

Port of Skamania County
Minutes of the Board of Commissioners
December 11, 2012—Regular Meeting 3:00 pm

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

Attendance: Commissioners Kevin Waters, WD Truitt, and via telephone Tony Bolstad; Attorney Ken Woodrich, Executive Director John McSherry, Executive Assistant Julie Mayfield, Finance Manager Randy Payne, Facilities Specialist Karl Wilkie, Facilities Manager Doug Bill.

Public Comment: Guests Paul Spencer; Rich Curran.

Paul discussed his company Wind River Biomass Utilities LLC; Rich expressed his viewpoint about the history and future of Beacon Rock Golf Course (and noted he was in the first foursome to play the course).

Meetings and Seminars:

Julie attended the webinar “20 Ingredients of an Outstanding Downtown” at the Rock Creek Hegewald Center, which was sponsored by the Port, the Chamber, and the Stevenson Business Association. She also attended the Columbia Gorge Bi-State Renewable Energy Zone Meeting on the topic of Electric Vehicle Charging Stations at Columbia Gorge Community College in The Dalles.

Minutes Approval:

---MOTION--- Commissioner Truitt moved to approve the November 27, 2012 Regular Meeting Minutes. Commissioner Bolstad seconded; the motion carried.

Vouchers Approval:

*---MOTION--- Commissioner Truitt moved to approve the **Pre-issued General Fund Vouchers numbered 14601 through 14607 in the amount of \$8,887.58 dated December 5, 2012.** Commissioner Bolstad seconded; the motion carried.*

*---MOTION--- Commissioner Truitt moved to approve the **General Fund Vouchers numbered 14608 through 14630 in the amount of \$31,648.58 dated December 11, 2012.** Commissioner Bolstad seconded; the motion carried.*

Administrative Approvals:

John reviewed the nature of Supplement #2 of engineer HDJ for Cascades Business Park Paving Coyote Ridge Road (for additional work for construction management including training and technical assistance with Corps of Engineers right-of-way/easement issues).

*---MOTION--- Commissioner Bolstad moved to approve **HDJ Supplement #2 of the Cascades Business Park Coyote Ridge Road Paving project in the amount of \$24,323 dated December 7, 2012.** Commissioner Truitt seconded; the motion carried.*

---MOTION--- Commissioner Truitt moved to award the personal services contract of \$18,500 to Rock Cove Design for the Design Plan of Various Structures (Stevenson Landing, Pier, Cabana in Teo Park, etc.); Commissioner Bolstad seconded; the motion carried.

Staff Reports:

- **Facilities Report:** Doug reported he and John met with Insitu staff to discuss the roof leaking issues at the River Point Building. It was concluded that the Port will pursue replacement options for the River Point roof.
- **Attorney's Report:** None.

Director's Report/Unfinished Business:

1. *Tenants Update:* Normandeau has vacated the Suite 40 Tichenor building offices and the west half of the Red Barn. We are working out a lease with Sawnnet for the vacated space in the Red Barn. Work continues on converting Suite 40 into a multi-tenant office suite.
2. *Cascades Business Park:* John presented HDJ's Supplement #2 for additional work for construction management including training and technical assistance with Corps right-of-way/easement issues (see Administrative Approvals).
3. *Wind River Business Park (WRBP):* John is negotiating a lease with a current tenant.
4. *Beacon Rock Golf Course:* Continuing review of responses to Request for Proposals.
5. *Wavebreak:* no update.

New Business: None.

Executive Session: Commissioner Waters called for an Executive Session from 4:00 pm to 4:30 for 30 minutes and again from 4:30 to 4:40 for 10 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, and (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. The Commission directed John to continue lease negotiations.

Adjournment: The Chairperson adjourned the meeting at 4:47 pm.

Next Meeting: The next regularly scheduled meeting of the Board of Port Commissioners is January 8, 2013, 3:00 pm; 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