

**Port of Skamania County
Minutes of the Board of Commissioners
Regular Meeting
January 27, 2009**

Call to Order: Commissioner Truitt, acting as Chair, called the meeting to order at 4:01 pm with public comment open until 4:31 pm.

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

Public Comment: None.

Acting President Truitt closed Public Comment at 4:31 pm.

Meetings and Seminars:

- **EDC Welcoming Open House for New Forest Service Supervisor:** Commissioner Truitt and Manager John McSherry attended this event today, welcoming new Forest Service Gifford Pinchot Supervisor Janine Clayton.
- **WSU Technical Writing:** Julie has begun a one-semester class at WSU for Technical Writing, which meets Monday evenings.

Minutes Approval:

---MOTION--- Commissioner Teitzel moved to approve the minutes of the January 13, 2009 regular meeting as written. Commissioner Truitt stepped down and seconded. The motion carried.

Voucher Approvals:

---MOTION--- Commissioner Teitzel moved to approve the Pre-Issued General Fund Vouchers Numbers 11651 through 11658 in the amount of \$5,307.22, dated January 21, 2009. Commissioner Bolstad seconded. The motion carried.

---MOTION--- Commissioner Teitzel moved to approve the General Fund Vouchers Numbers 11659 through 11677 in the amount of \$35,752.07 dated January 27, 2009. Commissioner Bolstad seconded. The motion carried.

Administrative Approvals: The ratification of the amended lease for MFG-NW, of the Industrial Building, and Letter of Termination for Suite 105 of the Tichenor Building, is postponed until the next meeting since these have not been signed yet by the tenant.

Staff Reports:

Financial Report: December 2008 Financial Report will be presented at the next meeting. It was noted that Monica Masco was named Skamania County Chamber of Commerce's "Business Person of the Year" and was elected as Chamber President for 2009.

Old Business:

- **"Discovery II" Building Update:** The City of North Bonneville's Planning Department is performing the Site Plan and SEPA reviews. DSP Architects continues to work on the Bid Specs for the building.

The Discovery I and Discovery II buildings are located on two different parcels and share infrastructure items including the truck entrance, loading areas and storm water management facilities. North Bonneville's Planner recommended that a boundary line adjustment be performed in order to obtain site plan approval. A discussion about alternatives to a boundary line adjustment followed. The commission directed the Manager to pursue the boundary line adjustment alternative to obtain Site Plan approval.

- **Slingshot Sports Lease Amendment:** The amendments terms and conditions have been revised and include a draft lease for the Discovery II Building (which is not yet built); it is ready for Slingshot's review.
- **Galaxy New Lease, Suite 105, Tichenor Building:** A new lease for Galaxy is being prepared. The lease will include additional space in Suite 105.
- **Skamania County Engineering Department:** is planning on temporarily moving their offices into Tichenor Building Suites 60, 70, 80, and 90 during their remodel of the County Annex Building. The move in date is scheduled mid April 2009.
- **212 SW Cascade Avenue Port Office Remodel:** Bid Plans and Specifications are being developed.
- **Gorge Delights (Discovery I Building):** met with staff from Senator Murray's office and Congressman Baird's office to discuss getting their fruit bars into military MREs.
- **Port District Boundary Update:** is in the press release Phase.
- **Wavebreak:** Enduris, our insurer, issued a check to the vendor (SDS Lumber) that removed the wavebreak on an emergency basis last December. The check was sent to the Port and we are verifying prevailing wage and tax payments before sending the check to the vendor.
- **Wind River Nursery/Business Park:** The Port is still working on a management contract with the County.

The Port and the EDC are working with Micro Composites to lease the Seed Extractor building.

New Business:

- **Port Commission Meeting Schedule:** Commissioner Teitzel proposed that we consider if it would be more convenient to have the Port meetings at 2:00 or 3:00 pm instead of 4:00 pm. Changing the time would require a resolution, publication, and notifying the Attorney General.
- **Parliamentary Procedures and Minute Taking:** Margery Price, City Clerk for Kennewick, presents a class annually. There is one in Federal Way March 19/20, and one in Kennewick February 26/27.

Executive Session: Commissioner Truitt, acting President, called for an Executive Session at 5:18 pm to 5:28 pm for approximately 10 minutes; and again from 5:28 pm to 5:38 pm for 10 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.

The Commission came out of Executive Session at 5:38 pm; no decisions were made.

The Commission directed John McSherry to proceed with lease negotiations.

Adjournment: The Chairperson adjourned the meeting at 5:43 pm.

Next Meeting: The next regularly scheduled meeting of the Board of Port Commissioners is Tuesday February 10, 2009 at 4:00 pm at the Port office conference room 40 SW Cascade Avenue, Suite 70, Stevenson, Washington.

APPROVED BY:

Commissioner Tony Bolstad, President

Commissioner WD Truitt, Vice-President

Commissioner Judy Teitzel, Secretary

ATTEST:

Julie Mayfield, Admin. Assistant