

**Port of Skamania County
Minutes of the Board of Commissioners
January 27, 2015, 3:00 pm**

Call to Order: Commissioner Bolstad called the meeting to order at 3:02 pm.

Attendance: Commissioners Kevin Waters, Tony Bolstad, and Gail Collins; Executive Director John McSherry, Attorney Ken Woodrich, Finance Manager Randy Payne, Facilities Manager Doug Bill, Facilities Specialist Karl Wilkie, Auditor Monica Masco. Guests Paul Spencer, Norm Ward, Carl Hopple, Bill Fosburg, Mary Repar, Philip Watness.

Public Comment: 3:00 pm to 3:41 pm

Mary Repar reminded the Port of her interest in Wind River Business Park (WRBP); she's concerned that environmental and historical issues be given attention needed in whatever plans are made for increasing jobs and a tax base.

Meetings and Seminars: John and Julie attended the Clark County 2015 Economic Forecast meeting in Vancouver.

Minutes Approval:

*---MOTION--- Commissioner Bolstad moved to approve the **January 5, 2015 Regular Meeting Minutes**. Commissioner Collins seconded; the motion carried.*

Vouchers Approval:

*---MOTION--- Commissioner Bolstad moved to approve the **Pre-issued General Fund Vouchers numbered 16165 through 16176 in the amount of \$17,834.41, dated January 14, 2015**. Commissioner Collins seconded; the motion carried.*

*---MOTION--- Commissioner Bolstad moved to approve the **Pre-issued General Fund Voucher numbered 16177 through 16177 in the amount of \$257.36, dated January 21, 2015**. Commissioner Collins seconded; the motion carried.*

*---MOTION--- Commissioner Bolstad moved to approve the **General Fund Vouchers numbered 16178 through 16211 in the amount of \$50,185.98 dated January 27, 2015**. Commissioner Collins seconded; the motion carried.*

Administrative Approvals:

*---MOTION--- Commissioner Bolstad moved to approve the **Resolution 7-2015 Authorizing Force Account to Construct Demising Wall and Waste Drain at River Point Building for the Industrial Job Center Upgrade Project**. Commissioner Collins seconded; the motion carried.*

Staff Reports:

Auditor's Report: presented by Monica Masco

December 31, 2014 Cash Balance was \$1,244,342.80.

Total revenue for December was \$53,858.29 and expenditures were \$67,067.68. This netted an excess expenditures over revenue in the amount of \$13,209.39; year to date expenditures are over revenue \$76,406.79.

Overall year-to-date total revenue was 33.1% of annual budget and expenditures were 31.5%.

Other note: Without project revenue (grants and loans) the revenue is 99.1% of budget at December's month end ~ \$1,124,898. actual vs. \$1,135,163 budget. Without project expenses the expenses are 102.5% of budget ~ \$1,124,710 vs. \$1,096,813.

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

1. *Tenants update:* John reported all tenants are current in lease payments. The water leak repair continues at the Old Saloon building by Red Carpet Recovery (Clark and Lewie's restaurant—tenant Kellogg Group). The **new windows** installation project is complete at **Beacon Rock Golf Course**. The Port is working toward increasing the size of the water line to **unit A/B at the River Point building**. Since this is not a new hookup, we're working with the City of Stevenson on the system development fee requirement.
2. *Wind River Business Park (WRBP):* Carl Hoppie presented a potential lease document he submitted earlier in the week to the Port. He submitted information about a company that designs greenhouses and information about the Search and Rescue Volunteer Advisory Council. He also spoke about restaurant supported agriculture, tiny houses, music venues, RV parks, a destination art center, a museum, greenhouses, "a taste of the Gorge," and other ideas. The Commission concluded the Port will maintain control of the property and will continue to review lease proposals and work with Wind River Biomass LLC on leasing land in the Trout Creek Field. The Commission decided to work on a master plan for the site and will work on it in the coming months.

Paul Spencer of Wind River Biomass LLC discussed his recent proposal to lease 35 acres in the Trout Creek Field. John reminded the Commission that the Port currently has a 15-year lease with the County for the Trout Creek Field.

The Commission requested that John work as a facilitator between Skamania County and the Forest Service to agree on a plan to acquire the existing water system from the Forest Service. It was noted the annual 1-year Special Use Permit agreement between the Forest Service and the County for the water system was recently renewed.

The Commission discussed a lease/purchase of property request from Lane Stettler. John will contact Lane with lease information.

New Business: John presented a certified list of items the Port would like to surplus.

*---MOTION--- Commissioner Bolstad moved to approve the **Surplus Items Certification, January 27, 2015**. Commissioner Collins seconded; the motion carried.*

Executive Session: Commissioner Waters called for an Executive Session from 3:48 to 4:33 pm for 45 minutes and again from 4:33 pm to 5:03 pm for 30 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 (g) To evaluate the qualifications of an applicant for public employment or to review the performance of a public employee. However, subject to RCW 42.30.140(4), discussion by a governing body of salaries, wages, and other conditions of employment to be generally applied within the agency shall occur in a meeting open to the public, and when a governing body elects to take final action hiring, setting the salary of an individual employee or class of employees, or discharging or disciplining an employee, that action shall be taken in a meeting open to the public.

---MOTION--- Commissioner Bolstad moved to give the Executive Director a pay increase of \$.80 per hour, equal to a 2% increase. Commissioner Collins seconded. Commissioners Bolstad and Waters voted yes, Commissioner Collins voted no; the motion carried.

Commissioner Collins stated he voted no in light of events of last year.

Adjournment: 6:23 pm.

Next Meeting: The next regularly scheduled meeting of the Board of Port Commissioners is February 10, 2015, 3:00 pm, at the Port office conference room: 212 SW Cascade Avenue, Stevenson, Washington. A special meeting is scheduled for February 5, 2015, 6:00 pm with the Port of Cascade Locks. Commissioner Bolstad will call in.

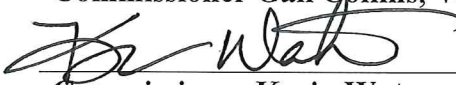
APPROVED BY:



Commissioner Tony Bolstad, Secretary (District 1)



Commissioner Gail Collins, Vice-President (District 2)



Commissioner Kevin Waters, President (District 3)

ATTEST:



Julie Mayfield, Executive Assistant