

**Port of Skamania County
Minutes of the Board of Commissioners
October 9, 2012, Regular Meeting 3:00 pm**

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

Attendance: Commissioners Kevin Waters, via telephone (until 3:34), WD Truitt, and Tony Bolstad; Attorney Ken Woodrich, Executive Director John McSherry, Executive Assistant Julie Mayfield, Finance Manager Randy Payne, Auditor Monica Masco, Facilities Manager Doug Bill.

Public Comment: None.

Meetings and Seminars:

Commissioner Truitt attended a meeting organized by the Gifford Pinchot National Forest along with Pinchot Partners and South Gifford Pinchot to gather input on road use, access and other road-related activities in the Gifford Pinchot, on October 4 at the Rock Creek Hegewald Center in Stevenson.

John and Julie attended the IACC (Infrastructure Assistance Coordinating Council) in Wenatchee.

Julie attended the Chamber Break at Dr. Mitzi Ferrill Chiropractic Clinic in Stevenson.

Minutes Approval:

*---MOTION--- Commissioner Truitt moved to approve the **September 25, 2012 Regular Meeting Minutes**. Commissioner Waters stepped down and seconded; the motion carried. Commissioner Bolstad abstained since he was at the meeting a short time via telephone.*

Vouchers Approval:

*--MOTION-- Commissioner Truitt moved to approve the **General Fund Vouchers numbered 14484 through 14514 in the amount of \$285,658.22 dated October 9, 2012**. Commissioner Bolstad seconded; the motion carried.*

Administrative Approvals:

John reviewed with the Commission five change orders from Crestline Construction.

*---MOTION--- Commissioner Truitt moved to **approve Change Orders 1 through 5 from Crestline Construction for the Cascades Business Park (CBP) Coyote Ridge Road Paving project; the five Change Orders totaled a credit of \$901**. Commissioner Bolstad seconded; the motion carried.*

Staff Reports:

- **Facilities Report:** Doug has spent most of his time at CBP; the high bidder for the Almar boat that we surplused has been awarded the sale; we purchased a trailer that will assist in pulling the docks out annually and hauling landscaping equipment, etc.

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

Director's Report/Unfinished Business:

1. *Tenants Update:* John reported Normandeau has given notice to not renew its 2,000 sf lease in the Tichenor Building and half the Red Barn (Rigging Loft). Slingshot has vacated the Seed Extractory building at WRBP (Wind River Business Park).
2. *Cascades Business Park:* John stated that HDJ just submitted a change order for additional work for construction management including training and technical assistance with Corps right-of-way/easement issues.
3. *Wind River Business Park (WRBP):* John reported the spec for the water well at Trout Creek Field will be submitted for bidding to the small works roster.
4. *Beacon Rock Golf Course:* John plans on completing the RFP (request for proposals) this week for seeking a new operator to take over in January 2013. Commissioner Bolstad volunteered to review the pro formas in the proposals received and Commissioner Truitt offered to be on the proposal review team. The Commission agreed the Port should ensure the course is maintained during any gaps of operators.
5. *Wavebreak:* no update.

New Business: None.

Executive Session: Commissioner Waters called for an Executive Session from 3:30 to 3:34 for 4 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 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 4:16 pm.

Next Meeting: The next regularly scheduled meeting of the Board of Port Commissioners is October 23, 2012, 3:00 pm, **first review Preliminary 2013 Budget Draft**, 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