

Port of Skamania County
Minutes of the Board of Commissioners
Regular Meeting
August 23, 2011, 3:00 pm

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

Attendance: Commissioners WD Truitt, Kevin Waters, and Tony Bolstad via telephone; Attorney Ken Woodrich, Executive Director John McSherry, Executive Assistant Julie Mayfield, Finance Manager Randy Payne, Facilities Specialist Doug Bill, Auditor Monica Masco; Guest Nathan Rose.

Public Comment: Nathan Rose, (130 Bar & Grill) reported on the electrical status of the Old Saloon building; as a restaurant, it lacks electrical capacity and the PUD has given them warning that they must upgrade the amperage immediately—this has been an ongoing issue for 130 Bar & Grill, since it began operations; public comment closed at 3:33 pm.

Meetings and Seminars:

Commissioner Truitt met with US Representative Jaime Beutler during her recent visit to the Venus Café in Stevenson; Commissioner Waters and John also attended.

Commissioner Bolstad reported on the Bridge of the Gods Kitefest held at the Port's East Point park. Attendance was down this year and the wind conditions could have been better; power to the site needs upgrading. Overall, it was a good event as the wind conditions improved on Sunday.

John attended "Electric Avenue" on August 16 on the PSU campus, where a street is dedicated to charging electric vehicles with the latest in charging technology.

John held a biofuel strategy meeting in the Port conference room with Commissioner Waters, Robert Waymire of the EDC, and Julie.

Randy reported the Port hosted the SW Washington Finance Group's August meeting. There were about 9 attendees from SW WA ports; Monica also attended.

Commissioners Waters and Truitt plus Julie and Monica attended the After Hours Chamber event at Port tenant 130 Bar & Grill in the Old Saloon building.

Minutes Approval:

*---MOTION--- Commissioner Waters moved to approve the **August 9, 2011 Meeting Minutes**. Commissioner Truitt seconded; the motion carried.*

Vouchers Approval:

*---MOTION--- Commissioner Waters moved to approve the **Pre-issued General Fund Vouchers numbered 13663 through 13669 in the amount of \$8,509.92 dated August 17, 2011.** Commissioner Truitt seconded; the motion carried.*

*---MOTION--- Commissioner Truitt moved to approve the **General Fund Vouchers numbered 13670 through 13685 in the amount of \$13,630.82 dated August 23, 2011.** Commissioner Waters seconded; the motion carried.*

Administrative Approvals: None.

Staff Reports:

- **Auditor's Report:** Presented by Monica Masco

July 31, 2011 Cash Balance is \$1,013,134.20.

Total revenue for July was \$69,788.20 and expenditures were \$127,725.44:

Netting excess expenditures over revenues in the amount of \$57,937.24; year to date excess expenditures over revenue is \$9,720.99.

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

1. *Tenants Update:*

130 Bar & Grill owner Nathan Rose requested an upgrade to the Old Saloon's electrical capacity, after getting a warning from the PUD that the electricity would be shut off unless the building's electrical circuitry capacity is increased. Nathan noted that power outage issues have been persistent since the restaurant opened. John estimated the cost of the improvements to be between \$6,000 and \$10,000.

*---MOTION--- Commissioner Waters moved to authorize John to **expend up to \$10,000 to upgrade the electrical amp circuit from 200 to 400 amps in response to an electrical failure emergency at the Old Saloon building.** Commissioner Truitt seconded; the motion carried.*

2. *Wind River Business Park:*

John is working with the County Assessor's office to create a map that shows where all the water systems are located in the Wind River Valley. This map will be very useful in discussions with the PUD regarding the Wind River water systems and potential development opportunities.

3. *Wavebreak:* Ferguson has not responded to requests for rebuilding the wavebreak.

4. *126 SW Cascade (Little Brown House) Demolition:* John presented a demolition estimate of \$21,000. This estimate does not include the cost of a critical areas permit, which is estimated to be \$3,000. The Commissioners directed John to obtain estimates from another contractor. John reported the City of Stevenson Fire Department has shown interest in burning the house; an air quality permit would be

required in addition to the critical areas permit. Also, the fire chief needs to review the site.

Policy Clarification—Parks Use Permit

There was discussion on changing two items of the permit: 1) making it exclusive use of designated exclusive use areas—currently it is non-exclusive; 2) setting an attendee threshold for requiring insurance. It was decided that exclusive use should be granted to certain areas for events. Julie and Ken will research requirements of our insurance provider for issue 2.

Strategic Planning

MCEDD's SET Grant (Mid Columbia Economic Development Council, Stronger Economies Together). Our Commission and staff have the opportunity to participate in this training to develop our skills and build the human capacity to strengthen our community.

Other priorities: John reported on current projects such as 2012 budget planning, our audit this October, the Comp Plan, asset replacement schedule, our review and update of various policies/procedures, lease rates survey, Stevenson waterfront enhancement project, funding to pave the road at Cascades Business Park (CBP), working with potential tenants and siting expansion locations for current tenants.

Direction—Port Goals: The Comp Plan Review was postponed to the next meeting.

Community Connection—John reported that the City of Stevenson was awarded a Scenic Byways grant for constructing a trail from Stevenson to Cascade Locks. This project provides for way-finding signage, for which the Port is contributing \$700 toward match.

New Business: none.

Executive Session: none.

Adjournment: The Chairperson adjourned the meeting at 4:50 pm.

Next Meeting: The next regularly scheduled meeting of the Board of Port Commissioners is September 13, 2011, 3:00 pm, at the Port office conference room: 212 SW Cascade Avenue, Stevenson, Washington.

APPROVED BY:

Commissioner Tony Bolstad, President (District 1)



Commissioner WD Truitt, Vice-President (District 2)



Commissioner Kevin Waters, Secretary (District 3)

ATTEST:



Julie Mayfield, Executive Assistant

