Commissioner Hall moved to adopt Resolution #2024-08 in the matter of amending the 2024 current expense budget. The motion unanimously carried.



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10:20 AM - COLUMBIA COUNTY I.T.

I.T. Director Tim Dyke held a discussion regarding donating used miscellaneous county equipment to the Blue Mountain Humane Society.

Commissioner Hall moved to allow the I.T. manager to donate our unused computer equipment to the Blue Mountain Humane Society. The motion unanimously carried.

Commissioner Hall moved to approve a payroll change form for Timothy Dyke with a 5-step increase provided that falls within the approved budgeted amount. The motion unanimously carried.

10:30 AM - COLUMBIA COUNTY PUBLIC WORKS - FACILITIES MAINTENANCE

Grant Morgan held a discussion regarding reorganizing the Parks & Recreation Department and developing it as its own department, not affecting the budget. A salary schedule and organizational chart were drafted and presented for approval with Resolution #2024-09.

Commissioner Hall moved to adopt Resolution #2024-09 in the matter of the Parks and Recreation salary schedule and organizational chart. The motion unanimously carried.

Tyler Huff gave departmental updates regarding the courthouse parking lot paving project, facilities updates and informed the Board that Dakota Baker was leaving employment with Columbia County.

The Board had no objections to a credit card for Tyler Huff with a limit of \$10,000.

Jason Laughery was moved to a supervisory position for Courthouse Maintenance with the proper job description and salary schedule.

Commissioner Rundell moved to approve the reclassification payroll change form for Jason Laughery as presented. The motion unanimously carried.

A discussion was held regarding quotes for improvements to the jockey office building at the fairgrounds. Further discussions will be had before making any decisions.

Tyler led a discussion regarding janitorial services at the courthouse and possibly hiring a cleaning company to do quarterly deep cleaning of the courthouse. A part-time employee is needed to continue daily cleaning of the courthouse. The position will be advertised.



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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.

The Board of Health adjourned at 11:52 am and the Board of Commissioners reconvened.

12:00 PM - BREAK FOR LUNCH

1:15 PM - COLUMBIA COUNTY EMERGENCY MANAGEMENT

Desi Lockard was present to submit the annual FY23 EMPG grant for signatures for 2023 and 2024.

Commissioner Rundell moved to approve the FY2023 and 2024 EMPG grant between Columbia County and the Washington State Military Department, and authorize the chair to sign. The motion unanimously carried.

1:25 PM - COLUMBIA COUNTY HUMAN RESOURCES

Kristi Zinn presented a new form for birthday/milestone recognitions to be added to the New Employee Packet.

Commissioner Rundell moved to approve the new recognition form to be added to the New Employee Packet. The motion unanimously carried.

At 1:30 pm, an executive session was held for 15 minutes with Kristi Zinn to discuss personnel pursuant to RCW 42.30.110(1)(g). At 1:45 pm, the session was extended for an additional 15 minutes. The session closed at 2:00 pm; no direction was given, no action was taken.

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

MISCELLANEOUS

Commissioner Hall moved to approve the annual membership dues for the Historical Depot Society. The motion unanimously carried.

Commissioner Rundell moved to approve the annual dues in the amount of \$450 to NACO. The motion unanimously carried.



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COUNTY BOARD OF COMMISSIONERS**

A bid opening will be held on Monday, April 1st, 2024 at 10:00 am to open bids for the legal newspaper of record.

Commissioner Rundell moved to approve the meeting minutes of February 5 and 12, 2024. The motion unanimously carried.

Commissioner Hall moved to approve the January 2024 warrants #42343-42702, excluding districts, and deposits in the amount of \$1,528,743.13. The motion unanimously carried.

A discussion was held regarding leasing the office space at 309 E Main St. and moving the HR department into the new office to allow for more space, privacy and safety. The current HR office would be leased by the County for the Elections office. Further discussions will be had before signing the lease.

6:00 PM - PUBLIC COMMENT SESSION

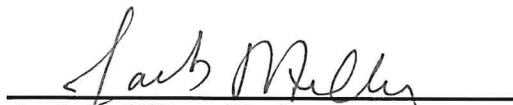
Public comments were taken.

There being no further business to come before the Board, the meeting was duly declared adjourned at 6:25 pm.

Submitted by:


Virginia Schmidt
Clerk of the Board

Approved:


Jack G. Miller, Chairman


Marty J. Hall, Commissioner


Ryan R. Rundell, Commissioner

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SCANNED

Columbia County Commissioners

Meeting Sign-In Sheet

pg 1

Meeting Date: 2-20-24	Place/Room:
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Please Print Name: Ryan R, Jack M, Ak LVS		Time:
1 Marty Hall (2)		
2 Will Hutchens		
3 Dave Shrock		
4 Tammy Kitterman		
5 Carey Honeycutt		
6 Delphine Bailey (2)		
7 Jessica Ruffen		
8 Erica Bennett Tyler Huff		
9 Kristi Zinn		
10 Joe Helm		
11 Carla Desi Lockard		
12 Grant Morgan		
13 Dale Slack		
14 Dena Martin		
15 Tim Dyke (2)		
16 Kristen Thorsten (2)		
17 Carla Rowe		
18 Jim Pearson		
19 Iphene (2)		
20 Chuck Belamy	Both	11:30

Columbia County Commissioners

Meeting Sign-In Sheet

Meeting Date: 2-20-24

Place/Room: pg 2

Please Print Name:	Time:
1 Nancy Laughery	
2 Jasmin Helm	
3 Kristen Thorstenson	
4 Kevin Rust	
5 Debbie Davis (z)	
6 BARRY MILLER	
7 Bret + Jude (z)	6:00 pm
8 GENE MURPHY	
9 Jessica Ruffcorn	6:00 pm
10 Theresa FIER	6:00 pm
11 Cindy Jones	6:00 pm
12 Jim Dyke	6:00 pm
13 phone (z)	
14 Sara Vance	1807 0605 pm
15 Dale Slack	
16	
17	
18	
19	
20	