

Port of Skamania County
Minutes of the Board of Commissioners
February 10, 2015
Regular Meeting 3:00 pm

Call to Order: Commissioner Bolstad called the meeting to order at 3:00 pm.

Attendance: Commissioners Gail Collins, Tony Bolstad and Kevin Waters; Attorney Ken Woodrich, Executive Director John McSherry, Executive Assistant Julie Mayfield, Finance Manager Randy Payne, Facilities Manager Doug Bill. Guests Norm Ward, Bob Hamlin, Philip Watness, Tom Linde, Paul Spencer.

Public Comment: None.

Meetings and Seminars:

Commissioner Collins, John, and Julie attended a joint meeting with the Port of Cascade Locks on February 5 in Cascade Locks.

John attended the City of Stevenson Planning Commission meeting. The city is working on the Shoreline Management Program Update. The Port is discussing ways to maximize use of the waterfront under the new shoreline management criteria.

John met with Larry Douglass of Skamania County, who has taken over the duties of Scott Pineo. They set up a meeting for February 17, 2015.

Minutes Approval:

*---MOTION--- Commissioner Bolstad moved to approve the **January 27, 2015 Special Meeting (Planning Workshop) Minutes**. Commissioner Collins seconded; the motion carried.*

*---MOTION--- Commissioner Bolstad moved to approve the **January 27, 2015 Regular Meeting Minutes**. Commissioner Collins seconded; the motion carried.*

Vouchers Approval:

*---MOTION--- Commissioner Bolstad moved to approve the **General Fund Vouchers numbered 16212 through 16238 in the amount of \$35,200.71 dated February 10, 2015**. Commissioner Collins seconded; the motion carried.*

Administrative Approvals: None.

Staff Reports:

- **Facilities Report:** Doug reported the City of Stevenson Building Inspector has approved the completed demising wall in the River Point building; they started working on the wastewater line for the new restroom facilities for Space B yesterday—should be done in a few days. Commissioner Waters requested that staff regularly inspect the residences areas at Wind River Business Park to ensure

they are kept maintained. The windows project at Beacon Rock Golf Course is complete.

- **Attorney's Report.** None.

Director's Report/Unfinished Business:

1. *Tenants Update:* Apparently the soda beverage vendor is seeking to recover damages from the maker of the water line part that broke *causing* extensive flood damage at the Old Saloon building (tenant Kellogg Group with Clark & Lewie's restaurant). Battelle will be vacating the Skye Building—Slingshot has expressed interest in using it in the interim. LDB Beverage (River Point building) continues assembling equipment toward getting their operation functional.
2. *Discovery III:* John is reviewing engineers/architects from the Professional Services List and continuing to work with the tenant expanding on meeting the CERB grant/loan application criteria (WA State Community Economic Revitalization Board).
3. *River Point Building:* The first draft drawings for the roof should be available in the end of February with specs prepared by March 5, 2015. The bids process will be 30 days as required by the EDA grant conditions. The contractor PRC (Professional Roof Consultants) will be at the site Friday.
4. *Cascade Avenue Upgrade Project.* The Port has developed a contract between the City of Stevenson and Skamania County for the .09 Tax Fund to assist with the project.
5. *Wind River Business Park (WRBP).* There was discussion about managing the park; the Commission confirmed again that the Port will not release management of WRBP to any other management entity; the Port will continue maintaining control of the property and continue to review any viable lease prospects on a case-by-case basis. Ken commended Commissioner Waters for being careful to not transmit recent correspondence around this issue to other commissioners. John presented handouts of that recent correspondence by Commissioner Waters for all commissioners to review.

John responded to Lane Stettler's request to lease or purchase a part of the WRBP property that abuts his property. John is looking into lease pricing.

New Business: John suggested the Port develop a broker's fee policy. John reviewed the Port of Vancouver's policy as an example. John will continue research and begin drafting a policy for review.

Executive Session: Commissioner Bolstad called for an Executive Session from 3:35 pm to 4:05 pm for 30 minutes per RCW 42.30.110 (c) To consider the minimum price at which real estate will be offered for sale or lease when public knowledge regarding such consideration would cause a likelihood of decreased price. However, final action selling or leasing public property shall be taken in a meeting open to the public.

The Commission directed John to continue negotiations.

Adjournment: The Chairperson adjourned the meeting at 4:24 pm.

Next Meeting: The next regularly scheduled meeting of the Board of Port Commissioners is February 24, 2015 at 3:00 pm at the Port office conference room: 212 SW Cascade Avenue, Stevenson, Washington. Commissioner Bolstad will likely be calling in.

APPROVED BY:

Commissioner Tony Bolstad, Secretary (District 1)

Gail Collins

Commissioner Gail Collins, Vice-President (District 2)

Kevin Waters

Commissioner Kevin Waters, President (District 3)

ATTEST:

Julie Mayfield

Julie Mayfield, Executive Assistant