

Port of Skamania County
Minutes of the Board of Commissioners
February 11, 2014
Regular Meeting 3:00 pm

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

Attendance: Commissioners Gail Collins (3:10 pm) and via telephone Tony Bolstad and Kevin Waters; Facilities Specialist Karl Wilkie, Attorney Ken Woodrich, Executive Director John McSherry, Executive Assistant Julie Mayfield, Finance Manager Randy Payne, Facilities Manager Doug Bill.

Public Comment: None.

Meetings and Seminars:

John attended the morning session of the Gorge Commission Board monthly meeting held at the Tichenor Building Suite 60/70. He addressed the Board requesting assistance for funding the economic development and recreation dollars authorized by Congress through the National Scenic Area Act but never appropriated. Commissioner Bolstad suggested the Port offer to write a letter in support of any efforts the Gorge Commission pursues; John will follow up with the Gorge Commission.

Minutes Approval:

*---MOTION--- Commissioner Waters moved to approve the **January 28, 2014 Regular Meeting Minutes**. Commissioner Bolstad stepped down and seconded; the motion carried.*

Vouchers Approval:

*---MOTION--- Commissioner Waters moved to approve the **General Fund Vouchers numbered 15483 through 15515 in the amount of \$36,021.40 dated February 11, 2014**. Commissioner Bolstad stepped down and seconded; the motion carried.*

Administrative Approvals: None.

Staff Reports:

- **Facilities Report:** The recent snowfall has kept Doug and Karl very busy; otherwise they've been working on installing the roll-up door at Suite 45 (still need to pour the concrete apron) of the Tichenor Building and building out a reception office in Tichenor Suite 40. They also completed a window and vanity installation at 172 Chapman residence at the Wind River Business Park (WRBP) and worked prepping the meeting room for the Gorge Commission meeting.
- **Attorney's Report.** None.

Director's Report/Unfinished Business:

Tenants Update: The Skunk Brothers distillery permit is under review by state and federal agencies; Sawnet helped the port with conferencing equipment and phone line/internet for the Gorge Commission meeting held in Tichenor Suite 60/70. John is working with Sawnet to extend the fiber optic network to the Chapman Avenue/Martha Creek property at WRBP. There is the potential to put conduit through existing abandoned irrigation lines that extend from Trout Creek Field to Martha Creek Field. There is an easement for these lines. John will meet with the Forest Service next week to discuss this.

There was discussion on tenant leases being current and if a tenant subleases or arranges a "co-locate" with a business entity, the Port needs to have the opportunity to consider permission of the sublease/co-locate—Ken said there is a clause in our leases that covers this.

The PUD's system at the WRBP Processing Center is apparently wired for 480, causing use of 110 or 220 circuits to add excessive loads and increase electricity costs.

The Commission agreed we should hold a **50-year Port of Skamania formation anniversary** celebration on June 7, 2014. John will update performance graphs for the event and it was suggested to use a "50-years" graphic or seal in our documents and correspondence.


New Business: It was suggested that the Port purchase a table reservation for the Interpretive Center's annual fund raiser Silent Auction/Dinner Saturday March 8, 2014. John suggested this could serve as the annual staff appreciation dinner, which hasn't been held for 2 years, and would be an opportunity to market the Port; the Commission requested to discuss it at our next meeting and John suggested polling the staff to see if it is feasible for them to attend.

Executive Session: None.


Adjournment: The Chairperson adjourned the meeting at 3:35 pm.

Next Meeting: The next regularly scheduled meeting of the Board of Port Commissioners is February 25, 2014 at 3:00 pm at the Port office conference room: 212 SW Cascade Avenue, Stevenson, Washington. Ken Woodrich will be calling in.

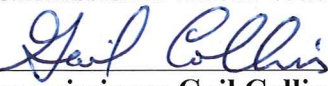
APPROVED BY:



Commissioner Tony Bolstad, President (District 1)



Commissioner Kevin Waters, Vice-President (District 3)



Commissioner Gail Collins, Secretary (District 2)

ATTEST:



Julie Mayfield, Executive Assistant