

**Port of Skamania County
Minutes of the
Board of Commissioners Meeting
September 26, 2006**

Call to Order: President Roger Whitaker called the meeting to order at 4:03 p.m.

Attendance: In attendance from the Port were Commissioner Roger Whitaker, Commissioner Dave Prosser, Port Attorney Ken Woodrich, Finance Manager Barbara Irving, Facilities Specialist Karl Wilkie, and Accounting Tech. Tina Tarani. Commissioner Judy Teitzel and Port Manager John McSherry were not in attendance.

Public Comment: Commissioner Whitaker opened the meeting to public comment until 4:33 p.m. There were no public in attendance.

Meetings and Seminars: Commissioner Prosser attended a seminar regarding the **Broeughton Mill** with the following highlights:

- Working towards developing of the property into a retreat:
 1. With a possible restaurant
 2. Thirty percent housing
 3. The rest vacation rentals

Minute Approval: Minutes from the regular Port meetings of August 22, 2006 and September 12, 2006 were both tabled until the October 10, 2006 regular Port meeting when Commissioner Teitzel is in attendance; as she was the second Commissioner present at both meetings.

Voucher Approvals: A brief discussion took place about the **Rehfeldt Construction Inc.** voucher/warrant being paid. It was decided by the Commission that since the project for **Tichenor Suite #70** was not finished, the retainage amount of \$2,000.00 was not enough for the amount of work that still needed to be completed; and the warrant amount will be changed from \$35,810.16 to \$28,000.00 thereby making the amount held back \$7,810.16 from the payment instead of \$2,000.00.

A short break was taken while Accounting Tech. Tina Tarani changed the voucher and warrant amounts.

Commissioner Prosser made a motion to approve General Fund Vouchers Numbered 17050 through 17067 in the amount of \$34,905.52 dated September 26, 2006. Commissioner Whitaker stepped down and seconded the motion. The motion passed.

Commissioner Prosser made a motion to approve Pre-Issued General Fund Vouchers Numbered 17040 through 17049 in the amount of \$10,073.70 dated September 20, 2006. Commissioner Whitaker stepped down and seconded the motion. The motion passed.

Administrative Approvals: Commissioner Prosser made a motion to approve **Resolution 05-2006 Accepting the completion of Rehfeldt Construction Inc. contract for the Suite 45 Modification Project.** Commissioner Whitaker stepped down and seconded the motion. The motion passed.

Staff Reports:

- **Financial/Budget Report:** Presented by Finance Manager Barbara Irving:

August 2006 Financial Report Summary:

August 31, 2006 Cash Balance is \$1,223,838.29. August bottom line is +\$34,503.32, and the year to date net is +\$157,599.89.

Barbara informed the Commission that a Port staff 2007 budget meeting is scheduled for Friday September 29, 2006, and soon after that a Budget workshop with the Commissioners will need to be scheduled.

- **Facilities Specialist Report:** Presented by Facilities Specialist Karl Wilkie:
 1. **Stevenson Landing:** The new bollard has been installed at Stevenson Landing.
 2. **Parking:** The waterfront parking is graded and the curb blocks are installed. The Port has followed the specifications in the City Use of Right of Way Permit, Exhibit B.
 3. **Fire Systems:** Karl noted the fire system at the Tichenor building does not currently have bollards protecting it, these have already been ordered and received and will be installed. Port tenant **Molded Fiber Glass Companies/NW** has stated they will paint a pathway to the fire system.
 4. **Wells:** All the wells were tested today and there was a road traffic crew out there this time, that was brought in with the well testing crew, directing traffic with one lane being blocked.
 5. **Boat Launch Docks:** With fishing season being over this Friday September 29, facilities should be able to remove the docks the following week.
 6. **Grounds:** Facilities has been doing maintenance on the grounds.
 7. **Tichenor Suite #70:** Facilities has started moving the furniture and equipment for the Port offices.
 8. **Parcel II:** Parcel II in **North Bonneville, WA** is moving along with the soil removal/grading being done.
 9. **Molded Fiber Glass Companies/NW paving:** Karl stated the paving project for MFG will be done next spring.
 10. **Slingshot Sports:** Karl stated he has recently talked with Slingshot Sports about the dog issues/concerns with dogs at the Tichenor building, and stated Slingshot Sports is aware of the city ordinances.

Old Business: Port Attorney Ken Woodrich stated he is not pleased with having to drive around the **Molded Fiber Glass Companies/NW** pallets that are stacked in the Tichenor parking lot.

New Business: None.

Other Business: It was decided that the Port Commissioners will be signed up for the hearing tests given at the **Skamania County** building along with Port staff.

Executive Session: None.

Adjournment: The Chairperson adjourned the meeting at 4:45 p.m.

Next Meeting: The next regularly scheduled meeting of the Board of Port Commissioners will be, Tuesday October 10, 2006 at 4:00 p.m. A Workshop will be held Wednesday October 11, 2006 at 12:00 p.m.

APPROVED BY:

Commissioner Roger Whitaker

Commissioner Dave Prosser

Commissioner Judy Teitzel

ATTEST:

Tina Tarani, Accounting Tech.