

**Port of Skamania County
Minutes of the Board of Commissioners
September 23, 2014, 3:00 pm**

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

Attendance: Commissioners Kevin Waters, Gail Collins, and via telephone Tony Bolstad; Executive Director John McSherry, Attorney Ken Woodrich, Auditor Monica Masco, Executive Assistant Julie Mayfield, Finance Manager Randy Payne, Facilities Manager Doug Bill. Guests Philip Watness (*Pioneer*), Carl Hopple, Bill Fosburg.

Public Comment:

Carl Hopple presented a letter from Sheriff Dave Brown in support of a local gun range and explained that he spoke with Commissioner Bolstad regarding his ideas for Wind River Business Park (WRBP). He mentioned that he had earlier provided John with a narrative about site ideas as well. Commissioner Bolstad explained that Carl's ideas about WRBP would need to be discussed amongst all three commissioners and since all three had not seen the narrative yet that several discussion periods may be necessary; this could likely be done at our next meeting or two.

Meetings and Seminars:

Commissioners Bolstad, Waters, and Collins, along with John, Doug, Julie and Randy attended the Red Carpet Team meeting with potential tenant LDB Beverage at Backwoods Brewing in Carson.

Commissioner Collins attended the Skamania County EDC meeting.

John met with Ted Anderson of US Department of Agriculture, Rural Development (USDA RD), at the Port office. Ted received an update on Cascades Business Park, since the Port received a \$200,000 grant from USDA RD to purchase the site from the City of North Bonneville in 2001. Commissioner Bolstad suggested the Port should create design standards for this site possibly using grant funding from a Rural Development group. Ken said design standards would become CCRs for the property.

Minutes Approval:

*---MOTION--- Commissioner Waters moved to approve the **September 9, 2014 Regular Meeting Minutes**. Commissioner Collins seconded; the motion carried.*

Vouchers Approval:

*---MOTION--- Commissioner Collins moved to approve the **General Fund Vouchers numbered 15938 through 15960 in the amount of \$24,580.22 dated September 23, 2014**. Commissioner Waters seconded; the motion carried.*

Administrative Approvals:

The Port received congratulatory calls from Senators Murray and Cantwell's office, and Representative Beutler's office for being awarded a US EDA grant. The contract is currently in overnight mail to the Port.

---MOTION--- Commissioner Waters moved to authorize John McSherry to Sign the US EDA (Economic Development Administration, grant offer contract in the amount of \$925,000, for the River Point Re-roofing and Improvements Project, subject to review by Port Attorney Ken Woodrich. Commissioner Collins seconded; the motion carried.

Staff Reports:

Auditor's Report: presented by Monica Masco

August 31, 2014 Cash Balance is \$1,225,642.47.

Total revenue for August was \$106,210.17 and expenditures were \$139,626.73: Netting excess expenditures over revenue in the amount of \$33,416.56; year to date expenditures are over revenues in the amount of \$95,107.12.

Monica explained that next month's report will include three full quarters of 2014 reporting.

2015 Budget Preparation: Randy led discussion on Capital Development Projects.

Unfinished Business/Director's Report: Presented by John McSherry

1. *Tenants update:* As of this morning, Last US Bag is current on lease payments; the Port will meet next week with another tenant whose lease payments are in arrears. Commissioner Waters reported talking with Skunk Brothers, who may likely open their tasting room in the Tichenor Building next month.
2. *River Point Building Roof Replacement:* (See Administrative Approvals above) Commissioner Collins suggested we send thank-you cards to the EDC and MCEDD for their help on the US EDA grant application process. John reported the US EDA office may or may not prepare a press release.
3. *Port of Skamania 50 Years Celebration:* This celebration has been moved to December 19, 2014, when we hold our annual Open House.

John reported the Port office is now connected to fiber optic from Sawtooth Technologies; the wireless internet connection had been progressively getting very slow.

New Business: None.

Executive Session: Commissioner Bolstad called for an Executive Session from 4:30 pm to 5:30 pm for one hour and again from 5:30 pm to 5:40 pm for 10 minutes per RCW 42.30.110(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, 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 and (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.

The Commission decided to charge \$50 per month to Wind River Biomass Utility for outside storage adjacent to Building 2624, 1113 Hemlock Road, also known as the SARs Building.

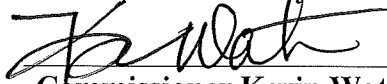
Adjournment: 4:46 pm.

Next Meeting: The next regularly scheduled meeting of the Board of Port Commissioners is October 14, 2014, 3:00 pm, at the Port office conference room: 212 SW Cascade Avenue, Stevenson, Washington.

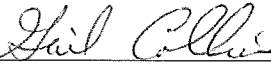
APPROVED BY:



Commissioner Tony Bolstad, President (District 1)



Commissioner Kevin Waters, Vice-President (District 3)



Commissioner Gail Collins, Secretary (District 2)

ATTEST:



Julie Mayfield, Executive Assistant