

-- DRAFT for Approval --

**Port of Skamania County
Minutes of the
Board of Commissioners Regular Meeting
December 16, 2008**

Call to Order: President Teitzel called the meeting to order at 4:01 pm with public comment open until 4:31 pm.

Attendance: In attendance from the Port were Commissioner Judy Teitzel, Commissioner Tony Bolstad, Commissioner WD Truitt, Attorney Ken Woodrich, Manager John McSherry, Facilities Specialist Karl Wilkie, Accounting Tech. Tina Tarani, and Administrative Assistant Julie Mayfield.

Public Comment: None; public comment was closed at 4:31 pm.

Meetings and Seminars:

- **Regional Transportation Committee (RTC) Legislative Meeting:** John McSherry attended this meeting on December 8th in Goldendale to update our State Representatives (Bruce Chandler and Dan Newhouse) and our State Senator (Jim Honeyford) on our regional transportation priorities. The use of possible federal Economic Stimulus funds was discussed.
- **Gorge Commission Meeting in The Dalles:** John attended this meeting along with Peggy Bryan on December 9th. The Gorge Commission certified the Port's WIB loan request for funding for the Discovery "II" Building in North Bonneville.
- **Workforce Housing Workshop at EDC:** Commissioner Truitt attended this meeting on December 9th.
- **Skamania County Open House:** Commissioner Teitzel, John McSherry, and Julie Mayfield attended this open house on December 10th.
- **EDC/Chamber Open House:** Commissioners Teitzel and Truitt, John McSherry, and Julie Mayfield attended open house on December 12th.
- **County/EDC/WIB Meeting:** Commissioner Truitt met with Peggy Bryan of the EDC, Paul Pearce of the County, and Howard Houston of the WIB (Washington Investment Board) to discuss needs of Skamania County, especially infrastructure needed in North Bonneville for the Port's Parcel 2 property. Commissioner Truitt reported Parcel 2 as being on top of the County's list for projects in the event there are funds available through possible Economic Stimulus funding for infrastructure projects.

Minutes Approval:

---MOTION--- Commissioner Truitt moved to approve the November 25, 2008 Regular Meeting Minutes. Commissioner Bolstad seconded the motion. The motion carried.

Vouchers Approval:

---MOTION--- *Commissioner Truitt moved to approve the Pre-issued General Fund Vouchers numbered 11560 through 11567 in the amount of \$5,862.83, dated December 10, 2008. Commissioner Bolstad seconded the motion. The motion carried.*

---MOTION--- *Commissioner Truitt moved to approve the General Fund Vouchers numbered 11568 through 11590 in the amount of \$18,529.87, dated December 16, 2008. Commissioner Bolstad seconded the motion. The motion carried.*

There was a discussion on pass-through trash costs for the Skye Building and other utilities fees for the Evergreen Building.

Administrative Approvals:

None

Staff Reports:

- **Manager's Report:** Presented by Manager John McSherry
 1. *USGS Columbia River Research Lab* is considering leasing office space in the Tichenor Building. They have run out of space at their Mill A facility.
 2. *Skamania County* is considering leasing space in the Tichenor Building on a short term basis while they remodel the Annex Building this spring.
 3. DSP Architects is preparing bid specifications for the pre-engineered steel structure for the *Discovery "II" Building*.
 4. The Port's insurance company (Enduris) sent their forensic engineer to take photos of the *wave break* removal last week.
- **Attorney's Report:** Ken reported seeing and photographing a small bobcat at the west end of the Tichenor Building.
- **Facilities Report:** Presented by Facilities Specialist Karl Wilkie
 1. The *wave break* was removed by SDS Lumber on December 1st and 2nd. SDS used their own trucks to haul the wave break along with pieces stored in the Port shop to Ferguson shop in Washougal. SDS attached buoys to the anchor chains to enable future re-installment.
 2. Various *waterfront clean-up* was completed including more leaf cleanup, grading of the boat launch parking lot. The public restrooms (closed now) have been winterized; the drainage ditches were cleared; fence removal

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between Bob's Beach and the newly purchased 212 SW Cascade property has begun; the 212 SW Cascade house is winterized.

3. Karl has a new cell phone number (509 378-0928).

Old Business: (see also Manager's Report)

- **Port District Boundary:** Commissioner Teitzel noted that Gabe Spencer of the County Assessor's office sent out a letter to the 19 property owners in the affected area of the Port District informing them they will be taken out of the Port District and will be receiving a refund. The letter required the property owner to respond in order to receive a three year Port tax refund. To date, Gabe has received 10 responses.
- **Press Release:** Commissioner Bolstad requested that John finalize press releases for the Port District boundary changes and the purchase of waterfront properties.
- **Waterfront Bank Stabilization:** Commissioner Bolstad stated that this project should be included in the Port's list of Economic Stimulus projects.
- **Wind River Business Park:** John met with Peggy Bryan of the EDC and Scott Pineo of the County on December 11th to discuss the Port's Lease of the Wind River Business Park. Scott Pineo had been working on incorporating comments and changes to the lease. Scott had not made progress on the changes to the document due to his work load including the County's 2009 budget. Scott asked John if he could make the changes to the document and John committed to returning the document to Scott before the end of the year.

New Business:

- **Economic Stimulus:** The Federal Economic Stimulus funding for infrastructure projects is big news; however, the criteria and process of obtaining these funds is still unknown.

Executive Session: Commissioner Teitzel called for an Executive Session at 5:12 pm to 5:42 pm for 30 minutes per RCW 42.30.110 (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. However, final action selling or leasing public property shall be taken in a meeting open to the public, and again at 5:42 pm to 5:52 pm for 10 minutes (i) To discuss with legal counsel representing the agency matters relating to agency enforcement actions, or to discuss with legal counsel representing the agency litigation or potential litigation to which the agency, the governing body, or a member acting in an official capacity is, or is likely to become, a party, when public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to the agency.

The Commission came out of Executive Session at 5:52 pm; no decisions were made.

---MOTION--- Commissioner Truitt moved to give authority to John McSherry to negotiate a lease amendment with Gorge Delights. Commissioner Bolstad seconded the motion. The motion carried.

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---MOTION--- *Commissioner Truitt moved to give authority to John McSherry to negotiate a lease amendment with Slingshot Sports. Commissioner Bolstad seconded the motion. The motion carried.*

Adjournment: The Chairperson adjourned the meeting at 5:55 pm.

Next Meeting: The next regularly scheduled meeting of the Board of Port Commissioners will be **Monday, December 29, 2008 at 3:00 pm** at the Port office conference room 40 SW Cascade Avenue, Suite 70, Stevenson, Washington.

APPROVED BY:

Commissioner Judy Teitzel, President

Commissioner Tony Bolstad, Vice-President

Commissioner WD Truitt, Secretary

ATTEST:

Julie Mayfield, Administrative Assistant