

Port of Skamania County
Minutes of the Board Commissioners
September 15, 2020
Regular Meeting
Zoom Meeting

Call to Order: Commissioner Kingston called the meeting to order at 5:02 p.m.

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

Guests:

Public Comment: None

Consent Agenda:

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

Commissioner Updates: Commissioner Broughton informed the Commissioners that if members are aware of businesses in need of help with grants or funding support they should reach out to Kevin at the EDC.

Director's Report: Director Albaugh informed the Commissioner that things are moving forward the feasibility and market study in North Bonneville. The City of North Bonneville has put together an advisory committee to help with this project. The new Port Commission meeting agenda format was presented. The restroom project at the boat launch is nearing completion. The entrance reconfiguration to the Port Office will begin soon.

Facilities Report: Director Albaugh reported that the boat launch docks will be pulled out soon, they recently took a beating from the high east winds. The commercial lot irrigation project has been completed and the grass is starting to grow. Woody Simms waterfront summer host has completed his season. Musical instruments are still in process of being installed. RCO / ALEA has given approval to use funds for repairs on the failing lift-station at the landing to be included in the grant for the shoreline. Initial estimation is \$15,000.00 finding a contractor has proven to be problematic.

Finance Report: Finance Manager Cindy Bradley informed the Commission that the YTD revenues are above and expenses are below budget. Presently there are 2 delinquent tenants.

Attorney's Report: Reported that the Governor's proclamation has extended the meeting restrictions thru October 1 and he expects that will continue. North Bonneville has approved the conditional use permit for the cell tower.

New Business:

Hafford Construction LLC

Director Albaugh presented a not to exceed \$26,992.45 contract with Hafford Construction LLC for the Port office entrance COVID-19 safety reconfiguration. Initially there was a lower bid, but the contractor decided to withdraw his bid. He had misunderstood all the elements of the project.

--MOTION—Commissioner Broughton made the motion to approve the Hafford Construction LLC contract not to exceed \$26,992.45. Commissioner Taylor seconded the motion. All voted in favor and the motion carried unanimously.

North Bonneville School Lease

Director Albaugh presented a lease with the Stevenson Carson School District for the use of the Teitzel Building in North Bonneville as an internet outlet or café’ for students without internet connection or low internet connectivity. This is a zero dollar lease. The school district will be required to reimburse utilities. The school will be setting up their own internet connection. The lease term will be month to month basis is not to exceed the school year. The school will provide onsite internet and student supervision as well as sanitizing between students.

--MOTION—Commissioner Broughton made the motion to approve the Stevenson Carson School District lease as presented. Commissioner Taylor seconded the motion. All voted in favor and the motion carried unanimously.

WRBU LLC

At the August Commission meeting WRBU LLC presented a request for an extension to their October 31, 2020 deadline for the Purchase & Sales Agreement to April 20th, 2021. The Commission directed Attorney Woodrich and Director Albaugh to prepare a lease amendment and Purchase & Sales Agreement addendum.

--MOTION—Commissioner Broughton made a motion to approve the lease Amendment and the Addendum to the Purchase and Sales Agreement as presented; Commissioner Taylor seconded. All voted in favor and the motion carried unanimously.

Adjourn: Commissioner Kingston adjourned the meeting at 5:20 pm

APPROVED BY:

Commissioner Ray Broughton, Vice President (District 1)

Commissioner Jennifer Taylor, Secretary (District 2)

Commissioner Todd Kingston, President (District 3)

ATTEST: _____
Wanda Scharfe, Minutes Taker