

**Port of Skamania County**  
**Minutes of the Board of Commissioners**  
**Special Meeting—Budget Workshop, 2:30 pm**  
**Regular Meeting**  
**September 25, 2012, 3:00 pm**

**Call to Order:** Commissioner Waters called the meeting to order at 2:32 pm.

**Attendance:** Commissioners WD Truitt, Kevin Waters, and via telephone until 3:20 pm Tony Bolstad; Attorney Ken Woodrich, Executive Director John McSherry, Finance Manager Randy Payne, Facilities Specialist Karl Wilkie (3:32 pm arrival), Auditor Monica Masco, Executive Assistant Julie Mayfield.

**Public Comment:** Guest Phillip Watness from *Skamania County Pioneer*.

**Capital Improvements Workshop:** John covered the list of potential projects for 2013 with the Commission; the Commission will rank the projects in order of importance at the next Commission meeting.

**Meetings and Seminars:**

Commissioner Truitt attended the EDC meeting.

Commissioner Waters attended the MCEDD (Mid Columbia Economic Development District) quarterly meeting; he reported the WRBP/Carson Water System is listed as the number one project in MCEDD's Comprehensive Economic Development Strategy (CEDS) for the Gorge.

**Minutes Approval:**

*---MOTION--- Commissioner Truitt moved to approve the **September 11, 2012 Meeting Minutes**. Commissioner Waters stepped down and seconded; the motion carried.*

**Vouchers Approval:**

*---MOTION--- Commissioner Truitt moved to approve the **General Fund Vouchers numbered 14457 through 14483 in the amount of \$24,301.59 dated September 25, 2012**. Commissioner Waters stepped down and seconded; the motion carried.*

**Administrative Approvals:**

*---MOTION--- Commissioner Truitt moved to **ratify the Washington State Department of Commerce Contract for the Wind River Business Park (WRBP) Water/Wastewater System at Trout Creek Field**. Commissioner Bolstad seconded; the motion carried.*

## **Staff Reports:**

### **Auditor's Report:** Presented by Monica Masco

August 31, 2012 Cash Balance is \$995,264.16.

Total revenue for August was \$51,513.14 and expenditures were \$149,097.00: Netting excess expenditures over revenue in the amount of \$97,583.86; year to date expenditures are over revenue in the amount of \$70,657.70.

John and Randy went over the remainder of the 2012 budget with projection through year end with the Commission, line by line.

### **Unfinished Business/Director's Report:** Presented by John McSherry

1. *Tenants update:*

Slingshot Sports reported receiving approval for \$5,000 WA State Dept. of Commerce expenses reimbursement grant for export activities related to tradeshow in Europe this October. John noted this was a result of their attendance at the Port sponsored Export Training in August at Skamania Lodge. Normandeu is pleased with the HVAC repairs. Last US Bag is now using the NOANet fiber optic network recently installed by Sawtooth Technology.

2. *Strategic Planning:*

Wind River Business Park (WRBP): We are reviewing the small works roster for drillers for bidding the water well installation.

Cascades Business Park (CBP): While relocating a fire hydrant, contractor Crestline encountered the sewer line where the water line is supposed to be placed—water line will have to be angled over the top. This will require a change order; the project is otherwise on schedule. John reported on a potential tenant interested in relocating to CBP.

3. *Wavebreak:* no update.

4. *Beacon Rock Golf Course:* John is waiting on a few missing pieces of information for the RFP completion; will advertise with PGA, local paper, and perhaps in the Portland DJC. The question was raised of offering the course “for sale”: the Commission agreed that “for sale” is not an option. John will get RFP draft to the Commissioners to review.

**New Business:** None.

**Executive Session:** Commissioner Waters called for an Executive Session from 5:08 pm to 5:18 pm for 10 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, and (i) To discuss with legal counsel representing the agency matters relating to agency enforcement actions, or to discuss with legal counsel representing the agency litigation or potential litigation to which the agency, the governing body, or a member acting in an official capacity is, or is likely to become, a party, when

public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to the agency.

No decisions were made.

**Adjournment:** The Chairperson adjourned the meeting at 5:20 pm.

**Next Meeting:** The next regularly scheduled meeting of the Board of Port Commissioners is October 9, 2012, 3:00 pm, at the Port office conference room: 212 SW Cascade Avenue, Stevenson, Washington.

**APPROVED BY:**

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**Commissioner Keyin Waters, President (District 3)**

*WD Truitt*

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

*Ty Bolstad*

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**Commissioner Tony Bolstad, Secretary (District 1)**

**ATTEST:**

*Julie Mayfield*

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**Julie Mayfield, Executive Assistant**