

**Port of Skamania County
Minutes of the
Board of Commissioners Meeting
April 13, 2004**

Call to Order: Commissioner Dave Prosser called the meeting to order at 4:01 p.m.

Attendance: In attendance from the Port were Commissioner Dave Prosser, Commissioner Doug McKenzie, Commissioner Judy Teitzel, Business and Project Development Manager John McSherry, Facilities & Operations Manager Keith Chamberlain, Port Attorney Ken Woodrich and Financial & Administrative Manager Deana Midland. There was a member of the Public in attendance Keith Liggett.

Public Comment: Commissioner Dave Prosser opened public comment from 4:00 to 4:30 p.m.

Keith Liggett came to the Commissioners looking for a letter of support for the Gorge Games. Keith would like the Port to write a letter supporting the games and given to him as soon as possible.

Minute Approval: Commissioner Doug McKenzie made a motion to approve the minutes of the March 23, 2004 meeting. Commissioner Judy Teitzel seconded the motion. The motion passed.

Vouchers: Commissioner Judy Teitzel made a motion to approve General Fund Vouchers Numbered 14972 through 14994 in the amount of \$13,581.67. Commissioner Doug McKenzie seconded the motion. The motion passed.

Commissioner Judy Teitzel made a motion to approve Pre - Issued General Fund Vouchers Numbered 14995 through 14999 in the amount of \$4,742.30. Commissioner Doug McKenzie seconded the motion. The motion passed.

Commissioner Judy Teitzel made a motion to approve General Fund Vouchers Numbered 14500 through 15032 in the amount of \$14,153.78. Commissioner Doug McKenzie seconded the motion. The motion passed.

Attorneys Report: Ken let the Commissioners know the Borup Summary Judgment has been signed.

Business and Project Development Report: John went over a memo with the Commissioners regarding a GIS Computer Mapping program. The Commissioners told John it sounded good to go for it.

John reported to the Commissioners on the City / Port contract for the restrooms.

John reported to the Commissioners Brian Adams has spoke with the PUD, and the PDA and they seem excited about the tower. Commissioner Doug McKenzie would like Staff to come back to the Commissioners with a recommendation.

Facilities & Operations Manager: Keith had a brief discussion with the Commissioners regarding two lease amendments that have gone into effect with the Crab Shack and Battelle. The Battelle lease is effective for six months and then that lease will be rewritten.

Keith asked the Commissioners if they had any comments on the current Teo Park Use Permit, the Use Permit fee would be increasing in 2005.

Keith reported the sub lease at the Discovery Building has been signed.

Judy, John and Keith attended a meeting down at the Discovery Building with Gorge Delights on April 12, at 1:30 pm and with Brian Baird.

The Commissioners gave the go ahead to Keith on the restroom project.

Keith reported he would be hiring a summer part-time temporary help this year.

Finance & Administrative Report: Deana asked the Commissioners for the go ahead on the refund of the Leasehold Tax from the State. The Commissioners gave her the go ahead to complete it.

Deana reported on the telephone bill and what she had found out on the rates and extra lines that were not being used, they have been canceled and rates changed.

Deana handed out a profit and loss with previous year comparison; the actual report for the month of March will be given at the second meeting of the month.

Auditors Report: Will be given at the second meeting of each month.

Executive Session: The Commissioners the Attorney and staff went into Executive Session at 5:40 for approximately 30 minutes to discuss B on the Executive Session Checklist.

The Commissioners the Attorney and staff came out of session at 6:00 pm with no decisions made.

Back into Regular Session

Adjournment: The meeting adjourned at 6:10 pm.

Next Meeting: The next scheduled meeting of the Board of Port Commissioners will be Wednesday, April 14, at 4:00pm.

APPROVED BY:

Commissioner Doug McKenzie

Commissioner Judy Teitzel

Commissioner Dave Prosser

ATTEST:

Deana Midland, Financial & Administrative Manager