

**Port of Skamania County**  
**Minutes of the Board of Commissioners**  
**September 19, 2023**

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

**Absent:** Commissioner Kingston

**Guests:** None

**Call to Order:** Commissioner Taylor called the meeting to order at 5:00 p.m.

**Public Comment:** No public comment

**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**

8-15-2023, Minutes

**2. Approval of Vouchers**

Pre-Issued Voucher Approval 08/18/2023 \$27,812.37

21828-21839(Checking)

Electronic Fund Transfers (EFT) 08/18/2023-01 thru 08/18/2023-04

21840-21861 (Checking)

Electronic Fund Transfers (EFT) 09/05/2023-01 thru 09/05/2023-50

General Fund Voucher Approval 09/20/2023 \$23,239.30

21862-21870(Checking)

Electronic Fund Transfers (EFT) 09/20/2023-01 thru 09/20/2023-04

Commissioner Broughton made a motion; Commissioner Taylor stepped down and 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:** No report

**Facilities Update:** Doug Bill noted pavers were installed in front of the Tichenor. Seasonal slowdown has arrived, and the visitor numbers have dropped off dramatically. There have been issues with transients on almost a daily occurrence. A rock retaining wall was created on the path to Leavens Point. The A/C unit for Clark & Lewie's was repaired so replacement is not necessary.

**Executive Director Report:** Pat Albaugh expanded on the transient issue indicating we are seeing a new embolden attitude. The Waterfront was very busy this summer and we can expect so in the future. There has been friction with recreational groups and parking. The Farmers Market season has been going well. He noted that ACL reached out to discuss their invoice for the second time. The EDC Pub Talk was well attended and several of the speakers did express their appreciation for the Port and their development.

**Finance Report:** Cindy Bradley presented the financial report. She noted that the Port Insurance is paid in August.

**Attorney's Report:** No report

**Business:**

**Department of Ecology Interagency Agreement**

Commissioner Broughton made a motion; Commissioner Taylor stepped down and seconded the motion to ratify the Department of Ecology Agreement as presented by Director Albaugh to conduct a supplemental soil and groundwater investigation. All voted in favor and the motion carried unanimously.

**Maul Foster Alongi (MFA) Change Order**

Commissioner Broughton made a motion; Commissioner Taylor stepped down and seconded the motion to approve the Maul Foster Alongi Change Order presented by Director Albaugh to provide services for the soil and groundwater investigation. All voted in favor and the motion carried unanimously.

**Grayling Engineering Agreement Amendment**

Commissioner Broughton made a motion; Commissioner Taylor stepped down and seconded the motion to ratify the Grayling Engineering Agreement Amendment as presented by Director Albaugh to provide engineering and project management to program, install and commission a new well pump. All voted in favor and the motion carried unanimously.

## Streamline Website Platform Subscription Agreement

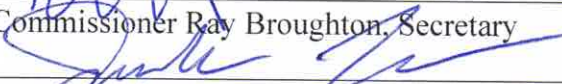
Commissioner Broughton made a motion; Commissioner Taylor stepped down and seconded the motion to approve to approve the Streamline Platform Subscription Agreement for the Port website as presented for the annual payment of \$1,440.00 plus a one-time buildout of \$1500.00. All voted in favor and the motion carried unanimously.


**Adjourned:** Meeting adjourned at 5:24 p.m.

**APPROVED BY:**

  
\_\_\_\_\_  
Commissioner Ray Broughton, Secretary (District 1)

ATTEST: \_\_\_\_\_  
Wanda Scharfe, Minutes Taker

  
\_\_\_\_\_  
Commissioner Jennifer Taylor, President (District 2)

  
\_\_\_\_\_  
Commissioner Todd Kingston, Vice President (District 3)