

-- DRAFT for Approval --

**Port of Skamania County
Minutes of the
Board of Commissioners Regular Meeting
November 12, 2008**

Call to Order: President Teitzel called the meeting to order at 4:08 pm with public comment open until 4:38 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.

Public Comment: None; public comment was closed at 4:38 pm.

A general discussion took place covering topics such as: tenant relocations, budget questions, upgrading the waterfront land on newly purchased 212 SW Cascade Ave property, tax levy, leasehold tax rate review, move-in dates for the as yet unconstructed Discovery "II" Building, and Port District boundary (press release to be sent out before end of year); John McSherry will be on vacation from November 26 through December 4.

Meetings and Seminars:

- **Small Business Show Case:** Commissioner Teitzel, Commissioner Truitt, Julie Mayfield, and John McSherry attended this gathering of small businesses from Skamania County organized by the Skamania County Chamber of Commerce.
- **Wind Works Representative:** Julie Mayfield and Monica Masco met at the Port office with David Stearns of Wind Works NW to discuss alternative energy generation in Skamania County.
- **WPPA Small Ports Conference:** Tina Tarani and Julie Mayfield attended this conference October 23-24 in Leavenworth. Tina also attended the BARS Seminar the 22nd in Leavenworth.

Minutes Approval:

---MOTION--- Commissioner Truitt moved to approve the October 28, 2008 Regular Meeting Minutes. Commissioner Bolstad seconded the motion. The motion carried.

---MOTION--- Commissioner Bolstad moved to approve the October 28, 2008 Budget Work Shop Meeting Minutes. Commissioner Truitt seconded the motion. The motion carried.

Vouchers Approval:

---MOTION--- *Commissioner Bolstad moved to approve the Pre-issued General Fund Vouchers numbered 11502 through 11510 in the amount of \$4,833.65, dated November 12, 2008. Commissioner Truitt seconded the motion. The motion carried.*

---MOTION--- *Commissioner Truitt moved to approve the General Fund Vouchers numbered 11511 through 11535 in the amount of \$33,962.30, dated November 12, 2008. Commissioner Bolstad seconded the motion. The motion carried.*

Administrative Approvals:

---MOTION--- *Commissioner Truitt moved to give authority to John McSherry to sign a contract with SDS Lumber for the emergency removal and transportation of the damaged wavebreak to the manufacturer in Washougal, WA. Commissioner Bolstad seconded the motion. The motion carried.*

---MOTION--- *Commissioner Truitt moved to give authority to John McSherry for representing the Port at Skamania County Zoning meetings supporting wind power. Commissioner Bolstad seconded the motion. The motion carried.*

Staff Reports:

- **Manager's Report:** Presented by Manager John McSherry:
 1. *Wind River Business Park:* John continues to work with Peggy Bryan and Scott Pineo. Seasonal colds are causing many local administrators to be off work recently.
 2. *Discovery II Building:* A contract for the sites geotechnical investigation—budgeted at \$7,000—is being negotiated with a firm selected from the Port Professional Services List. The Commission members expressed they are looking forward to the construction of this building progressing.
 3. *Wavebreak at the Boat Launch:* SDS Lumber will be contracted with on an emergency basis to remove the damaged wavebreak and transport it to Ferguson Industrial Plastics (the manufacturer) to be repaired.
 4. *212 SW Cascade Avenue Purchase Loan:* John and Monica went over two options for loan funding on this property: a bank loan versus the State of Washington's Local Option Capital Asset Lending Program (LOCAL)—a state bond program. They will provide a recommendation on loan strategy to the Commission at the next meeting.
- **Attorney's Report:** postponed until next meeting.

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- **Facilities Report:** postponed until next meeting.

Old Business: See Manager's Report.

New Business:

- **CPR Training.** The Port Staff and any commissioners interested will participate in a CPR training class Wednesday, December 17, 2008, from 9 am to 4 pm.
- **Port Holiday Party.** December 16 at noon was chosen for the date and time of our holiday party. The regular Commissioner Meeting will follow at 4 pm, rescheduled from December 9 (two commissioners are unavailable then). The final schedule for December's meetings will discussed at the next meeting.
- **Wind Power.** There was a discussion about alternative energy and how wind power is suitable for the Gorge. The consensus of the Commission and Port Manager is to generally support for alternative energy sources including wind.

Executive Session: Commissioner Teitzel called for an Executive Session at 5:45 pm to 5:50 pm for 10 minutes per 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 5:50 pm; no decisions were made.

Monica Masco left the meeting at 4:56 pm.

Adjournment: The Chairperson adjourned the meeting at 5:53 pm.

Next Meeting: The next regularly scheduled meeting of the Board of Port Commissioners will be Tuesday, **November 25**, 2008 at 4:00 p.m. at the Port office conference room 40 SW Cascade Avenue, Suite 70, Stevenson, Washington. The December meeting is moved from December 9 to **December 16**, with a holiday party starting at noon, and the regular meeting following at 4:00 pm.

APPROVED BY:

Commissioner Judy Teitzel, President

Commissioner Tony Bolstad, Vice-President

Commissioner W.D. Truitt, Secretary

ATTEST:

Julie Mayfield, Administrative Assistant