

Port of Skamania County
Minutes of the Board of Commissioners
August 9, 2011
Regular Meeting 3:00 pm

Call to Order: Commissioner Bolstad called the meeting to order at 3:04 pm.

Attendance: Commissioners WD Truitt, Tony Bolstad, and Kevin Waters; Attorney Ken Woodrich, Executive Director John McSherry, Executive Assistant Julie Mayfield, Facilities Specialists Karl Wilkie and Doug Bill, and Finance Manager Randy Payne; Guest Philip Watness of *Skamania County Pioneer* newspaper.

Public Comment: Philip has been newly hired to replace retiring Joanna Grammon at the *Skamania County Pioneer* newspaper; closed at 3:44 pm.

Meetings and Seminars:

All Port staff attended a First Aid training class through Skamania County EMS.

Julie attended the Chamber Break at newly opened Stevenson business *A. Boutique*.

John attended a retirement reception for Joanna Grammon at the newspaper office.

John attended the Regional Transportation Committee meeting.

John met with the EDC and the Port of Cascade Locks to work on analyzing current lease market rates.

Minutes Approval:

*---MOTION--- Commissioner Waters moved to approve the **July 26, 2011 Regular Meeting Minutes as corrected.** Commissioner Truitt seconded; the motion carried.*

Vouchers Approval:

*---MOTION--- Commissioner Waters moved to approve the **Pre-issued General Fund Vouchers numbered 13638 through 13644 in the amount of \$8,506.14 dated August 3, 2011.** Commissioner Truitt seconded; the motion carried.*

*---MOTION--- Commissioner Waters moved to approve the **General Fund Vouchers numbered 13645 through 13662 in the amount of \$63,733.97, dated August 9, 2011.** Commissioner Truitt seconded; the motion carried.*

Administrative Approvals:

*---MOTION--- Commissioner Waters moved to ratify **Resolution 11-2011 A Resolution of the Port of Skamania County Amending Its Cell Phone Use Policy (Personnel Manual)**; Commissioner Truitt seconded; the motion carried.*

MCEDD Board. Commissioner Waters will continue serving on the Board into the new term, ending August 31, 2013 as the Washington Ports representative on the MCEDD Board (Mid Columbia Economic Development District); it was noted the Port of Klickitat

held this position for several terms previously and has conferred with the Port of Skamania holding it another term.

Electric Vehicle (EV) Charging Station Interlocal Agreement. The City of Stevenson and the Port agreed to use Ken Woodrich as our mutual attorney reviewing this agreement. John presented the agreement to the Commission for discussion.

*---MOTION--- Commissioner Truitt moved to approve the **EV Charging Station Interlocal Agreement, as modified to change the completion date, with the City of Stevenson.** Commissioner Waters seconded; the motion carried.*

Staff Reports:

- **Facilities Report:** Presented by Karl Wilkie.

Doug has been repairing hot/cold water pipe leaks at the WRBP (Wind River Business Park); staff attended a first aid class; Karl and Doug are now certified Lead Renovators; Karl has begun annual backflow assembly testing at our facilities; we had an L&I safety inspection—Karl is updating our Chemical Hazard Communication Program—the inspector was pleased that the tour boat dock had been recently inspected by an engineer for load capacity; the Port parks have been very busy, especially on the weekends; Doug and Randy are working on taking an inventory of all Port buildings and associated utilities/equipment in order to assess and determine replacement values and schedule; Doug responded expediently to an electrical outage on the irrigation system well pump at Beacon Rock Golf Course (BRGC); the Port’s work on the deck at BRGC is complete and they have a use permit; Karl has begun noxious weed remediation on the trails.

John reported that Pierce Wildlife Refuge is planning to construct a water control facility—John and Kevin Coombs will meet with the Refuge Manager, the Corps of Engineers, and Fish & Wildlife in September to review the plans and to determine how it will impact the Port.

- **Attorney’s Report:** Presented by Ken Woodrich.

Ken met with Said Amali, the County’s consultant, regarding the WRBP’s water issues. The next step toward resolving the water issues at WRBP is to meet with the PUD, County, and consultants of County and PUD to formulate a direction consensus. A moderator for this meeting needs to be assigned. Other affected entities will be involved as the direction progresses.

Director’s Report/Unfinished Business:

1. *Tenants Update:* There was discussion on the parking issues at East Point; John presented a map he prepared that shows where recreationists can and cannot park. Commissioner Bolstad will post this map on the katers community website. John has been working on the lighting project for the River Point/Tichenor Building business park area; a “substantial shoreline permit” from the City of Stevenson is required.
2. *Wind River Business Park (WRBP):* John has talked to a few prospects and may be showing the site to one of them this month. See also Attorney’s report and Facilities report.

3. *Wavebreak*: Ferguson will send a proposal—John has not received it yet.
4. *Policy Clarification*: The Cell Phone Policy was ratified.
5. *Electrical Vehicle Charging Station*: John presented the interlocal agreement between the City of Stevenson and the Port for the Commission to sign. The Port is applying to the City of Stevenson for a right-of-way permit and conditional use permit. We are researching piggy-backing off of the City of Seattle's EV charging station contract to purchase the station.
6. *Redistricting*: John presented a map with the adjusted district boundaries for the best balance of population. The next steps are: for the County to provide a legal description of the boundaries; to finalize the map; and to prepare a redistricting resolution.

Strategic Planning:

126 SW Cascade Avenue, Stevenson (LBH—"little brown house"). John continues researching options for demolition and associated costs.

Discovery III, North Bonneville. Not discussed.

Direction: Port Goals—Continuing work on Comprehensive Scheme of Harbor Improvement—postponed to next meeting.

New Business: None.

Executive Session: None. Commissioner Bolstad called for an Executive Session from 4:46 pm to 5:01 pm for 15 minutes per RCW 42.30110 (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.

No decisions were made.

Adjournment: The Chairperson adjourned the meeting at 5:01 pm.

Next Meeting: The next regularly scheduled meeting of the Board of Port Commissioners is August 23, 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

