

Port of Skamania County
Minutes of the Board of Commissioners
December 12, 2023

In attendance: Commissioner Taylor, Commissioner Broughton, Commissioner Kingston, Director Pat Albaugh, Finance Manager Cindy Bradley (Zoom), Auditor Monica Masco, Attorney Seth Woolson (Zoom), Minute Taker Wanda Scharfe

Absent: Facilities Manager Doug Bill

Guests:

Call to Order: Commissioner Taylor called the meeting to order at 5:00 p.m.

Public Comment: No public comment

Consent Agenda: The following items were presented for Commissioner's approval. (Consent agenda items are intended to be passed by a single motion to approve all listed actions. If discussion of individual items is requested by a commissioner, that item should be removed from the consent agenda and considered separately after approval of the remaining consent agenda items.)

1. Approval of the Minutes

- November 14, 2023 Minutes

2. Approval of Pre-Issued General Fund Vouchers \$38,767.38

- 21938 - 21947 (Checking)
- Electronic Fund (EFTs) #11/20/2023-01 thru #11/20/2023-04

Approval of Pre-Issued General Fund Vouchers \$12,960.63

- 21948 - 21949 (Checking)
- Electronic Fund (EFTs) #12/05/2023-01 thru #12/05/2023-05

3. Approval of General Fund Vouchers \$40,964.37

- 21950 – 21973 (Checking) 12/12/2023

Commissioner Kingston made a motion; Commissioner Broughton seconded the motion to approve consent agenda items 1 through 3 as presented. All voted in favor and the motion carried unanimously.

Commissioner's Reports: Commissioner Taylor noted she has been attending City of Stevenson wastewater meetings as a community member. Commissioner Broughton attended the Skamania Economic Development Council (EDC) December 7th Strategic Planning Meeting.

Executive Director Report: Director Albaugh attended the City of Stevenson’s Parks Planning meeting on December 6th. He was recently told the Port’s federal direct appropriation will not be automatically eliminated from the budget on January 1, 2024. There is still a chance it will be included in the next federal budget. The Port’s audit is currently under way.

The facilities department has been busy with holiday lighting. The Suite 40 refresh is underway. Facility maintenance this month has included HVAC, water heater, and 40 year old roll up door failures.

The annual holiday party will be December 20th from 11:30 – 2 p.m. at the Maple Leaf Event Center (401 Maple Way Road). The event is held in partnership with the Skamania EDC, Chamber, SDA and the SBDC.

Facilities Update: No Report

Finance Report: Cindy Bradley presented the financial report.

Attorney’s Report: No report

Business & Administrative Approvals: No new business or approvals.

Adjourned: Meeting adjourned at 5:08 p.m.

APPROVED BY:

Commissioner Ray Broughton, Secretary (District 1)

ATTEST: _____ Commissioner Jennifer Taylor, President (District 2)

Wanda Scharfe, Minutes Taker

Commissioner Todd Kingston, Vice President (District 3)