

**Port of Skamania County
Minutes of the
Board of Commissioners Regular Meeting
May 13, 2008**

Call to Order: President Teitzel called the meeting to order at 4:00 p.m. with public comment open until 4:30 p.m.

Attendance: In attendance from the Port were Commissioner Judy Teitzel, Commissioner Tony Bolstad, Commissioner W.D. Truitt, Attorney Ken Woodrich, Manager John McSherry, Auditor Monica Masco, Facilities Manager Karl Wilkie, Accounting Tech. Tina Tarani and Administrative Assistant Julie Mayfield. Guests: Peggy Bryan from Skamania County EDC, Todd Chase from FCS Group, and Scott Keillor from Columbia Planning.

Public Comment: Peggy Bryan from Skamania County EDC attended the FCS Group presentation by the team of Todd Chase (FCS Group) and Scott Keillor (Columbia Planning). The presentation lasted approximately 1.5 hours.

FCS Group presented preliminary findings, through a slide show, for Contract Item Task 2 (*Skamania County's Market and Economic Analysis*) of the District Wide Economic Impact Feasibility Study. They stressed the importance of being flexible and ready for potential tenants/development scenarios.

Peggy Bryan announced that the "Columbia Gorge Bi-state Renewable Energy Zone" has been established to enhance the development of energy related businesses through assistance from private, federal, state and local programs.

Meetings and Seminars:

- **Washington Association of Municipal Attorneys:** Ken Woodrich reported that his meeting was very informative.
- **MFG Picnic:** John, Julie, and Karl attended tenant MFG's picnic on May 8, 2008.
- **Skamania County:** Commissioner WD Truitt met with the Skamania County Commissioners and representatives of Washington State government.

Commissioner Truitt asked the other commissioners if they were available to meet jointly with the Skamania County Commissioners on May 19, 2008, to discuss relocating the fill from the Piper Road Landslide. Both Commissioners Teitzel and Bolstad were unavailable for a joint meeting on May 19, 2008 and suggested an alternate date of June 10, 2008.

Minutes Approval:

---MOTION--- Commissioner Bolstad moved to approve the minutes of the April 22, 2008 meeting. Commissioner Truitt seconded the motion. The motion carried.

Voucher Approvals:

---MOTION--- Commissioner Bolstad moved to approve the General Fund Vouchers numbered 11117 through 11147 in the amount of \$26,407.09 dated May 13, 2008. Commissioner Truitt seconded the motion. The motion carried.

---MOTION--- Commissioner Bolstad moved to approve the Pre-Issued General Fund Vouchers numbered 11112 through 11116 in the amount of \$4,912.96 dated April 30, 2008. Commissioner Truitt seconded the motion. The motion carried.

Administrative Approvals:

- **Design and Engineering Services for the Shoreline Improvements & Leavens Point Access Project**

A discussion took place regarding the scope of work and the contract amount of \$10,400.00.

---MOTION--- Commissioner Bolstad moved to give John McSherry approval to sign the contract with Flowing Solutions, subject to legal review, for “Design & Engineering Services for the Stevenson Shoreline Improvements & Leavens Point Access Project.” Commissioner Truitt seconded the motion. The motion carried.

- **Resolution 4-2008 Accepting the Completion of SDS Lumber Company’s contract for the “Cascade Avenue Floating Breakwater Installation”**

---MOTION--- Commissioner Bolstad moved to approve Resolution 4-2008 accepting the completion of SDS Lumber Company’s contract for the “Cascade Avenue Floating Breakwater Installation.” Commissioner Truitt seconded the motion. The motion carried.

- **Comment Letter on Draft EIS for Proposed Cascade Locks Casino**

John presented a memo and a letter to the Bureau of Indian Affairs that summarized issues in the Draft EIS affecting the mission of the Port of Skamania. The comment period ends on May 15, 2008. The letter is not an endorsement or rejection of the proposed project (the Casino in Cascade Locks). The main issues in the Port’s comment letter are: 1) Skamania County should be specifically listed as a preferential county in receiving expenditures from the Community Benefit Fund; 2) A Skamania County Trustee position should be created on the

Community Benefit Fund Board; 3) To preserve Skamania County's freight mobility and regional connectivity, the East Cascade Locks Interchange should remain open.

Commissioner Bolstad voiced concern about the adverse effects that closing the East Cascade Locks Interchange would have on Emergency Medical Services (EMS).

---MOTION--- Commissioner Bolstad moved to approve signing the letter of comment on the Draft Environmental Impact Statement (DEIS) for the Proposed Casino at Cascade Locks, Oregon. Commissioner Truitt seconded the motion. The motion carried.

Staff Reports:

- **Financial Report:** Presented by Port Auditor Monica Masco:

Monica presented a draft copy of the Annual Report for the Commissioners to review. It will be addressed at the next meeting.

Total revenue for March was \$67,600.64 and expenditures were \$52,329.05: Netting excess of revenue over expenditures in the amount of \$15,271.59; year to date net loss (expenditures over revenue) is -\$35,515.11.

