

**Port of Skamania County
Minutes of the Board of Commissioners
July 9, 2013
Regular Meeting 3:00 pm**

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

Attendance: Commissioners WD Truitt and 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. Guest Phillip Watness (*Skamania County Pioneer*) and Paul Spencer.

Public Comment: None

Meetings and Seminars:

Commissioner Bolstad and John attended the Bridge of the Gods Update meeting at the Port of Cascade Locks.

Minutes Approval:

*---MOTION--- Commissioner Bolstad moved to approve the **June 25, 2013 Regular Meeting Minutes**. Commissioner Truitt stepped down and seconded; the motion carried.*

Vouchers Approval:

*---MOTION--- Commissioner Bolstad moved to approve the **Pre-issued General Fund Vouchers numbered 15023 through 15032 in the amount of \$11,822.84 dated July 3, 2013**. Commissioner Truitt stepped down and seconded; the motion carried.*

*---MOTION--- Commissioner Bolstad moved to approve the **General Fund Vouchers numbered 15033 through 15060 in the amount of \$51,018.95 dated July 9, 2013**. Commissioner Truitt stepped down and seconded; the motion carried.*

Administrative Approvals:

*---MOTION--- Commissioner Bolstad moved to **Adopt Resolution 11-2013 Amending the Port's By-laws to change the Time of its Regularly Scheduled Meetings from 3:00 pm to 9:00 am**. Commissioner Truitt stepped down and seconded; the motion carried.*

*---MOTION--- Commissioner Bolstad moved to **Ratify the Ken Woodrich lease for Office #3 of Suite 110 in the Tichenor Building, as a one-year lease at \$295 per month plus WA State Leasehold Tax, Insurance, and Prorated Portion of Utilities**. Commissioner Truitt stepped down and seconded; the motion carried.*

---MOTION--- Commissioner Bolstad moved to Approve the \$34,000 Contract with Willowa Resources for the Biomass Feasibility Study at Wind River Business Park, subject to legal review by Port Attorney Ken Woodrich. Commissioner Truitt stepped down and seconded; the motion carried.

Staff Reports:

- **Facilities Report:** Doug reported an inordinate amount of trash left over from the Fourth of July personal fireworks at East Point. The Port will consider options for next year to minimize leftover trash. There are several repair items that need to still be done at Beacon Rock Golf Course (**BRGC**); there was discussion on the best approach for repairing a drainage issue—the Port could repair in-house or get bids. Rock from a private landowner in North Bonneville has been identified as usable for our **Leavens Point Access/Waterfront Enhancement** project—we'll continue exploring options for a storage site for the rocks. A total of 2,400 pounds of fire-damaged items were removed from the 212 Chapman residence at Wind River Business Park (**WRBP**) so far; Skamania County has agreed that the house should be repaired; options for repair were discussed and the Port will likely have the job bid out off the small works roster.
- **Attorney's Report:** Ken discussed time conflicts with two upcoming conferences: transferring water rights, presented by the new director of the Department of Ecology (DOE), Maia Bellon; and WA State Association of Municipal Attorneys annual conference. There was a discussion on the WRIA (Water Resource Inventory Area) 29a process and explanation of why Skamania County is currently without a Water Resource Plan: DOE's assessment of our streams was determined using modeling software and not using data collected from in-stream monitoring. The County believed the conclusions reached by the modeling software were incorrect and withdrew from the process. Since then, stream flow data have been collected. Currently, DOE is not processing new water rights applications until the WRIA process is completed. The Commission agreed the Port should get involved in the process to complete the WRIA and that Ken should attend the DOE conference with financial assistance from the Port.

Director's Report/Unfinished Business:

1. *Tenants Update:* Gorge Delights and Silver Star Cabinets still need resolution to the power issues for their expansions; the Port needs to meet with the tenants and the PUD. Beacon Rock Golf Course (BRGC) provided an estimate of \$2,600 (with tax) to replace all t-markers, which were thought to be owned by the Port but are owned by Benchcraft.
2. *Wind River Business Park (WRBP):* Paul Spencer discussed the Biomass Facility Feasibility Study and gave an update on the political climate surrounding the project and alternative energy in Washington State—see Administrative Approvals. After reviewing three proposals from consultants from our professional services list, Willowa Resources was chosen as the consultant. See Facilities Report for update on the fire damaged house at 212 Chapman.

3. *Old Saloon*: We are hoping to have a contract signed next week with a new tenant.
4. *Wavebreak*: No update.
5. *Vehicle Camping and No Jumping/Diving Ordinance*: Ken reminded according to RCW 53.08.220 we need to 1) adopt regulations, and 2) request the City of Stevenson to enforce them. A public hearing is required. This issue will be discussed at the next meeting when Commissioner Waters is attending.

New Business:

Vendors at Stevenson Landing. The Port has had several inquiries by local vendors who want to set up along the Russell Street pathway to the tour boat pier. It was determined that our current permit process for using park space doesn't cover this; we need a separate process for vendors. There was discussion about insurance requirements and fee structures, and the potential for the Chamber to manage it.

Special Meeting. There will be a Special Meeting with the Port of Cascade Locks on Tuesday July 16, 2013, at 7:00 pm in their Pavilion to discuss the weight restrictions on the Bridge of the Gods.

Executive Session: None.

Adjournment: The Chairperson adjourned the meeting at 5:11 pm.

Next Meeting: The next regularly scheduled meeting of the Board of Port Commissioners is July 23, 2013 at the Port office conference room: 212 SW Cascade Avenue, Stevenson, Washington, at the **new time of 9:00 am**.

APPROVED BY:



Commissioner WD Truitt, President (District 2)



Commissioner Tony Bolstad, Vice-President (District 1)

Commissioner Kevin Waters, Secretary (District 3)

ATTEST:


Julie Mayfield, Executive Assistant