

**Port of Skamania County**  
**Minutes of the Board of Commissioners**  
**September 9, 2014, 3:00 pm**

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

**Attendance:** Commissioners Tony Bolstad, Kevin Waters and Gail Collins (3:25 pm); Executive Director John McSherry, Attorney Ken Woodrich, Finance Manager Randy Payne, Facilities Manager Doug Bill.

**Public Comment:** None.

**Meetings and Seminars:**

John attended the Gorge Commission meeting held at the Port of Cascade Locks Pavilion. The meeting featured presentations by the railroads (BNSF, Union Pacific) addressing public concerns regarding the transportation of coal, petroleum products, and increased train traffic in the Gorge.

John and Commissioner Bolstad attended the presenting of the grant award (\$200,000) to Wind River Biomass Utility Company by Washington Governor Jay Inslee at Insitu's Bingen Point facility.

**Minutes Approval:**

*---MOTION--- Commissioner Waters moved to approve the **August 26, 2014 Regular Meeting Minutes, as corrected.** Commissioner Bolstad stepped down and seconded; the motion carried.*

**Vouchers Approval:**

*---MOTION--- Commissioner Waters moved to approve the **General Fund Vouchers numbered 15906 through 15937 in the amount of \$33,307.80 dated September 9, 2014.** Commissioner Bolstad stepped down and seconded; the motion carried.*

**Administrative Approvals:** None.

**Staff Reports:**

**Facilities Report:** presented by Doug Bill

Doug reported on the parking area behind the River Point Building, which is in the process of being resealed and striped; East Point may need to be closed Thursday, September 11, 2014 as a result. He also reported winterization of the Port facilities has begun, and new filters have been installed in all of the HVAC units. A new resting area with a park bench was installed along the pathway just west of Stevenson Landing.

**Attorney's Report:** presented by Ken Woodrich

Ken reported a demand letter was sent to a Port tenant regarding outstanding invoices. The letter provides the tenant 15 days to respond.

**Unfinished Business/Director's Report:** Presented by John McSherry

1. *Tenants update:* The Port has been showing these spaces to potential new tenants and current tenants who are expanding.

2. *River Point Building Improvements Funding Update:* John reported the US Economic Development Administration (EDA) should deliver a contract of award the third week of September.
3. *Stevenson Shoreline Restoration and Enhancement Project Funding Update:* The Port ranks 12 out of the 23 in the ALEA grant applicants.

**New Business:** Randy presented the revised 2015 Budget Planning Schedule, which includes Commissioner Bolstad's request to add a staff compensation workshop to the regular meeting of October 14, 2014. The Tuesday, November 11, 2014 regular commission meeting, which falls on Veteran's day, has been rescheduled to Monday, November 10, 2014.

Commissioners and staff discussed capital development projects for the 2015 budget. To be considered are:

- Skye Building replacement in Lewis & Clark Business Park (\$1.5M)
- Cascades Business Park (CBP) Street Light Installation (\$170K)
- CBP Corps of Engineers Easement (\$70K)
- Beacon Rock Golf Course Improvements (\$20K)
- Stevenson Waterfront Enhancement (\$450K)
- River Point Building Improvements (\$900K)
- Cascade Avenue Improvements (\$25K)
- Wastewater Infrastructure (\$200K)

**Executive Session:** Commissioner Bolstad called for an Executive Session from 3:50 pm to 4:15 pm for 25 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.

The Commission said they made no decisions.

**Adjournment:** 4:15 pm.

**Next Meeting:** The next regularly scheduled meeting of the Board of Port Commissioners is September 23, 2014, 3:00 pm, at the Port office conference room: 212 SW Cascade Avenue, Stevenson, Washington.

**APPROVED BY:**

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**Commissioner Tony Bolstad, President (District 1)**



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**Commissioner Kevin Waters, Vice-President (District 3)**



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**Commissioner Gail Collins, Secretary (District 2)**

**ATTEST:**



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**Randy Payne, Finance Manager**