- **Manager's Report:** Presented by Port Manager John McSherry:
 1. John will meet with Commissioner Truitt May 14, 2008 to discuss the County Commissioners meeting. John will also meet with Commissioner Bolstad at a later date to discuss the Evergreen Building in North Bonneville and possibly conduct a site visit.
 2. Pat Hood has shown John some preliminary designs for improvement to the Stevenson Landing Pier.
 3. John is working on putting up official Scenic Area signs on SR 14 and 1st Street in Stevenson directing traffic to the "Waterfront."
 4. The City of Stevenson will be patching the pavement on Cascade Avenue in the coming weeks.
 5. RCO (Recreation & Conservation Office—formerly IAC) is holding a 10% retainage on the final grant payment for the Cascade Avenue Boat Ramp Replacement Project pending a final inspection.
- **Facilities Report:** Presented by Karl Wilkie:
 1. The Cascade Avenue boat launch was heavily used by Tribal gillnet fisherman. There were reports from other boat launch users of nets taking up walking space on the docks.

2. MFG had a fire in a dumper located in their fenced outside storage yard early in the morning of May 5, 2008. The Stevenson fire department responded.
3. The Tichenor building's fire sprinkler system was inspected by United Fire, Health, and Safety. Several recommendations regarding compliance were made.
4. The Bridge of the Gods Kiteboarding event is scheduled for July 25, 26 and 27, 2008 at the East Point kite board launch area; Karl has been talking with the event coordinator.
5. The Brews Blues & BBQ event is scheduled for June 21, 2008; planning is continuing.
6. Commissioner Bolstad commented on the tour boats using the Stevenson Landing—Karl reported the cruise ship companies are on schedule, with the exception of the Queen of West, which is still being repaired following an engine room fire last April. The Columbia Queen is currently docking twice a week. John is working on getting a copy of the schedule of dockings up on our website.
7. The wood (cedar) on the floating docks at the Cascade Avenue boat launch has been stained with an all purpose preservative.

A discussion took place regarding boats tying up overnight to the floating transient docks at the Cascade Avenue boat ramp. The Port considers this “camping” and camping is not allowed on Port property. Commissioner Bolstad suggested installing mooring buoys for overnight tie-up.

Questions were raised about MFG's compliance to fire safety standards. The City of Stevenson's fire department Fire Marshall is communicating with MFG on this issue.

- **Attorney's Report:** Presented by Port Attorney Ken Woodrich:

See Executive Session.

Old Business:

- **Kent Vaughters (Crab Shack) Lease Amendment**

Kent has not signed the lease amendment developed to cure the Crab Shack's back rent. On May 1, 2008 the Crab Shack's lease rate increased by the annual CPI for the month March, a 4.2 percent increase. Kent felt that there is a current economic recession and the high cost of gas is keeping people from traveling and spending on eating out. He requested relief from the lease's CPI increase, keeping his monthly lease payments the same. This matter will be addressed at the next regular Port Commission meeting, May 27, 2008, pending a lease market rate comparison review. Ken Woodrich noted that leasehold taxes, as required by DOR, must be assessed according to *market* rates, regardless of the lease amount.

- **Port District Boundary Legal Description Update**

Ken and John met with Skamania County Auditor Mike Garvison, presenting the Port District legal description, map and findings developed by the professional surveying firm Klein & Associates. Several discrepancies were noted between how the County defines the Port District for taxing and voting purposes and how the description and map prepared by Klein & Associates defines the Port District based on historic legal records. Ken recommended that the Port of Skamania file a petition with the Skamania County Superior Court to resolve these differences. Mike Garvison agreed with this course of action.

New Business:

- **H&H Eco Systems/H&H New Metals**

Terry Horn's partner recently passed away leaving Terry to decide to close the business. H&H is located at the Evergreen Building in North Bonneville and they have been employing about three people as well as Terry and his wife and a few subcontractors.

Executive Session: Commissioner Teitzel called for an Executive Session at 6:25 p.m. for approximately ten (10) minutes ending at 6:35 p.m. under RCW 42.30.110 (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.

The Commission came out of Executive Session at 6:35 p.m.; no decisions were made.

H&H Eco Systems/H&H New Metals did not pay April rent and is late on May rent. If H&H wants to break its lease, the Port could immediately re-lease the building to a tenant in the Tichenor Building that desperately needs more space to expand and grow their business.

---MOTION--- *Commissioner Teitzel moved to give John McSherry approval to determine the date at which the Port could reduce H&H Eco Systems/H&H New Metals' monthly rent in consideration of potential environmental clean-up by H&H Eco Systems/H&H New Metals. Commissioner Truitt seconded the motion. The motion carried.*

Adjournment: The acting Chairman adjourned the meeting at 7:22 p.m.

Commissioner Teitzel left the meeting at 6:47 pm, Julie Mayfield left the meeting at 6:52 pm (Commissioner Bolstad acted as Chair and Tina Tarani took the minutes for the remainder); Commissioner Truitt left at 6:58 pm, Monica Masco left at 7:10 pm. Peggy Bryan, Scott Keillor, and Todd Chase left the meeting at approximately 5:25.

Next Meeting: The next regularly scheduled meeting of the Board of Port Commissioners will be Tuesday May 27, 2008 at 4:00 p.m. at the Port office conference room 40 SW Cascade Avenue, Suite 70, Stevenson, WA.

APPROVED BY:

Commissioner Judy Teitzel, President

Commissioner Tony Bolstad, Vice-President

Commissioner W.D. Truitt, Secretary

ATTEST:

Julie Mayfield, Administrative Assistant