

Port of Skamania County

Minutes of Board of Commissioners October 15th, 2024 Regular Meeting

In Attendance: Commissioner Taylor, Commissioner Broughton, Commissioner Kingston, Director – Pat Albaugh, Finance Manager – Cindy Bradly, 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
 - September 17th, 2024 Minutes

2. Approval of Pre-Issued General Fund Vouchers **\$18,162.70**
22310 – 22311 (Checking)
Electronic Fund Transfers (EFT) 10/04/2024-01 thru 10/04/2024-05

- Approval of Pre-Issued General Fund Vouchers **\$31,442.52**
22312 – 22328 (Checking)

- Approval of General Fund Vouchers **\$37,857.84**
22329-22341(Checking)
Electronic Fund Transfers (EFT) 10/15/2024-05 thru 10/15/2024-10

--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. Back flow testing completed. Concrete flooring has been completed in basement. Underground work is completed for the street light installation in North Bonneville. It has been inspected and awaiting the completion of the installation of the transformer.

Commission Update: Commissioner Broughton updated the Commission on the EDC Annual Luncheon. He was pleased with the attendance and the speakers that presented. Commissioner Taylor and Kingston had nothing to report.

Manager's Report: Executive Director, Pat Albaugh, spoke about the possibility of having a finalized proposal from ACL by the November Commission meeting. He discussed some of the points of negotiation related to the proposal. A discussion ensued. The Director updated the Board on the Beacon Rock Golf Course. Two RFPs had come in, one was chosen. A discussion ensued.

New Business & Administrative Approvals

- **Preliminary Budget Review**
- **Salaries / Personnel**
- **Leases**
- **Capital Projects**
- **Property Tax Levy**

The Preliminary Budget was presented by the Finance Manager and Executive Director.

3. Discussion / Action – Ratify People for People Combined Lease

Executive Director Pat Albaugh presented the lease.

--MOTION—Commissioner Taylor made the motion to ratify the People for People annual lease as presented. Commissioner Broughton seconded the motion. The Commission acknowledges the security deposit is less than the 1-year statutory deposit. Motion passed unanimously.

Adjournment: Commissioner Kingston adjourned the meeting at 5: 27pm

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

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