

**Port of Skamania County
Minutes of the
Board of Commissioners Meeting
January 22, 2008**

Call to Order: President Teitzel called the meeting to order at 4:04 p.m. with public comment open until 4:34 p.m.

Attendance: In attendance from the Port were Commissioner Judy Teitzel, Commissioner W.D. Truitt, Port Attorney Ken Woodrich, Port Manager John McSherry, Facilities Specialist Karl Wilkie, Accounting Tech. Tina Tarani, and Administrative Assistant Julie Mayfield. Commissioner Tony Bolstad was not in attendance.

Public Comment: None.

Meetings and Seminars:

- **RTC:** John attended the Regional Transportation Committee (RTC) meeting in Stevenson on January 9, 2008. Transportation projects planned for SR14 were discussed.
- **EDC Annual Lunch Meeting:** John and Port Commissioners W.D. Truitt and Judy Teitzel attended this event that was held on January 10, 2008 at the Skamania Lodge.
- **EDC:** John and Port Commissioner W.D. Truitt met with Peggy Bryan of the EDC on January 9, 2008 to discuss economic development issues affecting the Port.
- **PUD:** John attended a meeting at the Skamania County PUD on January 22, 2008 to discuss developing geothermal energy resources in the county.
- **Facilities Maintenance Software Webcast:** Karl attended a webcast regarding software for managing facilities maintenance and capital projects.
- **City of Stevenson:** Port Attorney Ken Woodrich attended the latest City of Stevenson meeting about the Rock Creek Slide dredged spoils.

The Rock Creek Slide spoils were discussed.

John stated he signed W.D. Truitt and Vicki Truitt up for the Chamber Annual Dinner taking place February 19, 2008 at Skamania Lodge.

John informed the Commission that the State Auditor exit conference for the Port's three-year audit will be on February 5, 2008 at 3:30 p.m. Commissioner Teitzel will represent the Commission.

Minutes Approval: *---Motion---* Commissioner Truitt moved to approve the minutes of the January 8, 2008 regular scheduled meeting. Commissioner Teitzel stepped down and seconded. The motion carried.

Voucher Approvals: *---Motion---* Commissioner Truitt moved to approve General Fund Vouchers Numbered 10877 through 10908 in the amount of \$40,929.08 dated January 22, 2008. Commissioner Teitzel stepped down and seconded. The motion carried.

---Motion--- Commissioner Truitt moved to approve Amended General Fund Voucher List Numbered 10842 through 10876 in the amount of \$84,697.13 dated January 22, 2008 (previously dated January 8, 2008). Commissioner Teitzel stepped down and seconded. The motion carried.

Administrative Approvals: None.

Staff Reports:

- **Financial/Budget Report:** Accounting Tech. Tina Tarani informed the Commission that the December 2007 Financial Report will be presented by Port Auditor Monica Masco at the next Port meeting on February 12, 2008. The Port was unable to complete December 2007 books in time for this Port meeting since the County Treasurer's monthly report was not received until January 17, 2007.

Old Business:

- **Old Saloon:** Karl reported the problem with the electrical meter at the Old Saloon Building has been fixed. Port tenant, the Crab Shack, had the power turned off at the Old Saloon Building. The Commission agreed that there should be power on in the building while the Crab Shack is closed for the season. The Commission directed John to discuss this with the tenant.
- **Park Restrooms:** Karl has closed the Port park restrooms and turned off the water to prevent pipes from freezing.
- **Teo Park:** John is currently finalizing the City of Stevenson grant's "Scope of Work" for engineering to maximize the usability of the park.
- **Proposed New Building in North Bonneville:** John continues working on the plan for a new Port building to be built in North Bonneville. John is working with several businesses interested in leasing space in the proposed building. More strategic planning will take place the week of February 4, 2008.
- **Tichenor Building Interior Expansion:** This project is on hold until the fall while the proposed new building in North Bonneville is pursued.
- **Floating Breakwater:** Construction continues on this structure—John passed around photos of the progress.

- **Stevenson Shoreline Improvements:** John is currently working on the following:
 1. Leavens Street/River Access (owned by the City): The City of Stevenson has given the Port a grant to do engineering and design of the Leavens Street access.
 2. Stevenson Landing Pier—getting bids for structure inspection and updating the landing fencing and overall appearance.
 3. Land Acquisitions—purchase negotiations continue.

John passed out a current list of the Port properties. A general discussion took place on Port properties, comprehensive plan, capital improvement plan, feasibility study, and the Port vision.

The Old Business list of Port projects will be updated and presented again to the Commission.

New Business: Port Attorney Ken Woodrich gave a presentation on rules and procedures for Executive Sessions, stating the reason for the executive session needs to be announced, the time and duration stated (noting the form used and recorded with the minutes), the Commission decides who will attend the executive session, and emphasized that everything discussed in executive session stays in executive session and is not for public discussion. Decisions cannot be made in executive session, but must be made in public session.

Executive Session: Commissioner Teitzel called for an Executive Session at 5:30 p.m. for approximately ten (10) minutes ending at 5:40 p.m. under RCW 42.30.110 (c) to discuss the minimum price at which real estate will be offered for sale or lease.

The Commission came out of Executive Session at 5:40 p.m. with no decision being made.

The Commission directed Port Manager John McSherry to continue with purchase of the property discussed.

Adjournment: The Chairperson adjourned the meeting at 5:41 p.m.

Next Meeting: The next regularly scheduled meeting of the Board of Port Commissioners will be Tuesday February 12, 2008 at 4:00 p.m. at the Port office conference room 40 SW Cascade Avenue, Suite 70, Stevenson, WA.

APPROVED BY:

Commissioner Judy Teitzel, President

Commissioner Tony Bolstad, Vice-President

Commissioner W.D. Truitt, Secretary

ATTEST:

Tina Tarani, Accounting Tech.