

**Port of Skamania County
Minutes of the
Board of Commissioners Meeting
June 8, 2004**

Call to Order: Commissioner Dave Prosser called the meeting to order at 4:00 p.m.

Attendance: In attendance from the Port were Commissioner Dave Prosser, Commissioner Doug McKenzie, Commissioner Judy Teitzel, Business and Project Development Manager John McSherry, Facilities & Operations Manager Keith Chamberlain, Port Attorney Ken Woodrich. Members of the public in attendance were Tom Vance of Skamania County PUD and Andy Lexow of Crossroads Behavioral Health. Deana was attending a Grant Management Class in Kelso.

Public Comment: Commissioner Dave Prosser opened public comment from 4:00 to 4:30 p.m.

Tom Vance of the Skamania County PUD came to give the Port an update on their standing in the Carson Water System. The PUD has had a conversation with the Department of Ecology. The PUD is interested in the water rights but there is a hurdle. The water system is a class B system because of that it is next to impossible to transfer. There is also a lot of work that needs to be done to the system and the impacts to the people currently on it. The PUD is still interested as long as (1) there is no money involved (2) the existing people feel comfortable with the change and (3) the water system needs to be a class A. Keith will be meeting with Tom or Bob and move forward.

Keith asked the Commissioners what they would like to do with Suite #40, 5000 sq ft of space, if they would like to continue to market as a hole of look into splitting it. John and Keith informed the Commissioners there would be some cost in splitting the suite.

Commissioner Judy Teitzel asked Keith if Crossroads was paying any money for the conference room use, Keith said he really did not know for sure if they had. John thinks they paid up front.

Commissioner Doug McKenzie said he does not mind if they become a tenant and wanted to know what they would pay and what it would take to make the office work next door. Keith does not have any problems working with Crossroads. The Commissioners feels Crossroads needs to come give a presentation to them before they decide.

Crossroads are very interested in renting they are part of the Criminal Justice Grant in conjunction with Clark County. They currently bought the business from Dr. McCollum a year ago. They are outgrowing the space they are currently in and that is why they use the conference room here at the Port for their family counseling night on Wednesdays. The Commissioner told them they would consider their offer and would get back to them.

Minute Approval: Commissioner Judy Teitzel made a motion to approve the minutes of the May 24, 2004 meeting. Commissioner Doug McKenzie seconded the motion. The motion passed.

Vouchers: Commissioner Doug McKenzie made a motion to approve Pre-Issued General Fund Vouchers Numbered 15126 through 15132 in the amount of \$5,013.37. Commissioner Judy Teitzel seconded the motion. The motion passed.

Commissioner Judy Teitzel had a comment on the Beacon Rock Golf Course Voucher. The voucher is to pay for a round of golf that was handed out for marketing by Anita in 2003. Commissioner Judy Teitzel feels we should not be handing out any more.

Commissioner Doug McKenzie made a motion to approve General Fund Vouchers Numbered 15133 through 15151 in the amount of \$11,110.52. Commissioner Judy Teitzel seconded the motion. The motion passed.

The Commissioners are only interested in paying mileage to and from a conference and or class.

Attorneys Report: Ken will be discussing his report in Executive Session.

Facilities & Operations Manager: Keith reported he interviewed a few people for the summer position, and he did decide on someone. Keith feels he will do well for the Port for the summer.

Keith reported on the Columbia Queen and let the Commissioners know they would be back on the water March 2005.

Keith reported on the progress at the Beacon Rock Golf Course Roof, and they hoped to be finished up by Friday. His people he hired gave there two weeks notice and will be gone on Friday.

Keith made calls to the County regarding participating in their Harassment Classes that they have, they informed him to call Job Security they are the ones who hold the classes.

Keith reported the excavation contract is out he will be meeting with contractors today. Hope to bring someone on next week and the actual project to start the following week. Keith would like to bring someone on to manage the project if he cannot find someone he will continue to work and hire subs.

Judy brought up the travel policy and wanted to know if the Commissioners were interested in Deana using a rental car or just paying her mileage. The Commissioners agreed to just pay mileage.

Business and Project Development Report: Week before last John, Judy and Keith met with USDA and took them to see Parcel 2 so he could give them a visual of what we are wanting to do with the Heukers and the site. John prepared a proposal and they are taking a look at it. They seemed very positive on the out come. Commissioner Dave Prosser asked John if we do get to do this with the property would we be able to use the money as a match to another grant.

John has been working with Keith on the sale and the information on the Carson Water System. John found an old file and the water system was purchased with two grants a CERB loan and and EDA grant. He does not see any problem with the CERB loan but feels we may have the same problem with the EDA as we do with the USDA grant.

John spent some time looking into the Marketing Grant Contract has done some billings and the Forest Service people are upset about changing the scope of work. They give you the money to

build capacity to market, to finish the contract he needs to produce a brochure. The Commissioners told him to finish out the contract.

John met with the people who are interested in putting a windmill on the Parcel 2 property. They would like to put numerous windmills and John told them how about one and the rest on the Corp property.

John continues to work on a grant for the Landsburg property.

John, Keith and Deana recommend to the Commissioners we use some of the money in the budget to sign and support the local EDC. Commissioners McKenzie struggles a little bit doing this if it was not budgeted for in 2004 spending that money.

John received the contract for phase one of the Fort Cascade Business Park, his name is on it to sign and he would like the approval from the Commission to sign.

Commissioner Doug McKenzie made a motion to allow John to sign the contract. Commission Judy Teitzel seconded the motion. The motion passed.

Finance & Administrative Report: Deana did not attend the meeting tonight she was attending a Grant Management Class in Kelso.

Executive Session: The Commissioners the Attorney and staff went into Executive Session at 5:45 for approximately 10 minutes to discuss property on the Executive Session Checklist.

The Commissioners the Attorney and staff came out of session at 5:58 pm with no decisions made.

Back into Regular Session

The Commissioners the Attorney and staff went into Executive Session at 5:59 for approximately 10 minutes to discuss property on the Executive Session Checklist.

The Commissioners the Attorney and staff came out of session at 6:09 pm with no decisions made

Back into Regular Session

The Commissioners the Attorney and staff went into Executive Session at 6:10 for approximately 10 minutes to discuss legal council representing the agency on the Executive Session Checklist.

The Commissioners the Attorney and staff came out of session at 6:18 pm with no decisions made

Back into Regular Session

Adjournment: The meeting adjourned at 6:20 pm.

Next Meeting: The next scheduled meeting of the Board of Port Commissioners will be Tuesday, July 13, at 4:00pm.

Port of Skamania County
Board of Commissioners
June 8, 2004

APPROVED BY:

Commissioner Doug McKenzie

Commissioner Judy Teitzel

Commissioner Dave Prosser

ATTEST:

Deana Midland, Financial & Administrative Manager