

Port of Skamania County
Minutes of the Board of Commissioners
July 14, 2015
Regular Meeting 3:00 pm

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

Attendance: Commissioners Tony Bolstad, Gail Collins, and Todd Kingston; Attorney Ken Woodrich, Executive Director John McSherry via telephone, Executive Assistant Julie Mayfield, Facilities Specialist Karl Wilkie, Finance Manager Randy Payne. Guests Philip Watness, Mark Mayfield, Darla Wilkerson-Sauls, Kate Morrison, Marie Brundager.

Public Comment: Darla commented on the water heater, dishwasher, septic system, electric bill, venting system, and plumbing at the residence she leases at 212 Chapman Avenue in the Wind River Business Park (WRBP).

Meetings and Seminars:

Commissioner Bolstad attended the Washington State Senate Subcommittee meeting in Olympia to testify in favor of approving the ALEA program budget (Recreation and Conservation Office, Aquatic Lands Enhancement Account) in support of the Port's grant request for match funding of the Stevenson Shoreline Enhancement project.

Julie attended the City of Stevenson's Planning Commission meeting in support of the Commission interpreting the zoning code to include a tasting room with food service for tenant LDB Beverage in the River Point building, as well as the Shoreline Management Program update.

Randy attended the WPPA Finance Conference in La Conner (Washington Public Ports Association).

Minutes Approval:

*---MOTION--- Commissioner Bolstad moved to approve the **June 23, 2015 Regular Meeting Minutes** as corrected. Commissioner Kingston seconded; the motion carried.*

Vouchers Approval:

*---MOTION--- Commissioner Bolstad moved to approve the **Pre-issued General Fund Vouchers numbered 16527 through 16537 in the amount of \$13,181.21 dated July 1, 2015.** Commissioner Kingston seconded; the motion carried.*

*---MOTION--- Commissioner Bolstad moved to approve the **General Fund Vouchers numbered 16538 through 16575 in the amount of \$53,382.58 dated July 14, 2015.** Commissioner Kingston seconded; the motion carried.*

Administrative Approvals:

---MOTION--- Commissioner Bolstad moved to ratify the agreement between the Port and CIDA, Inc. (Commercial Industrial Design Architecture) dated July 1, 2015, in the amount of \$94,642, for design and engineering of the new Skye Building in North Bonneville. Commissioner Kingston seconded; the motion carried.

Staff Reports:

- **Facilities Report:** The Commission decided the hot water heater should be replaced and the venting system should be cleaned at 212 Chapman Avenue at WRBP. Doug is attending BAT certification course in Spokane all week (backflow assembly testing); Dave has been working in Stevenson; Karl has been painting the Clubhouse at Beacon Rock Golf Course (BRGC). Snyder has been working on the re-roof project at the River Point building. Commissioner Bolstad noted an all brown patch of grass at East Point; Dave repaired a sprinkler head at the Discovery building (since Gorge Delights mowed over it) and he worked on the AC systems there and at the Old Saloon (Clark & Lewie's). Water and sewer stub-outs are planned to be installed at the commercial lot west of the Old Saloon building.
- **Attorney's Report.** Ken reminded the Commission that the PSA (purchase and sale agreement) extension date with Skamania County for the Port's management and discovery period for WRBP has passed; there was a draft proposal put forward by the Port to the County commissioners. Ken suggested all six commissioners meet again and discuss the previously proposed plan of reinvesting any revenue generated at the site into infrastructure development and repair.

Director's Report/Unfinished Business:

1. *Tenants Update:* The City of Stevenson Planning Commission voted to allow a tasting room with food service by tenant LDB Beverage in the industrial zone at the River Point building; the Port received the City permit for the restroom construction there as well.
2. *Skye Building Construction (Discovery III):* (see Admin Approvals) CIDA has begun work at the site, with Klein beginning to survey.
3. *River Point Building Improvements:* There was a pre-construction meeting at the Port office with the Port's consultant PRC, and contractor Snyder last week.
4. *Cascade Avenue Upgrade Project:* Fiber optic lines have been relocated underground; Wave Broadband has decided to discontinue service to the businesses and residences on Cascade Avenue and will be removing their cable; John wrote them a letter and met with them offering to lease extra conduit owned by the Port—they declined. The PUD placed a transformer at Bob's Beach (in the City's right-of-way) and another by "the little brown house" (126 SW Cascade Ave.). The Port needs an easement with the PUD for infrastructure on Port property.
5. *Wind River Business Park (WRBP):* The Port reviewed a Special Use Permit from the

Forest Service for the joint use of the Forest Service water system. The agreement is for three years and includes the development of a plan to combine and improve the water system. Wind River Biomass LLC (WRB) was denied a permit for use of a short Forest Service owned access road between Hemlock Road and Trout Creek Field. The Forest Service noted the road is not able to accept the planned use. As a result, WRB is contemplating using an abandoned road east on Hemlock Road on County property. This may involve moving the fence to the north.

6. *Stevenson Shoreline Waterfront Enhancement*: The Washington State Legislature finally approved the budget including enough of the ALEA funding to approve our match grant. A contract will be developed with the Department of Commerce; final engineering will be contracted with consultant Flowing Solutions and then final plans and specs put out to bid. The in-water work time is November to February—this project will likely be done in 2016. John will meet with Brian Bair of Bair Consulting LLC to finalize the City of Stevenson Shoreline and Critical Areas permits (already submitted but not approved).

New Business: Mark Mayfield requested that the Port understand the urgent need to replace the 40+ year old irrigation system at BRGC. He reported that he came to the Commission two years ago explaining that the sprinkler heads and underground piping are worn out and that a consultant had proposed a cost of \$260,000 to replace. The proposal included a two-week completion schedule, which would not impede play (and 10 years interest free financing). Ken noted the Port would need to competitively bid such a project. The Commission agreed to make an action plan for this. John is proposing hiring a consultant to analyze the existing system as a first-step to developing a new system design, including cost estimates and potential phasing of a new system.

Executive Session: None.

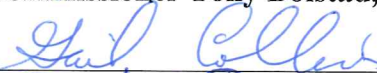
Adjournment: The Chairperson adjourned the meeting at 4:00 pm.

Next Meeting: The next regularly scheduled meeting of the Board of Port Commissioners is **August 11, 2015** at 3:00 pm at the Port office conference room: 212 SW Cascade Avenue, Stevenson, Washington.

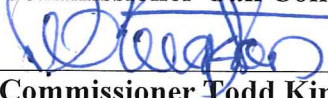
APPROVED BY:



Commissioner Tony Bolstad, Secretary (District 1)



Commissioner Gail Collins, President (District 2)



Commissioner Todd Kingston, Vice-President (District 3)

ATTEST:



Julie Mayfield, Executive Assistant