

Port of Skamania County

Minutes of Board of Commissioners September 17th, 2024 Regular Meeting

In Attendance: Commissioner Taylor, Commissioner Broughton, Commissioner Kingston, Director – Pat Albaugh, Finance Manager – Cindy Bradly (via zoom), Facilities Manager – Doug Bill, Auditor – Monica Masco, Port Attorney- Seth Woolson (via Zoom)

Guests: None

Call to Order: Commissioner Kingston called the meeting to order at 5 pm.

Public Comment: None

Changes to the Agenda: None

Consent Agenda: The following items were presented for Commissioners' approval. *(Consent agenda are intended to be passed by a single motion to approve all listed actions.)*

1. Approval of the Minutes
 - August 20, 2024 Minutes

2. Approval of Pre-Issued General Fund Vouchers **\$ 17,944/22**
22274 – 22275 (Checking)
Electronic Fund Transfers (EFT) 09/05/2024-01 thru 09/05/2024-05

- Approval of Pre-Issued General Fund Vouchers **\$42,325.09**
22276 – 22300 (Checking)

- Approval of General Fund Vouchers **\$17,417.69**
22301 – 22309 (Checking)
Electronic Fund Transfers (EFT) 09/20/2024-01 thru 09/20/2024-04

--MOTION--Commissioner Taylor made a motion; Commissioner Broughton seconded the motion to approve consent agenda items 1 through 2 as presented. The motion passed unanimously.

Commissioner & Staff Reports

Attorney's Report: Nothing to report.

Finance Manager's Report: Cindy presented the financials. There were no questions.

Facilities Update: Facilities manager provided an update on ongoing building maintenance.

Commission Update: Commissioner Broughton reported his pleasure with the performance of Washington Investment fund, compared to counterparts. Commissioner Taylor and Kingston had nothing to report.

Manager's Report: Executive Director, Pat Albaugh, spoke about the ongoing project, EV charging station. Stated that progress is being made. He informed the Board that Wilder and Pine was for sale and noted that the Port holds no interest in owning. The director updated the board on the Stabler well project. He updated that the wells would need to be pulled and reconfigured and the county will be reimbursing the Port for the costs. The Director discussed that the Port would be Announcing the RFP's for the Beacon Rock Golf Course.

New Business & Administrative Approvals

3. Discussion / Action – EDC Professional Services Contract 2025

Executive Director, Pat Albaugh presented the EDC 2025 contract

--Motion—Commissioner Taylor made a motion; Commissioner Broughton seconded the motion to approve EDC Professional Services Contract 2025 The motion passed unanimously.

4. Discussion/Action – Ratify United Path Ministries Lease

Executive Director, Pat Albaugh presented the lease.

--Motion—Commissioner Taylor made a motion; Commissioner Broughton seconded the motion to approve-- To ratify the Ratify United Path Ministries Lease as presented. The commission acknowledges the security deposit is less than the 1- year statutory deposit. The motion passed unanimously.

5. Discussion / Action – Tichenor- Suite 60-C People for People

Executive Director, Pat Albaugh presented the lease.

--Motion—Commissioner Taylor made a motion; Commissioner Broughton seconded the motion to approve the People for People lease as presented. The Commission Acknowledges the security deposit is less than the 1-year statutory deposit. The motion passed unanimously.

6. Discussion / Action – Ratify Nota Bene LLC lease

Executive Director, Pat Albaugh presented the month-to-month lease.

--Motion—Commissioner Taylor made a motion; Commissioner Broughton seconded the motion to approve the Nota Bene, LLC lease as presented. The Commission Acknowledges the security deposit is less than the 1-year statutory deposit. The motion passed unanimously.

7. Discussion / Action – American Cruise Lines Agreement

Executive Director Pat Albaugh discussed a potential upcoming proposal.

8. Executive Session RCW 42.30.110 (1)(c) – to consider the minimum price at which real estate will be offered for sale or lease when public knowledge regarding such consideration would cause a likelihood of decreased price.

Executive Director, Pat Albaugh, Port Attorney, Seth Woolson and the Board of Commissioners called for an Executive Session at 5:15pm for 5 minutes to discuss the potential sale of Port Property. At 5:20, Commissioner Kingston declared the Executive Session ended. No action taken.

9. Potential Discussion / Action – Sale of Port Property

--MOTION—Commissioner Taylor made a motion, Commissioner Broughton second it. To authorize the Executive Director, Pat Albaugh and Port Attorney, Seth Woolson, to negotiate, and if terms agreeable to the Executive Director and Port Attorney are reached, execute the sale of Port property in North Bonneville at 505 Evergreen Drive, for no less than [amount to be determined by Commission in Executive session].

Adjournment: Commissioner Kingston adjourned the meeting at 5: 28pm

APPROVED BY:

Commissioner Ray Broughton, Secretary (District 1)

Commissioner Jennifer Taylor, Vice-President (District 2)

Commissioner Todd Kingston, President (District 3)

ATTEST: _____
Annette Sabourin, Minute Taker