Port of Skamania County
Minutes of the
Board of Commissioners Meeting
January 6, 2005

Call to Order: Vice-President Teitzel called the meeting to order at 3:10 p.m.

Attendance: In attendance from the Port were Commissioner Doug McKenzie, Commissioner Judy Teitzel, Finance Manager Barbara Irving, Business and Project Manager John McSherry, Facilities Specialist Keith Chamberlain, Port Attorney Ken Woodrich, Accounting Tech Tina Tarani, and Maintenance Tech Karl Wilkie.

Public Comment: Commissioner Teitzel opened public comment from 3:00 to 3:30 pm. There were no members of the public in attendance.

Minute Approval: Minutes of the December 21, 2004 meeting will be approved at next meeting.

Vouchers: Commissioner McKenzie made a motion to approve General Fund Pre-Issued Voucher Numbered 15622 in the amount of $1,500.00. Commissioner Teitzel seconded the motion. The motion passed.

Commissioner Teitzel made a motion to approve General Fund Vouchers Numbered 15623 through 15648 in the amount of $25,163.23.
Commissioner McKenzie seconded the motion. The motion passed.

Commissioner McKenzie made a motion to approve Pre-Issued General Fund Vouchers Numbered 15613 through 15621 in the amount of $7,307.82. Commissioner Teitzel seconded the motion. The motion passed.

Commissioner Doug McKenzie opened the floor for nominations for officers of the Board. The Board agreed to continue with the historic rotation of officer positions. Commissioner Teitzel of District 3 will assume the position of President, Commissioner McKenzie of District 1 will assume the position of Vice President, Commissioner Prosser of District 2 will assume the position of Secretary. A vote was taken on this agreement and passed unanimously.

Business and Project Development Report: John gave the Commissioners an update on the Boat Launch Project. The water draw down by the Corps of Engineers ends today (in water work has been finished).

John informed the Commission that an engineer is needed to finish the Boat Launch Project, and that Flowing Solutions, LLC. (Andy) will do the job for $6,000.00. Discussion. Motion by Commissioner McKenzie to authorize John McSherry to enter into an agreement for engineering services for the Boat Launch Project in the amount of

$6,000.00. Commissioner Teitzel stepped down and seconded the motion. Motion passed.

Scott Mathany (Carson) has expressed a lease/purchase interest in the Wind River Building. Commission asked John to work with Attorney Woodrich to pursue this matter.

No progress in the negotiations on the property in North Bonneville that Chris Heuker is interested in.

Facilities Specialist Report: Keith reported that Parks and Rec are having a dance Saturday night at the Wind River Building.

Sent check for $1,500.00 to tenant at 126 Cascade Ave. rental for relocation costs as per Attorney Woodrich. Tenant will vacate premises by January 31, 2005. No rent will be paid for December or January as per agreement.

Carpet installation in MFG's building will be completed by Friday, January 21, 2005.

Port staff had their first Safety Meeting today (Jan. 6th). There will be one scheduled once every month. The draft Safety Policy was reviewed. A Resolution adopting the new Safety Policy will be ready for the next meeting.

Commissioner Dave Prosser came in at 3:40 p.m.

Finance Manager's Report: Resolution No. 1-2005. Motion by Commissioner McKenzie, seconded by Commissioner Teitzel to approve Resolution 1-2005, changing the method of computing vacation and sick leave accruals (copy attached). Motion passed. The Personnel Policy will reflect these changes to #303 vacation and #307 sick leave as of January 6th effective date.

We have a new employee, Tina Tarani, who has filled the Accounting Tech position.

Karl Wilkie left the meeting at 4:00 p.m.

Attorneys Report: Ken Woodrich asked for a 5 minute executive session.

Executive Session: Executive Session was called at 4:00 pm for approximately 5 minutes, to discuss legal issues. Please see attached Executive Session Checklist Form.

The Executive Session ended at 4:05 pm with no decisions having been made.

Back into Public Session: Regular session resumed at 4:05 pm.

Adjournment: The meeting adjourned at 4:15 pm.

Next Meeting: The next regularly scheduled meeting of the Board of Port Commissioners will be Tuesday, January 25, at 4:00pm.

APPROVED BY:

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Commissioner Doug McKenzie

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Commissioner Judy Teitzel

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Commissioner Dave Prosser

ATTEST:

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Barbara J. Irving, Finance Manager