

Port of Skamania County
Minutes of the Board of Commissioners
March 13, 2012
Regular Meeting 3:00 pm

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

Attendance: Commissioners WD Truitt, Kevin Waters, and Tony Bolstad; Attorney Ken Woodrich, Executive Director John McSherry, Executive Assistant Julie Mayfield, Facilities Specialist Karl Wilkie, Finance Manager Randy Payne.

Public Comment: None; closed 3:30 pm.

Meetings and Seminars:

Julie and Karl attended the Chamber Break at Bonneville Dam today.

Commissioner Waters attended the Chamber meeting.

Commissioner Truitt, John, and Julie met Senator Patty Murray's new Southwest Washington Director, Katie Whittier, at the Hegewald Rock Creek Center Friday March 9. Commissioner Truitt also attended the EDC meeting.

John, Julie, and Randy attended the third SET (Stronger Economies Together) training in Moro, Oregon.

Minutes Approval:

*---MOTION--- Commissioner Bolstad moved to approve the **February 28, 2012 Regular Meeting Minutes**. Commissioner Truitt seconded; the motion carried.*

Vouchers Approval:

*---MOTION--- Commissioner Truitt moved to approve the **Pre-issued General Fund Voucher numbered 14074 through 14074 in the amount of \$350, dated March 12, 2012**. Commissioner Bolstad seconded; the motion carried.*

*---MOTION--- Commissioner Bolstad moved to approve the **General Fund Vouchers numbered 14075 through 14104 in the amount of \$31,306.01, dated March 13, 2012**. Commissioner Truitt seconded; the motion carried.*

Administrative Approvals:

*---MOTION--- Commissioner Bolstad moved to ratify the **Battelle Lease Renewal in the Teitzel Building, North Bonneville, from April 1, 2012 through March 31, 2013, for \$2,391.38 per month, which includes leasehold tax**. Commissioner Truitt seconded; the motion carried.*

Staff Reports:

- **Facilities Report:** Presented by Karl Wilkie

Karl has been working on drainage and stormwater throughout the properties because of the recent heavy rain; continued working with Insitu at the River Point Building; removing old shelving in Port office basement; replaced one of the two sump pumps in the Tichenor Building; clearing items from the Columbia Avenue parking spaces; landscaping at Tichenor (removed last big tree in front and paring back the shrubbery); graded parking area adjacent to the Old Saloon and worked on leak issues under the deck; Tichenor Suite 110 HVAC system troubleshooting; removing moss on Russell to Tour Boat Dock; researching low impact development strategies.

- **Attorney's Report:** Presented by Ken Woodrich

Ken worked on the Wind River Valley Water/Wastewater System project with the Joint Task Force (JTF—Port, PUD, County).

Ken will be requesting a rate increase as a result of increased health insurance costs.

Director's Report/Unfinished Business:

1. *Tenants Update:* Normandeau will not exercise its first right of refusal for the soon vacant space in the Tichenor Building (Stevenson) when Galaxy merges with Last US Bag (LUSB) at the WRBP (Wind River Business Park). There are still 2,500 sf of available space at the Discovery Building in North Bonneville. Sawnnet continues working on the fiber project for the Seed Processing building at WRBP where LUSB will begin moving in this week. John and Randy are working with Beacon Rock Golf Course (BRGC) on their lease renewal. The current tenant in residence Building #1053 is leaving and a new tenant lease is being prepared. There was a discussion regarding amending 130 Bar and Grill's lease to weight payments for seasonal cash flow.
2. *Wind River Business Park (WRBP):* The energy efficient lights arrived today for the 2130 Building; John presented photos of the renovation progress. The tenant will begin moving items to the site beginning this week.
3. *Wavebreak:* No update.
4. *126 SW Cascade Avenue ("LBH") Demo:* John has not met with Mary Ann at the City of Stevenson yet.

Community Connection: The Port's website now has a blog—see the “news” link on the front page.

Direction: Port Goals—Continuing work on Comprehensive Scheme of Harbor Improvement—the special meeting is tomorrow to **March 14, 2012, 3:00 pm.**

New Business: Commissioner Truitt brought up a potential event for WRBP. John reported that two projects, Coyote Ridge Paving (Cascades Business Park, North Bonneville) and the Wind River Water/Wastewater system are in the State's Capital budget.

Executive Session: None.

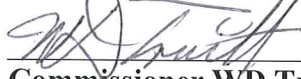
Adjournment: The Chairperson adjourned the meeting at 4:57 pm.

Next Meeting: The next regularly scheduled meeting of the Board of Port Commissioners is March 27, 2012, 3:00 pm at the Port office conference room: 212 SW Cascade Avenue, Stevenson, Washington.

APPROVED BY:



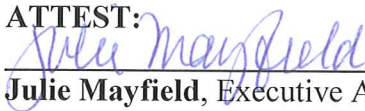
Commissioner Kevin Waters, President (District 3)



Commissioner WD Truitt, Vice-President (District 2)

Commissioner Tony Bolstad, Secretary (District 1)

ATTEST:



Julie Mayfield, Executive Assistant