



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

February 26, 2024

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

A special meeting of the Columbia County Board of Commissioners was held on February 26, 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 - COLUMBIA COUNTY PUBLIC WORKS**

Tyler Huff presented an updated job description for the Head Groundskeeper. Amendments included making the position a non-union position.

*Commissioner Hall moved to approve the job description for the Head Groundskeeper and authorize the chair to sign. The motion unanimously carried.*

### **9:20 AM - EMERGENCY MANAGEMENT**

Tina Bobbitt was present to give departmental updates to include the CAD system, various grants, LEPC, and the Hazard Mitigation Plan.

### **9:40 AM - COLUMBIA COUNTY SHERIFF**

Joe Helm presented two payroll change forms and discussed staffing in the Sheriff's Office. Commissioner Rundell emphasized the need to increase the salaries of all elected officials in the future.

*Commissioner Rundell moved to approve the payroll change forms for Robbie Patterson to step 26 and Joe Helm to \$93,565.00. The motion unanimously carried.*

### **10:00 AM - HUMAN RESOURCES**

At 10:05 am, an executive session was held for 15 minutes with Kristi Zinn to discuss personnel pursuant to RCW 42.30.110(1)(g). The session closed at 10:20 am; no direction was given, and no action was taken.



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COUNTY BOARD OF COMMISSIONERS**

**11:15 AM - EXECUTIVE SESSION: PERSONNEL RCW 42.30.110(1)(G)**

At 11:15 am, an executive session was held for 45 minutes to conduct interviews for the Public Health Administrator position pursuant to RCW 42.30.110(1)(g). The session closed at 12:00 pm; no action was taken, and no direction was given.

**MISCELLANEOUS**

*Commissioner Hall moved to approve the payroll change form for a 1-step increase for Brenda Baker. The motion unanimously carried.*

*There being no further business to come before the Board, the meeting was duly declared adjourned at 12:00 pm.*

Submitted by: Virginia Schmidt  
Virginia Schmidt  
Clerk of the Board

Approved:

Jack G. Miller  
Jack G. Miller, Chairman

Marty J. Hall  
Marty J. Hall, Commissioner

Ryan R. Rundell  
Ryan R. Rundell, Commissioner

# Columbia County Commissioners

## Meeting Sign-In Sheet

Meeting Date: 2/26/24

Place/Room:

| Please Print Name: BOCC + VS + ALK | Time: |
|------------------------------------|-------|
| 1 Grant Morgan                     |       |
| 2 Tyler Huff                       |       |
| 3 Carey Honeycutt                  |       |
| 4 Iphone (2)                       |       |
| 5 Guest (2)                        |       |
| 6 Tina Bobbitt                     |       |
| 7 Joe Helm                         |       |
| 8 Kristi Zinn                      |       |
| 9                                  |       |
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