

Port of Skamania County
Minutes of the Board of Commissioners
February 14, 2012
Regular Meeting 3:00 pm

Call to Order: Commissioner Waters called the meeting to order at 3:01 pm.

Attendance: Commissioners WD Truitt, Kevin Waters, and Tony Bolstad; Attorney Ken Woodrich, Executive Director John McSherry, Executive Assistant Julie Mayfield, Facilities Specialist Karl Wilkie, Facilities Specialist Doug Bill, Finance Manager Randy Payne.

Public Comment: None; closed 3:30 pm.

Meetings and Seminars:

Julie attended the Chamber Break at the Library.

Commissioner Waters and John met regarding Beacon Rock Golf Course (BRGC).

Commissioner Truitt met with John and Randy regarding BRGC. Commissioner Truitt met with John, Randy, Ken and the some of the Joint Task Force regarding the PUD water system/Forest Service water system.

Minutes Approval:

*---MOTION--- Commissioner Truitt moved to approve the **January 24, 2012 Regular Meeting Minutes**. Commissioner Waters stepped down and seconded; the motion carried.*

Vouchers Approval:

*---MOTION--- Commissioner Bolstad moved to approve the **Pre-issued General Fund Vouchers numbered 14002 through 14011 in the amount of \$9,978.20, dated February 1, 2012**. Commissioner Truitt seconded; the motion carried.*

*---MOTION--- Commissioner Bolstad moved to approve the **General Fund Vouchers numbered 14012 through 14046 in the amount of \$32,644.56, dated February 14, 2012**. Commissioner Truitt seconded; the motion carried.*

Administrative Approvals: None.

Staff Reports:

- **Facilities Report:** Presented by Karl Wilkie
The annual fire extinguisher review was performed as well as the monthly inspections; there was heavy snowfall and ice on January 18 and 24, which caused many tree limbs to break and lots of cleanup as a result; Karl continues to submit the monthly DOE (Dept. of Ecology) online reports for the stormwater permit at Cascades Business Park; a Tree Inventory/Hazard Assessment was performed by

arborist Jeff Rogell in North Bonneville, Stevenson, and at Wind River Business Park (WRBP)—Commissioner Bolstad suggested performing tree reviews in the fall in preparation for the stronger winter winds. Karl added lights in the Discovery Building and replaced light bulbs in parking lots; the Bob's Beach web cam is functional again; Karl worked on the sump pump in the Old Saloon building. Doug continued work at WRBP.

- **Attorney's Report:** Presented by Ken Woodrich

Ken met with the Joint Task Force (JTF) of the Wind River Valley Water System (Port/PUD/County Staff) to review a draft of the proposal to the Forest Service. The elected members of the JTF will sign the final.

Director's Report/Unfinished Business:

1. *Tenants Update:* Two tenants are up to four or more months behind in their lease payment; staff has met with these tenants to remedy. John gave notice to a tenant that has first right of refusal for the space in the Tichenor Building that Galaxy will vacate when they merge with Last US Bag at WRBP.
2. *Wind River Business Park (WRBP):* John reported on the status of Sawnet's efforts to bring broadband internet service via fiber optics to the Processing Center, in preparation for new tenant. The FS is concerned about potential historic sites on the County's property near Martha Creek Field—the County is taking the lead in this issue.

There was discussion about the Carson water system plan update.

John reported Washington State received 15 applications for the USDA's RBEG funding (Rural Business Enterprise Grant), *ours* included. There is no information yet on the total amount of funds available to Washington for this program this year, but this is a comparably low amount of applications received. John drafted a contract between Skamania County and the Port for .09 Tax Funds of \$30,000 match toward this technical assistance project for the water/wastewater system.

Work continued at the Processing Center. The HVAC consultant, Entek, (designed the HVAC system at Teitzel Building) was hired to develop HVAC bid specs. Rock Cove Design (Pat Hood) is spec-ing flooring materials and paint. John drafted a contract between the Port and Skamania County for .09 Tax Funds to assist with the refurbishment and repairs.

Doug should have the L&I inspection tomorrow for the electrical hookup at the Gas Shed (Port's office at WRBP); he completed the roofing project, despite the snow.

3. *Wavebreak:* John spoke with Ferguson—they will provide a drawing of the newly proposed design, which includes steel. Ferguson will also figure their cost for it. Commissioner Bolstad wondered how the steel would affect the lifespan of the structure.

4. *126 SW Cascade Avenue ("LBH") Demo*: John has not met with Mary Ann at the City of Stevenson yet.

Community Connection: A monthly ad in the *Skamania County Pioneer* was agreed upon as a good marketing and education tool. John/Julie/Commissioner Waters will draft a design for an approximately 2 column by 4 inches tall ad. The text could include projects, facts about the Port, highlighting tenants, etc.

Direction: Port Goals—Continuing work on Comprehensive Scheme of Harbor Improvement—we rescheduled the special meeting set for tomorrow to **March 14, 2012, 3:00 pm.**

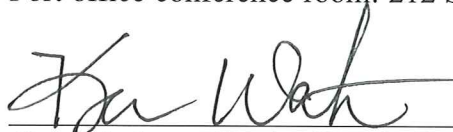
New Business: None.

Executive Session: Commissioner Waters called for an Executive Session from 4:25 pm to 4:45 pm for 20 minutes, and again from 4:45 pm to 5:00 pm for 15 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.

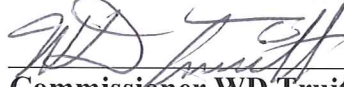
Adjournment: The Chairperson adjourned the meeting at 5:03 pm.

Next Meeting: The next regularly scheduled meeting of the Board of Port Commissioners is March 13, 2012, **3:00 pm** at the Port office conference room: 212 SW Cascade Avenue, Stevenson, Washington.

APPROVED BY:



Commissioner Kevin Waters, President (District 3)



Commissioner WD Truitt, Vice-President (District 2)

Commissioner Tony Bolstad, Secretary (District 1)

phone

ATTEST:



Julie Mayfield, Executive Assistant

