

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

**Call to Order:** Commissioner Bolstad called the meeting to order at 3:02 pm.

**Attendance:** Commissioners Kevin Waters, Tony Bolstad, and Gail Collins; Executive Director John McSherry, Attorney Ken Woodrich, Finance Manager Randy Payne, Facilities Manager Doug Bill, Facilities Specialist Karl Wilkie. Guests Paul Spencer, Carl Hopple, Bill Fosburg, Aaron Imhof, Kate Wildrick (Ingenuity Innovation Center), Carol Coren (Cornerstone Ventures) and Bevan Suits.

**Public Comment: 3:18 pm – 4:01 pm**

Kate Wildrick discussed the Ingenuity Innovation Center located in St Helens, Oregon. Commissioner Bolstad asked about water loss in greenhouse operations. Aaron Imhof stated there is roughly 7% water loss due to evaporation.

Bevan Suits addressed Commission Bolstad's question regarding the location of greenhouses and proximity to biomass facility. Bevan mentioned there shouldn't be any issues with running pipes from the biomass facility to greenhouses located at the Wind River Business Park (WRBP). Commissioner Bolstad asked if there are issues with invasive species or diseases concerning fish farms. Bevan stated the fish ponds are confined and the proposed fish, *Tillapia*, require water temperatures of 80 degrees Fahrenheit, which greatly reduces any risks.

Carol Coren discussed the Veterans to Farmers program and Archi's Acres located in southern California. She suggested a timber bridge manufacturing company may do well in Skamania County.

Carl Hopple discussed establishing anchor tenants at WRBP and the secondary businesses that would follow. He believes there is a demand for an RV park/campground and that it would bring economic activity to the community. He also believes there is a need for a law enforcement and first responder education training center. Carl would like to propose a service contract to the Port for property development.

**Meetings and Seminars:** None.

**Minutes Approval:**

*---MOTION--- Commissioner Waters moved to approve the November 25, 2014 Regular Meeting Minutes. Commissioner Collins seconded; the motion carried.*

**Vouchers Approval:**

*---MOTION--- Commissioner Collins moved to approve the Pre-issued General Fund Vouchers numbered 16082 through 16111 in the amount of \$11,393.21, dated December 3, 2014. Commissioner Waters seconded; the motion carried.*

*---MOTION--- Commissioner Waters moved to approve the **General Fund Vouchers numbered 16091 through 16111 in the amount of \$22,819.64 dated December 9, 2014.** Commissioner Collins seconded; the motion carried.*

**Administrative Approvals:** None.

**Staff Reports:**

**Facilities Report:** presented by Doug Bill

Doug reported the River Point Building has been stripped of racks; the furnace at WRBP in the space occupied by Bill Sherman has been replaced. Radiant heaters were installed in the Processing Center located at WRBP, allowing the tenant to heat the facility without the use of the “blast” furnace. Karl reported on removal of scotch broom at Cascades Business Park in North Bonneville.

**Attorney’s Report:** None.

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

1. *Tenants update:* John met with Nick Hogan and Eric Hansen (City of Stevenson) to discuss the permit and compliance procedures associated with LDB Beverage improvements to the River Point building. US Representative Jaime Herrera Beutler’s staff is scheduled to meet with Bruce Nissen, LDB Beverage, and tour the facility on December 10, 2014. Sawtooth Technologies ran broadband data lines to the River Point Building for internet. The sewer line will be located.
2. *River Point Building Roof Replacement:* John discussed the Port’s process of following Washington State guidelines for contracting personal and professional services. Ken will review the professional services contract to ensure all USEDA guidelines and requirements are satisfied. He suggests using a design firm to develop the specifications and design of the building’s exterior. Design items include windows, siding and color schemes.
3. *Cascade Avenue Improvements:* John submitted a proposal to the City of Stevenson for the use of hotel/motel funds to construct improvements on Cascade Avenue from Russell to the Port office, and construct Phase I of the Stevenson Landing improvements project. The amount requested was \$60,000. Skamania County approved the appropriation of an additional \$60,000 from the RCW 82.14.370 Sales and Use Tax for Public Facilities in Rural Counties fund.

**New Business:** None.

**Executive Session:** Commissioner Bolstad called for an Executive Session from 4:31 pm to 5:01 pm for 30 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 (g) To evaluate the qualifications of an applicant for public employment or to review the performance of a public employee. However, subject to RCW 42.30.140(4), discussion by a governing body of salaries, wages, and other conditions of employment to be generally applied within the agency shall occur in a meeting open to the public, and when a governing body elects to take final action hiring, setting the salary of an individual employee or class of employees, or discharging or disciplining an employee, that action shall be taken in a meeting open to the public.


*---MOTION--- Commissioner Waters moved to authorize John McSherry to work out an agreement with Kellogg Group (Clark and Lewie's Restaurant— Old Saloon Building 130 SW Cascade Avenue) for a payment plan. Payments for July and August 2014 shall be paid by December 15, 2014; September, October and November 2014 shall be paid by January 10, 2015; December 2014 and January 2015 shall be paid by February 10, 2015. Immediate action will be taken to evict without the Port Commission's review if these terms are not met. Commissioner Bolstad stepped down and seconded; the motion carried.*


*---MOTION--- Commissioner Waters moved to adopt a Personal Improvement Plan (PIP) for John McSherry; the Commissioners will alternate performing the progress review by order of their district numbers. Commissioner Collins seconded; the motion carried.*

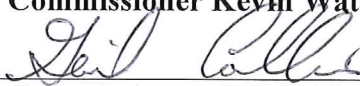
**Adjournment:** 5:15 pm.

**Next Meeting:** The next regularly scheduled meeting of the Board of Port Commissioners is January 5, 2015, 3:00 pm (rescheduled from January 13, 2015), 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