

**Port of Skamania County  
Minutes of the Board of Commissioners  
February 21, 2023**

**In attendance:** Commissioner Kingston, Commissioner Broughton, Commissioner Taylor, Director Pat Albaugh, Finance Manager Cindy Bradley, Auditor Monica Masco (Zoom), Attorney Ken Woodrich (Zoom), Facilities Manager Doug Bill, Minute Taker Wanda Scharfe

**Absent:**

**Guests:** Travis Merklin, Ashley Merklin, Rachael Grenier

**Call to Order:** Commissioner Taylor called the meeting to order at 5:01 p.m.

**Public Comment:** No public comment, have been received.

**Presentation:** Icarus Precision made a presentation to the Commissioners expressing interest in moving, growing and developing their business to the Cascades Business Park. The presentation included company growth information to date and their projections for future growth.

**Consent Agenda:** The following items were presented for Commissioner's approval. (Consent agenda items are intended to be passed by a single motion to approve all listed actions. If discussion of individual items is requested by a commissioner, that item should be removed from the consent agenda and considered separately after approval of the remaining consent agenda items. )

**1. Approval of the Minutes**

January 17, 2023 Minutes

**2. Approval of Pre-Issued General Fund Vouchers**

21580 (Checking)

Electronic Fund Transfers (EFT) #02/03/2023-01 thru 02/03/2023-05

Approval of Pre-Issued General Fund Vouchers **\$43,677.94** (2-7-2023)

21581-21602 (Checking)

Approval of Pre- Issued General Fund Vouchers **\$21,914.81**

21603-21610 (Checking)

Electronic Fund Transfers (EFT) #02/17/2023-01 thru 02/17/2023-05

--MOTION—Commissioner Broughton made a motion; Commissioner Taylor seconded the motion to approve consent agenda items 1 through 2 as presented. All voted in favor and the motion carried unanimously. **Commissioner's Reports:** Commissioner Taylor had an introductory meeting with the newly elected County Commissioner Asa Lecke.

**Executive Director Report:** Pat Albaugh noted he has been in Olympia a few times this month seeking funding or following up on funding asks/requests for Cascade Business Park in North Bonneville. He is promoting a new tagline “Skamania, The Greenest County in the United States” and the cost of being green as a new talking point. The facilities department will be purchasing a Brush Hog Mower which would enable them to maintain the Cascade Business Park. The appropriation request with Senator Murray has been submitted. The request is for one (1) million dollars to put in a pretreatment element to the infrastructure system in North Bonneville. He and Cindy will be meeting with Senator Cantwell’s staff on March 2<sup>nd</sup>. We also have a 2.5-million-dollar request in from the Washington State Capital Budget. Director Albaugh met with both the Majority and Minority leaders on the capital budget committee. He was pleased to report the One Gorge’s Gorgeous Night in Olympia was well attended on February 8<sup>th</sup>.

**Facilities Update:** Doug Bill reported on day to day activities noting that two toilets have been replaced and the new water meter system for the tour boats has been partially installed. He is in the process of starting a landscaping update on the Cascade Avenue side of the Tichenor Building. The Dock repairs are in process. He also noted that the new lock on the Bob’s Beach Bathroom is working well so far.

**Finance Report:** Cindy Bradley presented the January financial report. The income and expense notables were reviewed. Additional notables were that the tour boat billings have gone out. The December tax payments have been received. All of the tenants are current with their leases and payment plans. High One LLC is paying additional amounts toward their payment plan.

**Attorney’s Report:** No notables

#### **Attorney Selection**

Director Albaugh noted several candidates have expressed interest for the Port Attorney position. The Commission decided one Commissioner should participate in the interview process. Commissioner Kingston was selected to take part in the interviews along with Director Albaugh and Attorney Woodrich.

#### **Gorge Canoe Club**

Director Albaugh presented a request from the Non-profit Gorge Canoe Club to place a container on Beverly’s Park to store a 40” canoe. Both Commissioner Kingston and Taylor are in favor. Commission Broughton noted he was not in favor of the idea noting the area is already congested and the minimal value of recreational storage. It was noted the group is active in Cascade Locks and would also like to generate interest in Stevenson. Director Albaugh will work with the Gorge Canoe Club.

#### **Fort Vancouver Regional (FVR) Library and NW Energy - Charging Station Grant**

Director Albaugh introduced the request from the Stevenson Librarian David Wyatt and NW Energy Group to submit a grant for two (2) EV charging stations in the Stevenson Library Parking Lot under the Port of Skamania as the applicant.

--MOTION -Commissioner Kingston made a motion; Commissioner Broughton seconded the motion to authorize Director Albaugh to partner with the Fort Vancouver Regional Libraries and Northwest Energy to apply for a Department of Commerce grant to build two (2) EV charging stations in the Stevenson Library parking lot. All voted in favor and the motion carried unanimously.

**Stevenson Saturday Market Facility Use Waiver**

Director Albaugh introduced a request to waive the facility use fees for the 2023 Stevenson Saturday Market.

--MOTION—Commissioner Kingston made a motion; Commissioner Broughton seconded the motion to authorize Director Albaugh to waive the Facility Use Permit fee to sponsor the 2023 Stevenson Saturday Market.

**Pharaoh’s Family Farm Short-Term 2023 Lease**

Director Albaugh introduced a short-term lease for Pharaoh’s Family Farm.

--MOTION—Commissioner Kingston made a motion; Commissioner Broughton seconded the motion to approve the lease between the Port of Skamania and Pharaoh’s Family Farm on a short-term lease beginning March 1, 2023 and expiring June 30<sup>th</sup>, 2023 with a monthly lease rate of \$250.00 per month plus Washington State Leasehold excise Tax as presented. The board acknowledges the \$500.00 security deposit is less than the 1 – year statutory deposit. All voted in favor and the motion carried unanimously.

**Fern Prairie Modelers Club Revocable Non-exclusive License to Use**


Director Albaugh introduced a Revocable Non-exclusive License to Use for Fern Prairie Modelers Club.

--MOTION—Commissioner Kingston made a motion; commissioner Broughton seconded the motion to approve the Revocable Non—exclusive License to Use agreement between the Port of Skamania and Fern Prairie Modelers’ Club for the club purpose of flying and landing model aircraft and for parking for its’ members beginning on March 1, 2023. All voted in favor and the motion carried unanimously.

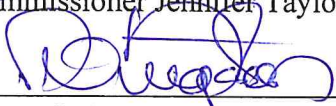
**Adjourned:** Meeting was adjourned at 6:07 p.m.

**APPROVED BY:**

  
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Commissioner Ray Broughton, Secretary (District 1)

ATTEST:  Commissioner Jennifer Taylor, President (District 2)

Wanda Scharfe, Minutes Taker

  
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Commissioner Todd Kingston, Vice President (District 3)