

Port of Skamania County
Minutes of the Board of Commissioners
July 12, 2011
Regular Meeting 3:00 pm

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

Attendance: Commissioners WD Truitt, Tony Bolstad, and Kevin Waters; Attorney Ken Woodrich, Executive Director John McSherry via telephone, Executive Assistant Julie Mayfield, and Finance Manager Randy Payne.

Public Comment: None; closed at 3:31 pm.

Meetings and Seminars:

Julie attended the Gorge Technology Alliance (GTA) annual summer party at the Sunshine Mill in The Dalles.

Minutes Approval:

*---MOTION--- Commissioner Waters moved to approve the **June 28, 2011 Regular Meeting Minutes**. Commissioner Truitt seconded; the motion carried.*

Vouchers Approval:

*---MOTION--- Commissioner Waters moved to approve the **Pre-issued General Fund Vouchers numbered 13575 through 13581 in the amount of \$8,539.11 dated July 6, 2011**. Commissioner Truitt seconded; the motion carried.*

*---MOTION--- Commissioner Truitt moved to approve the **General Fund Vouchers numbered 13582 through 13604 in the amount of \$21,129.15, dated July 12, 2011**. Commissioner Waters seconded; the motion carried.*

Administrative Approvals:

*---MOTION--- Commissioner Waters moved to approve **Resolution 12-2011 Authorizing Health Insurance for Port Commissioners**. Commissioner Truitt seconded; the motion carried.*

Staff Reports:

- **Facilities Report:** None—Karl and Doug were away at Lead Renovators certification class.
- **Attorney's Report:** Presented by Ken Woodrich.

Director's Report/Unfinished Business:

1. *Tenants Update:* None.
2. *Wind River Business Park (WRBP):* John reported we have readied space in the Port office basement to store files from the County, but we have not received delivery from the County—Julie will contact the County to request again that they deliver the documents. Bids for the re-roofing at 192 Chapman are due to the Port by July 15. Randy drafted a letter to the County delineating expenses incurred for

cleaning and readying the 212 Chapman residence for re-rent. The Canopy Crane project requested permission to take research visitors on a tour through Martha Creek field. The PUD has been trimming trees along power lines.

3. *Wavebreak*: John reported on his meeting with Ferguson on July 1. Andrew Jansky of Flowing Solutions was with him. Ferguson recently worked with a consultant to analyze various wavebreak designs. One of the designs analyzed was our design. The top performing design however was a triangular shape, which differs from our box shaped design. Ferguson is proposing to rebuild our wavebreak into the triangular shape. Andy Jansky recommended the Port consider the “triangle” design. John gave Ferguson a verbal approval to provide a proposal to the Port on the revised “triangle” design. Ken advised the Port should send a confirmatory letter to Ferguson pursuant to the results of that meeting.
4. *Policy Clarification*: Ken reported Municipal Research Services Center (MRSC) advised against leaving responsibility for retention of work related cell phone number logs with employees, when employees are receiving a stipend for work use of personal communication devices. There should be an agreement with the employees about providing this information regularly to the Port for retention purposes; personal numbers can be redacted by the employee. Ken and John will continue to refine this policy.
5. *Electrical Vehicle Charging Station*: John reported the City of Stevenson approved a \$5,000 grant to the Port for this project. John and Moli Thomas will choose the EV Unit design, but not purchase until funding contracts with the City and the Stevenson Business Association are in place.

Strategic Planning:

Water System for WRBP. No news on progress of water system.

126 SW Cascade Avenue, Stevenson (LBH—“little brown house”). John is working with Crestline Construction to develop a cost estimate for the Waterfront Enhancement Project. John requested Crestline also give an estimate on demolition of this house. Commissioner Waters asked for a copy of the estimate when it arrives. John noted there is \$10,000 in the budget for marketing of the waterfront, so those funds could be used for demo.

Discovery III, North Bonneville. Discussion shelved to next meeting.

Direction: Port Goals—Continuing work on Comprehensive Scheme of Harbor Improvement—postponed to next meeting.


New Business: None.

Executive Session: None.

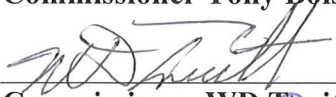
Adjournment: The Chairperson adjourned the meeting at 3:31 pm.

Next Meeting: The next regularly scheduled meeting of the Board of Port Commissioners is July 26, 2011, 3:00 pm, at the Port office conference room: 212 SW Cascade Avenue, Stevenson, Washington.

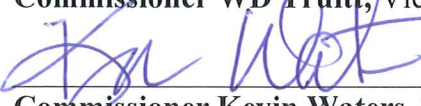
APPROVED BY:



Commissioner Tony Bolstad, President (District 1)



Commissioner WD Truitt, Vice-President (District 2)



Commissioner Kevin Waters, Secretary (District 3)

ATTEST:



Julie Mayfield, Executive Assistant

