

Port of Skamania County

Minutes of Board of Commissioners February 18, 2025

In Attendance: Commissioner Taylor, Commissioner Broughton, Commissioner Kingston, Director - Pat Albaugh, Finance Manager – Cindy Bradley, Facilities Manager – Doug Bill, Attorney- Seth Woolson (Zoom), Minute Taker – Annette Sabourin

Call to Order: Commissioner Kingston called the meeting to order at 5pm

Public Comment: Scott Anderson and Ben Shumaker from the City of Stevenson were present to update the Commission on the ongoing Cascade Ave project. The city will be holding a stakeholder meeting to include the tenants regarding the project and the water line timeline.

Public comments ended at 5:01pm

Changes to the Agenda: The Commission added the contract with PBS Engineering to provide a legal description of Coyote Road to New Business.

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.)

1. Approval of the Minutes
 - January 21, 2025, Minutes

2. Approval of Pre-Issued General Fund Vouchers
 - 22466-22467 (Checking) **\$19,210.19**
 - Electronic Fund Transfers (EFT) 02/05/2025-01 thru 02/05/2025-05

 - Approval of Pre-Issued General Fund Vouchers **\$40,845.37**
 - 22468-22484 (Checking)

 - Approval of General Fund Vouchers **\$36,524.13**
 - 22485 - 22495 (Checking)
 - Electronic Fund Transfers 02/20/2025 – 01 thru 02/20/2025 - 01

3. Approval of 2025 facility use fee waivers for Farmers Market, Bridge of the Gods Kite Fest, Bootleggers Car Show, and the Waterfront Music Festival.

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

Commissioner & Staff Reports

Attorney's Report: Nothing to report.

Finance Manager's Report: Cindy Bradley presented the January financial reports. She updated the commission on the current CERB loan as well as reporting all tenants are current. There were no questions.

Facilities Update: Doug Bill updated the Commission on the current Fire and Life Inspections that are scheduled for all port owned properties. A discussion ensued related to some rock crushing.

Commission Update: Commissioner Broughton noted that the EDC is working through the process of a couple new loan applications. Nothing added by Commissioners Taylor or Kingston.

Executive Director Report: Pat Albaugh updated the Commissioners on the EPA process. He stated that he has asked for an extension from Commerce. He also noted that there had been no new updates from the US Army Corps of Engineers.

New Business & Administrative Approvals

1. Discussion / Action – Authorize Director Albaugh to move forward with IT upgrades not to exceed \$7,200.

Commissioner Taylor made a motion to authorize director Albaugh to move forward with IT upgrades not to exceed \$7,200. Commissioner Broughton second. Motion passed unanimously.

2. Discussion / Action – Ratify the Rock Crushing Contract as presented.

Commission Taylor made a motion to ratify the Rock Cushing contract as presented. Commissioner Broughton seconded the motion. Motion passed unanimously.

3. Discussion / Action – Ratify EPA Technical Change

Commission Taylor made a motion to ratify the EPA Technical Change. Commissioner Broughton seconded. Motion passed unanimously.

4. Discussion / Action- authorize director Pat Albaugh to sign a contract with PBS engineering to provide a legal description of Coyote Street for future deed and dedication.

Commissioner Taylor made the motion to authorize Pat Albaugh to sign a contract with PBS Engineering for \$4,00 to provide a legal description of Coyote Street. Commission Broughton seconded. Motion passed unanimously.

Executive Session, RCW 42.30.110 1 (b) to consider the selection of a site or the acquisition of real estate by lease or purchase when public knowledge regarding such consideration would cause a likelihood of increased price;

Commissioner Kingston called for an executive session at 5:13pm for 10 min. Commissioner Kingston called the Executive Session to end at 5:23pm. No decisions were made.

Out of executive session the Commission made the decision to do a deeper dive look into the building and it could be revisited.

Adjourned: Meeting adjourned at 5:30 pm

APPROVED BY:

Commissioner Ray Broughton, Secretary (District 1)

ATTEST: _____
Annette Sabourin

Commissioner Jennifer Taylor, Vice President (District 2)

Commissioner Todd Kingston, President (District 3)