

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

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

Attendance: Commissioners Kevin Waters, WD Truitt, and via telephone Tony Bolstad from 3:17 pm to about 3:30 pm; Attorney Ken Woodrich, Executive Director John McSherry, Executive Assistant Julie Mayfield, Facilities Specialist Karl Wilkie, Facilities Manager Doug Bill, Finance Manager Randy Payne. Guest: Geoffrey Koprowski, Port tenant *130 Bar & Grill* (3:00 pm to 3:20 pm).

Public Comment: Geoffrey Koprowski discussed the Chathan/130 Bar & Grill lease amendment and finances; he stated his address as 6981 East Loop Road, Stevenson, WA 98648 as the official business address for receiving invoices/legal documents.

Meetings and Seminars:

Julie attended the Chamber Break at Cake Bites by Lori in Carson; also the Export Training and Business One-to-One at Skamania Lodge, and the Gorge MaiTai Events.

John and Randy attended the Export Training at Skamania Lodge.

John and Julie attended the ALEA (Aquatic Lands Enhancement Account) Final Presentation of applications in Olympia August 8; John presented our Stevenson Waterfront Enhancement project.

Minutes Approval:

*---MOTION--- Commissioner Truitt moved to approve the **July 25, 2012 Regular Meeting Minutes**. Commissioner Bolstad seconded; the motion carried.*

Vouchers Approval:

*---MOTION--- Commissioner Truitt moved to approve the **Pre-issued General Fund Vouchers numbered 14362 through 14370 in the amount of \$13,638.70, dated August 1, 2012**. Commissioner Bolstad seconded; the motion carried.*

*--MOTION-- Commissioner Truitt moved to approve the **General Fund Vouchers numbered 14371 through 14401 in the amount of \$59,953.24 dated August 14, 2012**. Commissioner Bolstad seconded; the motion carried.*

Administrative Approvals:

*---MOTION--- Commissioner Bolstad moved to approve the **Agreement to Pay USACE Administrative Fees and Costs of approximately \$24,612 for Easement Application Review for Cascades Business Park Coyote Ridge Road Paving Project**. Commissioner Truitt seconded; the motion carried.*

*---MOTION--- Commissioner Truitt moved to authorize a **Port financial contribution pledge of \$12,500 to the City of Stevenson Russell Street/Cascade Avenue Railroad Improvement Project (Quiet Zone)**. Commissioner Bolstad seconded; the motion carried.*

*---MOTION--- Commissioner Truitt moved to ratify **John McSherry's expenditure of \$8,602.39 to Dan's Top Notch for Emergency HVAC Repairs at the Evergreen Building in North Bonneville**. Commissioner Bolstad seconded; the motion carried.*

*---MOTION--- Commissioner Truitt moved to ratify the **Chathan Lease Amendment—Old Saloon Building—dated June 19, 2012 [tenant 130 Bar & Grill]**. Commissioner Waters stepped down and seconded; the motion carried.*

*---MOTION--- Commissioner Truitt moved to authorize **John McSherry to sign the contract with Columbia West Engineering for testing at Cascades Business Park Coyote Ridge Road Paving Project, estimated at \$14,925, on a time-and-materials basis**. Commissioner Waters stepped down and seconded; the motion carried.*

*---MOTION--- Commissioner Truitt moved to ratify the **contract with Crestline Construction for the Cascades Business Park Coyote Ridge Road Paving Project for \$763,719, subject to verification of the bond**. Commissioner Waters stepped down and seconded; the motion carried.*

*---MOTION--- Commissioner Waters stepped down and moved to accept the **Payment Plan presented and detailed in the attached letter by Geoffrey Koprowski of Chathan/130 Bar & Grill (Old Saloon Building), subject to all checks clearing on time without rescission or rescheduling**. Commissioner Truitt seconded; the motion carried.*

Staff Reports:

- **Facilities Report:**

Doug reported the HVAC system failed at the Evergreen Building in North Bonneville and had to be immediately replaced (see Administrative Approvals); also, the Tichenor Building in Stevenson had HVAC issues with the duct work.

