

**Port of Skamania County
Minutes of the
Board of Commissioners Regular Meeting
September 9, 2008**

Call to Order: President Teitzel called the meeting to order at 4:04 p.m. with public comment open until 4:34 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, Facilities Specialist Karl Wilkie, Accounting Tech. Tina Tarani, Auditor Monica Masco, and Administrative Assistant Julie Mayfield. Guest: Erica Jessel.

Public Comment: Erica Jessel, representing a windsurfing user group at Bob's Beach, expressed the group's appreciation to the Port for the beautiful and well maintained parks and grounds. Her main concern is fishing nets in the waters where the windsurfers enter and exit the river, citing a surfer's recent experience there getting his leg tangled in a net, and she cited nets not being attached to buoys. It was explained to her that tribal fish nets in the river are not under Port jurisdiction and she was given the phone number of the local tribal agency to call. She also mentioned the need for a gazebo/BBQ facility at Teo Park.

Public comment was closed at 4:34 pm.

Meetings and Seminars:

- **Chamber Board Meeting:** John attended.
- **Tour of Wind River Nursery/Business Park:** Karl, John, and Tina toured this site along with Scott Pineo, of Skamania County, and Peggy Bryan, of the EDC.
- **Silver Star Cabinets Company Picnic:** John and Julie stopped in for the tail end of this picnic in North Bonneville at the city gazebo.
- **Wind River Nursery/Business Park:** John, Peggy, and Commissioner Truitt met to discuss this site.
- **Wind River Nursery/Business Park:** Peggy Bryan, Scott Pineo, and John McSherry met to discuss this site.

Minutes Approval:

---MOTION--- Commissioner Truitt moved to approve the August 26, 2008 Regular Meeting Minutes. Commissioner Teitzel stepped down and seconded the motion. The motion carried.

Vouchers Approval:

---MOTION--- Commissioner Truitt moved to amend the Approved Pre-Issued General Fund Vouchers of August 20, 2008, numbered 11342 through 11350 in the amount of \$4,966.42, dated September 9, 2008. Commissioner Bolstad seconded the motion. The motion carried.

---MOTION--- Commissioner Bolstad moved to approve the Pre-Issued General Fund Vouchers numbered 11371 through 11379 in the amount of \$4,860.60, dated September 3, 2008. Commissioner Truitt seconded the motion. The motion carried.

---MOTION--- Commissioner Bolstad moved to approve the General Fund Vouchers numbered 11380 through 11400 in the amount of \$21,585.61, dated September 9, 2008. Commissioner Truitt seconded the motion. The motion carried.

Administrative Approvals:

---MOTION--- Commissioner Truitt moved to direct John McSherry to pursue interlocal Agreement between the Port and Skamania County to manage the Wind River Business Park. Commissioner Bolstad seconded the motion. The motion carried.

Staff Reports:

- **Manager's Report:** Presented by Manager John McSherry—See Old Business.
- **Attorney's Report:** Presented by Port Attorney Ken Woodrich:

Ken presented a draft press release for the **Port District Boundary and Map Adjustments**, announcing the boundary adjustment and the public meeting for discussion. The Commission and Staff gave him comments and he will continue drafting the press release.

Ken and John met with the City of Stevenson's Planning Director Ben Shumaker. The City has redrafted the Critical Areas Ordinance, including some of the language recommended by the Port. John and Ken will review the document in detail. Ken pointed out that there are only 10 counties in Washington that are exempt from GMA planning requirements, Skamania County included. He warned that this could change in the future and it would benefit these counties to start planning for this.

- **Facilities Report:** Presented by Facilities Specialist Karl Wilkie:
 1. Cleanup at the Evergreen Building continues including replacing the carpet in the office areas, painting and making repairs to the insulation in

preparation for the new tenants (Silver Star Cabinets with Ecowork subletting).

2. Karl and Julie continued work on the Safety Policy, adding sections dealing with boating, janitorial, etc. The final draft is ready for review.
3. Karl has been preparing for the budget meetings by taking an inventory of maintenance issues at each facility.
4. The Port purchased an outboard motor for the boat so that it can be used to *maneuver* around the pier and boat launch areas for maintenance.
5. Karl fixed a drain at MFG.
6. Karl replaced rotted wood around the front window on the Old Saloon building.

Commissioner Truitt commended Karl on his work on the grounds and parks.

Old Business:

- **Update Discovery “II” Building:** The CERB Funding Application Meeting is September 18, 2008, at SeaTac. John will attend along with Peggy Bryan and Jeff Logosz of Slingshot Sports.
- **Marketing:** John will meet on September 17, 2008 with the Columbia River Research Lab currently located in the Mill A/Willard area. They have outgrown their facility and are looking for a location to expand.
- **Labor Area Summary:** July 2008 employment figures and unemployment rates for Washington State and its counties were released on Tuesday, August 12, 2008. Don Meseck, who recently replaced State Regional Economist Scott Bailey, tracks statistics for Klickitat and Skamania County. John reviewed the report with the Commission.
- **Evergreen Building:** There are still a few items to be addressed by outgoing tenant H&H EcoSystems/H&H New Metals. The lease with new tenant **Silver Star Cabinets** will be finalized/signed this week.
- **Updated Safety Policy:** John passed around the final draft update of the Safety Policy. The Commissioners will provide comments at the next meeting. Tabs and Appendices were suggested. The next Safety Meeting will be in October.

New Business: Wind River Business Park

John presented a slide show of the Wind River Business Park developed by the consulting firm Portico in 2005. He also presented a handout that included all the buildings at the site, current leasing information, building maintenance issues, and utility issues. In order to ensure the Port's ability to effectively take over management of this site, delineation of management details needs to be made clear in an interlocal agreement between the County and the Port, such as defining “ordinary maintenance,” and establishment of a fund for major maintenance/capital improvement projects. The Commission queried staff members on their opinions of the project and what resources they felt would be required to take on this project. All agreed an additional Facilities staff person would be required—a possible

scenario may be a job share with a County employee. There was an extended discussion of this project. It will need to be included in the upcoming budgeting process.

Executive Session: None.

Erica Jessel left the meeting at 4:27; Monica Masco left around 6 pm; Ken Woodrich left at 6:38 pm.

Adjournment: The Chairperson adjourned the meeting at 8:05 pm.

Next Meeting: The next regularly scheduled meeting of the Board of Port Commissioners will be **Monday**, September 22, 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