Port of Skamania County
Minutes of the
Board of Commissioners Meeting
December 28, 2005

Call to Order: President Teitzel called the meeting to order at 12:00 p.m.

Attendance: In attendance from the Port were Commissioner Judy Teitzel, Commissioner Dave Prosser, Commissioner Doug McKenzie, Port Attorney Ken Woodrich, Business Development Manager John McSherry, Facilities Tech. Karl Wilkie, Finance Manager Barbara Irving, and Accounting Tech. Tina Tarani. Facilities & Operations Manager Keith Chamberlain was not in attendance due to an excused absence.

Public Comment: Commissioner Teitzel opened the meeting to public comment at 12:00 p.m. to 12:30 p.m. There were no public present.

Meetings and Seminars:

- Business and Development Manager John McSherry attended a meeting with **Maria Cantwell** in attendance.
- Port Commissioner Judy Teitzel and John McSherry attended the **Community Action Team Meeting**.

Minute Approval: Commissioner Doug McKenzie made a motion to approve the minutes of the December 13, 2005 regular scheduled meeting. Commissioner Dave Prosser seconded the motion. The motion passed.

Vouchers: Commissioner Doug McKenzie made a motion to approve General Fund Vouchers Numbered 16427 through 16442 in the amount of $9,894.78 dated September 28, 2005. Commissioner Dave Prosser seconded the motion. The motion passed.

Commissioner Doug McKenzie made a motion to approve General Fund Vouchers Numbered 16443 through 16452 in the amount of $7,708.37 dated September 28, 2005. Commissioner Dave Prosser seconded the motion. The motion passed.

Administrative Approvals: None.

Old Business: Business Development Manager John McSherry updated his work progress on the **Job Development Grant Project** in reference to **Parcel II in North Bonneville** and **Molded Fiberglass Companies/NW's** interest to relocate out to that parcel.

The grant would cover the infrastructure and **MFG** would build the building. **MFG** plans on a three to four million dollar range for this proposed building. The application for the grant will be due April 6, 2006 (correct date is April 3, 2006) and the Port would need a commitment from **MFG** by that date; then the **CERB Board** will meet in June 2006 (to correct and clarify: **CERB Board** will meet anytime between May 18 & July 20, 2006). The grant covers one-third of the total costs covered; the compacting and utilities coming in with the grant.

Dave Denny of **Molded Fiberglass Companies/NW** will be in Stevenson on January 12, 2006 and would like to meet with Commissioner Dave Prosser.

The Commission stated the Port needs to do an actual **Waterfront Plan**.

John is working on the **floating wave-break**; it is in its final design. The anchor system design is done it just needs to be ordered and installed.

Finance Manager Barbara Irving updated the Commission on the results of her **employee health benefits** research and the different policies and companies listed in the quotes received, with our current health insurance currently remaining the best option at this time due to the low premium increases from **Washington Health Care Authority** charged for 2006 and better benefits to the employees.

Per Facilities & Operations Manager Keith Chamberlains request, Barbara reported to the Commission the letter going out to **Molder Fiberglass Companies/NW** will be finalized by Keith and Barbara Thursday morning December 29, 2005, and then will be ready to submit to Port Attorney Ken Woodrich.

In addition to Keith's report, the paperwork regarding publishing for the **Tichenor Expansion** is expected to go out Monday January 2, 2006 (will actually be Tuesday since Monday is a holiday).

Barbara inquired of Commissioner Judy Teitzel clarification on the financial reports being submitted in binders or folders to the Commissioners. Judy confirmed folders.

New Business: Finance Manager Barbara Irving informed Commissioner Judy Teitzel that someone from **Skamania County** will be at the next Port meeting to **swear her in for her new term as Port Commissioner**. (This will be the January 10, 2006 Regular Meeting).

Other Business: None.

Port Attorney Ken Woodrich requested an executive session.

Executive Session: Commissioner Judy Teitzel called for an Executive Session at 1:23 p.m. for approximately two (2) minutes ending at 1:25 p.m. under RCW 42.30.110 (i).

The Commission came out of Executive Session at 1:25 p.m. with no decision being made.

The Commission recommended for legal council to carry on.

Adjournment: The Chairperson adjourned the meeting at 1:25 p.m.

Next Meeting: The next regularly scheduled meeting of the Board of Port Commissioners will be, Tuesday, January 10, 2006 at 4:00 p.m.

APPROVED BY: ______________________________
Commissioner Doug McKenzie

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Commissioner Judy Teitzel

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Commissioner Dave Prosser

ATTEST:

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Tina Tarani, Accounting Tech