



July 20, 2021 Commission Agenda

AGENDA

Port of Skamania County, Board of Commissioners

July 20, 2021, 5 p.m. Regular Meeting

Due to the circumstances surrounding the COVID-19 virus and in compliance with the Washington State Governor's Office Stay-At-Home Order and Proclamation 20-28, this meeting will be held online via Zoom.

Join Zoom Meeting

Zoom Meeting ID: 817 5323 2482

Passcode: 146343

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Call to Order

Public Comment - Any written comments received before the meeting.

Consent Agenda

Items will be considered and approved on a single motion. Any Commissioner may, by request, remove an item from the agenda prior to approval.

Approval of the Minutes

- 1. June 15, 2021 Minutes

Voucher Approvals

- 2. Approval of Pre-Issued Vouchers General Fund Vouchers

o 20618-20633 \$14,120.97 (6-23-2021)

o 20634-20658 \$79,564.31 (7-7-2021)

- 3. Approval of General Fund Voucher

o 20659-20682 \$55,373.74 (7-21-2021)

-MOTION - to approve the consent agenda items 1 through 3 as presented.

Commissioner & Staff Reports

- Commission Update
- Manager's Report
- Facilities Update
- Finance Manager's Report- June Financial Reports
- Attorney's Report

New Business & Administrative Approvals

- Discussion - TowerCo update

- Discussion /Action - Resolution 8-2021 Banking Services - 8-2021 Resolution Authorizing Executive Director Banking Service Agreement

-MOTION- to adopt Resolution 8-2021 directing Executive Director Albaugh to enter into a Professional Services Agreement with _____Bank to provide primary banking services for the Port of Skamania County.

- Discussion / Action - Resolution 9-2021 Investment of Funds - 9-2021 Authorize Funds Investments

-MOTION-to adopt Resolution 9-2021 Authorizing the Amendment to Resolution 3-2021 investment authority and designating a Port Treasurer.

- Discussion / Action - Cash Handling Policy

-MOTION to accept the Port of Skamania County Cash Handling Policy and Procedures as presented.

- Discussion / Action - Resolution 10-2021 Personnel Manual Revision for Pay Practices - 10-2021 Resolution Amending Personnel Policy pg 31 Personnel Manual Update

-MOTION to adopt Resolution 10-2021 amending the Port Personnel Manual page 31 Pay Practices section amending paydays and paycheck options.

· **Discussion / Action – Teitzel Lease Suite C-10 – Jacqueline Lemon – – A Touch of Lemon**

–MOTION– to ratify the lease between the Port of Skamania and Jacqueline Lemon doing business as A Touch of Lemon for the space known as Suite C-10 in the Teitzel Building on a month-to-month basis. The monthly lease rate is \$250.00 plus Washington State Leasehold Tax. The Commission acknowledges the security deposit in the amount of \$500.00 is less than the 1-year statutory deposit.

· **Discussion / Action – Tichenor Lease Suite 110 – Skamania County Council on Domestic Violence**

–MOTION– to approve the lease between the Port of Skamania and the Skamania County Council on Domestic Violence for the space known as Suite 110 in the Tichenor Building for a five-year lease with the option to renew for an additional five-year term. The monthly lease rate is \$1,850.00 plus Washington State Leasehold Tax. The Commission acknowledges the security deposit of \$3,700.00 is less than the 1-year statutory Deposit.

· **Discussion / Action – Skamania Economic Development Council Shared Services Quarterly Contract Review.**

–MOTION– to approve the performance of the 2nd Quarter Skamania Economic Development Council Shared Services Contract.

Executive Session Per RCW 42.30.110

Adjournment

Next Meeting: August 17th Regular Meeting 5:00 pm

By [Wanda Scharfe](#) | July 10th, 2021 | [0 Comments](#)

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