

Port of Skamania County

Minutes of Board of Commissioners February 20, 2024

In Attendance: Commissioner Taylor (Zoom), Commissioner Broughton, Commissioner Kingston, Director - Pat Albaugh, Finance Manager - Cindy Bradley, Facilities Manager - Doug Bill, Auditor - Monic Masco, Minute Taker - Stephanie Goetz

Guests: None

Call to Order: Commissioner Kingston called the meeting to order at 1700.

Public Comment: No public comment(s).

Changes to the Agenda: No changes.

Consent Agenda: The following items were presented for Commissioner's approval. (Consent agenda items are intended to be passed by a single motion to approve all listed actions.)

1. Approval of the Minutes
 - January 30, 2024 Minutes

2. Approval of Pre-Issued General Fund Vouchers **\$18,963.08**
22025-22026 (Checking)
Electronic Fund Transfers (EFT) 02/05/2024-01 thru 02/05/2024-05

- Approval of Pre-Issued General Fund Vouchers **\$28,744.76**
22027-22046 (Checking)

- Approval of General Fund Vouchers **\$22,872.07**
22047-22059 (Checking)
Electronic Fund Transfers 02/20/2024-01 thru 02/20/2024-04

--MOITION-- Commissioner Taylor made a motion; Commissioner Broughton seconded the motion to approve the consent agenda items 1 and 2 as presented. All voted in favor and the motion carried unanimously.

Commissioner & Staff Reports

Attorney's Report: Not present

Finance Manager's Report: Beacon Rock Golf Course was issued a check from the 2017 insurance settlement. The Port previously received the money, but we were waiting for the work to be completed and verified. Skamania Acupuncture, and Skunk on payment plans and paying as agreed. Empress is behind on payments.

Facilities Update: Tenants are happy, no complaints. Projects - container showed up for the Red Barn storage. PCT group have moved out of the basement and we're ready to pour a concrete floor and reorganize the file room. The second dock section has been completed. We need to find a permanent location for the Clark and Lewie's dumpster. LDB entrance door to go in soon depending on weather. For the BRGC, we have received one refusal, and one bid for the roof project that needs to be completed.

Commission Update: Nothing to add; next EDC meeting is in April.

Executive Director Report: Reminder to all Commissioners that they are requested by the State to complete and submit their F-1 reports and let Stephanie know when they have been completed. Still haven't heard anything from USACE or Department of Commerce. Work continues on the Cascade Business Park.

WPPA spring conference is here in Stevenson at the Lodge of Skamania. We've been asked if we want to host a pre-event BBQ the evening beforehand. The question is, are we interested in it, and if so, we don't have a set budget pre-approved. Commissioner Broughton remarked that he believes it is worth it and any publicity is good publicity. A welcoming speech is to be given by the Commissioner's or Executive Director at event.

New Business & Administrative Approvals

1. Discussion / Action - Safety and Wellness Policy

--MOTION-- Commissioner Broughton made a motion; Commissioner Taylor seconded the motion to approve the Safety and Wellness Policy as presented. All voted in favor and the motion was carried unanimously.

2. Discussion / Action - Stevenson Saturday Market Facility Use Waiver

--MOTION-- Commissioner Broughton made a motion; Commissioner Taylor seconded the motion to waive the Facility Use Permit fee to sponsor the 2024 Stevenson Market. All voted in favor and the motion was carried unanimously.

Adjourned: Meeting adjourned at 1712.

APPROVED BY:

Commissioner Ray Broughton, Secretary (District 1)

Commissioner Jennifer Taylor, Vice-President (District 2)

Commissioner Todd Kingston, President (District 3)

ATTEST: _____
Stephanie Goetz, Minute Taker

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