

Port of Skamania County
Minutes of the Board Commissioners
April 19, 2022
Regular Meeting
Zoom Meeting

In attendance: Commissioner Todd Kingston, Commissioner Jennifer Taylor (Zoom) , Executive Director Pat Albaugh, Port Attorney Ken Woodrich (Zoom), Facilities Manager Doug Bill, Finance Manager Cindy Bradley, Wanda Scharfe Minute Taker
Port Auditor, Monica Masco (Zoom)

Absent: Commissioner Ray Broughton

Guests: Ben Johnson

Call to Order: Commissioner Kingston called the meeting to order at 5:00 p.m.

Public Comment: Ben Johnson of Maul Foster Alongi presented the Dept. of Ecology Integrated Planning Grant update

Consent Agenda: The following items were presented for Commissioners' approval.
(Consent agenda items are intended to be passed by a single motion to approval all listed actions.
If discussion of an individual item is requested by a commissioner, that item should be removed from the consent agenda and considered separately after approval of the remaining consent agenda items.

1. Approval of the Minutes
 - Regular Meeting Minutes of March 15, 2022
2. Approval of Pre-Issued General Fund Vouchers
 - \$12,719.51 (3/18/2022)
Voucher #21226-21229
4 Electronic Fund Transfers (EFT)
 - \$43,350.05 (04-05-2022)
Vouchers #21230-21250
Four (4) Electronic Fund (EFT)
3. Approval of Pre-Issued General Fund Vouchers
 - \$69,256.02 (4/20/2022)
Voucher # 21251-21261
11 Electronic Fund Transfers

-MOTION—Commissioner Taylor made a motion; Commissioner Kingston stepped down and seconded the motion to approve the consent agenda items 1 through 3 as presented. All voted in favor and the motion carried unanimously.

Commissioner Updates: Commissioner Kingston attended the Grand Opening of the new cruise ship dock at the Port of Kalama with Director Albaugh Friday, April 15, 2022.

Director's Report: Director Albaugh informed the Commissioners he has been working with Alison Hart to set up a date for the Strategic Planning Session. He and Todd attended the opening of the Port of Kalama's cruise ship dock. The event was well done. The Port of Kalama is an example of diversification. They have recently increased their focus on tourism. Director Albaugh's efforts to solicit funding for the Cascade Business Park continues. The Port will be hosting a brief visit from the Regional EDA representative who will be touring the area. The visit is timely as we recently submitted our application for a 5-million-dollar grant from the EDA.

Facilities Report: Doug Bill reported on recent vandalism at the Port regarding a Port vehicle, a Tenant vehicle and damage to the boat launch restroom. He has completed repairs on our vehicle. Director Albaugh noted LDB has granted permission to use their Internet connection for security cameras. It was noted an individual who has been frequenting the waterfront was trespassed for threatening a Port staff member. There has been a notable uptick in incidents and transient traffic at the Port. The sheriff department has been very responsive. It was noted the cruise ship schedule has increased over last month. Director Albaugh noted he recently requested economic recovery funds from the City and County to purchase a people mover to take people into town and for a trash hauler which would allow us to move the garbage truck to a less visible location; both entities declined the request.

Finance Report: Finance Manager Cindy Bradley reviewed the expenses and revenues for the month. She is in the process of working on the IPG reimbursement. Delinquent accounts were reviewed. Presently LDB is current, and Skunk Brothers owes a partial month. Green Assets continues to be a slow payer. Director Albaugh noted that Green Assets has indicated they are in the process of moving a Cannabis License to the North Bonneville location.

Attorney's Report: Attorney Woodrich noted he has been working with Pat primarily on the boundary line adjustment with Wilder and Pine. Attorney Woodrich noted that a motion should be made to excuse Commissioner Broughton's absence.

-MOTION—Commissioner Taylor made a motion; Commissioner Kingston stepped down and seconded the motion to excuse Ray Broughton's absence. All voted in favor and the motion carried unanimously.

New Business:

Quarterly Performance Review of Skamania Economic Development Council

--MOTION—Commissioner Taylor made a motion; Commissioner Kingston stepped down and seconded the motion to approve the performance of the Skamania Economic Development Council Shared Services Contract for January through March 2022. All voted in favor and the motion carried unanimously.

Ratification of Deed for Boundary Line Adjustment

--MOTION—Commissioner Taylor made a motion ; Commissioner Kingston stepped down to second the motion to ratify the Deed for the Boundary Line Adjustment as approved by the Commission at the March 15th, 2022 meeting.

Teitzel Suite C-5 Lease Miller Design Studio

--MOTION—Commissioner Taylor made a motion; Commissioner Kingston stepped down and seconded the motion to approve the Miller Design Studio LLC month to month lease as presented for Suite C-5 in the Teitzel building in North Bonneville for the monthly lease rate of \$158.55 plus Washington State Leasehold tax in the amount of 12.84% effective April 25, 2022. The Commission acknowledges the security deposit is less than the 1-year statutory requirement. All voted in favor and the motion carried unanimously.

Tichenor Suite 90-B Leavitt Brothers Consulting LLC

--MOTION—Commissioner Taylor made a motion; Commissioner Kingston stepped down and seconded the motion to approve the Leavitt Brothers Consulting LLC month to month lease as presented for Suite 90-B in the Tichenor building in Stevenson for the monthly lease rate of \$178.00 plus Washington State Leasehold tax in the amount of 12.84% effective April 25, 2022. The Commission acknowledges the security deposit is less than the 1-year statutory requirement. All voted in favor and the motion carried unanimously.

Resolution 11-2022 Surplus the Hyster60 Forklift

--MOTION—Commissioner Taylor made a motion; Commissioner Kingston stepped down and seconded the motion to adopt Resolution 11-2022 authorizing the Surplus of Port property consisting of a Hyster60 Forklift Model D-23257 and hereby directs Executive Director Pat Albaugh to sell or otherwise convey the surplus property in a commercial responsible manner. All voted in favor and the motion carried unanimously.

Other Business:

Executive Session:

Commissioner Kingston adjourned the meeting at 5:40 p.m.

APPROVED BY:

Commissioner Ray Broughton, Vice President (District 1)

ATTEST: _____
Wanda Scharfe, Minutes Taker

Commissioner Jennifer Taylor, Secretary (District 2)

Commissioner Todd Kingston, President (District 3)