- **Attorney's Report:** None.

Director's Report/Unfinished Business:

1. *Tenants Update:* We continue to monitor workout agreements with two tenants. John leased the old nursery office at WRBP (Wind River Business Park) to David France who has plans to develop a business there. John will meet with Slingshot Sports and Gorge Delights next week to discuss expansion plans in the available space at the North Bonneville Discovery building.

2. *Cascades Business Park*: (See Administrative Approvals) The Corps will allow access to our site from Dam Access Road and Ft. Cascades Drive under a construction easement agreement in the interim while the permanent easement application is being reviewed and upon receiving a payment of \$24,612 to start the easement application review process. The Corps expressed concern regarding what will eventually be located at the site, citing potential national security interests. The final easement deed may have language regarding potential national security concerns. The Port and US Corps of Engineers (Corps) could exchange some value for payment of the permanent easement with the Corps to access the site.
3. *Wind River Business Park (WRBP)*: The WA State \$350,000 Water/Wastewater appropriation contract was returned to the state for corrections; we are still waiting to receive the corrected version to sign.

John is focusing on obtaining personal services firms to design the (test) water well installation and the wastewater system at Trout Creek Field.

Discussion centered on an update of the overall water needs for the Carson/Stabler/Hemlock area.

4. *Marketing*: The Port co-sponsored (with EDC and WA Dept. of Commerce) the Export Training and Business One-to-One Sessions at Skamania Lodge August 6 and 7, 2012. There were about 43 in attendance, including two Port tenants. The Port also was a co-sponsor of the Gorge MaiTai Event. The Skamania County Red Carpet Committee brought the group to Skamania Lodge for a brunch on August 12 and then to the Stevenson Waterfront for kiting/paddle boarding (sponsored by tenant Slingshot Sports), music, and a barbeque.
5. *Wavebreak*: John will contact Ferguson for a breakdown of costs for re-design, reconstruction, and installation.
6. *126 SW Cascade Avenue (LBH)*: Commissioner Truitt requested an update on the demolition plan for this building. It will be demolished by Port staff or offered to the City/Fire District to be used in a burn training exercise.

New Business:

2012 Community Revitalization Grant Program—Phase I Application: (See Administrative Approvals) The City of Stevenson is applying for a \$500,000 grant, with a 5% match requirement, for the Russell Street/Cascade Avenue Railroad Crossing Improvement project, which will lead to a Quiet Zone in the downtown Stevenson business district. The Commission unanimously consented to splitting the match with the City and to providing a letter of support, citing the value that a Quiet Zone would bring to the Ports downtown Waterfront properties and the future in-fill of the city commercial block between Russell and Leavens Streets on Cascade Avenue.

Executive Session: Commissioner Waters called for an Executive Session from 5:06 pm to 5:21 pm for 15 minutes per RCW 42.30.110 (i) To discuss with legal counsel representing the agency matters relating to agency enforcement actions, or to discuss with legal counsel representing the agency litigation or potential litigation to which the agency, the governing body, or a member acting in an

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official capacity is, or is likely to become, a party, when public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to the agency.

No decisions were made.

Adjournment: The Chairperson adjourned the meeting at 5:21 pm.

Next Meeting: The next regularly scheduled meeting of the Board of Port Commissioners is August 28, 2012, 3:00 pm at the Port office conference room: 212 SW Cascade Avenue, Stevenson, Washington.

APPROVED BY:



Commissioner Kevin Waters, President (District 3)

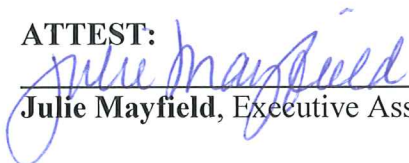


Commissioner WD Truitt, Vice-President (District 2)



Commissioner Tony Bolstad, Secretary (District 1)

ATTEST:



Julie Mayfield, Executive Assistant