

**Port of Skamania County**  
**Minutes of the Board of Commissioners**  
**June 11, 2013**  
**Regular Meeting 3:00 pm**

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

**Attendance:** Commissioners WD Truitt and via telephone Tony Bolstad; Attorney Ken Woodrich, Executive Director John McSherry, Executive Assistant Julie Mayfield, Finance Manager Randy Payne, Facilities Specialist Karl Wilkie (at 4:23 pm), Facilities Manager Doug Bill. Guest Phillip Watness (*Skamania County Pioneer*).

**Public Comment:** None

**Meetings and Seminars:**

Julie attended the Chamber Break at Elk Ridge Golf Course/Carson Hot Springs; Randy and Doug attended a facilities management software presentation at the Port office—they will test the software with a one-month trial version.

**Minutes Approval:**

*---MOTION--- Commissioner Bolstad moved to approve the May 28, 2013 Regular Meeting Minutes. Commissioner Truitt stepped down and seconded; the motion carried.*

**Vouchers Approval:**

*---MOTION--- Commissioner Bolstad moved to approve the Pre-issued General Fund Vouchers numbered 14964 through 14973 in the amount of \$10,503.71 dated June 5, 2013. Commissioner Truitt stepped down and seconded; the motion carried.*

*---MOTION--- Commissioner Bolstad moved to approve the General Fund Vouchers numbered 14974 through 14993 in the amount of \$166,832.43 dated June 11, 2013. Commissioner Truitt stepped down and seconded; the motion carried.*

**Administrative Approvals:** None

**Staff Reports:**

- **Facilities Report:** Doug reported on the **Coyote Ridge Road** paving progress at Cascades Business Park in North Bonneville: it was discovered that 638 feet of roadway had insufficient sub-base depth and was removed and new sub-base and fabric was installed and compacted; the new base is 10 to 18 inches. Contractor Crestline is assuming costs for these repairs. Paving is scheduled for Thursday and should be completed in the next 3 to 4 days.

Primer is on the new walls at the Discovery building built to accommodate **Art of Action's** expansion.

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

**Director's Report/Unfinished Business:**

1. *Tenants Update:* There was a fire at the residence of **212 Chapman Avenue** at Wind River Business Park on June 3, 2013. We are waiting to hear back from the County's insurance adjuster. It affected half of the second story living space. John declared an emergency to expedite repairs.

*---MOTION--- Commissioner Bolstad moved to ratify Executive Director John McSherry's Emergency Declaration to expedite repairs to fire-damaged residence 212 Chapman Avenue at WRBP on June 3, 2013. Commissioner Truitt stepped down and seconded; the motion carried.*

2. *Wind River Business Park (WRBP):* The test water well drilling has begun. A 6-inch hole has been drilled to 230 feet with water encountered early on the first day of drilling; it appears it will be a productive well. The 6-inch hole will be reamed to 10 inches and then to 14 inches; John received the preliminary well casing plan yesterday.

The Request for Proposals (RFP) for the **Biomass Feasibility Study** for Trout Creek Field was sent out; responses are due June 14, 2013. Based on the responses, we will decide to interview or not.

3. *Old Saloon:* We continue discussing options for leasing with potential tenants. The Port will make some minor repairs such as exterior painting.
4. *Wavebreak:* Ferguson is proposing a disclaimer to be included in new agreement to rebuild the wavebreak; they'll rebuild it using existing parts with no labor charge to the Port, but they will charge for new steel that will be added to the design. The total cost should be around \$33,000. It was decided the Port will have a third-party engineer review the new design.
5. *Vehicle Camping:* Julie collected some examples of vehicle camping policies; more are coming from MRSC; she will forward to Commissioner Bolstad.

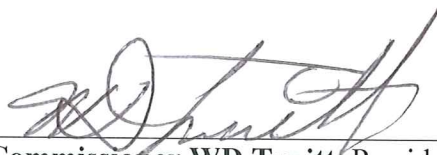
**New Business:** None

**Executive Session:** None

**Adjournment:** The Chairperson adjourned the meeting at 3:59 pm.

**Next Meeting:** The next regularly scheduled meeting of the Board of Port Commissioners is May 28, 2013 at the Port office conference room: 212 SW Cascade Avenue, Stevenson, Washington.

**APPROVED BY:**



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**Commissioner WD Truitt**, President (District 2)

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**Commissioner Tony Bolstad**, Vice-President (District 1)

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**Commissioner Kevin Waters**, Secretary (District 3)

**ATTEST:**



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**Julie Mayfield**, Executive Assistant