Port of Skamania County
Minutes of the Board of Commissioners
Regular Meeting—July 27, 2010, 3:00 pm

Call to Order: Commissioner Truitt called the regular meeting to order at 3:02 pm with public comment open until 3:32 pm.

Attendance: Commissioners WD Truitt, Judy Teitzel, and Tony Bolstad; Manager John McSherry, Auditor Monica Masco, Attorney Ken Woodrich, Administrative Assistant Julie Mayfield, Accounting Tech Randy Payne.

Public Comment: Virgil Viner of *Papa's* presented photos and a request to the Commission to use Port property one day a week and during special events for his portable self-contained hot dog stand. Public Comment was closed at 3:40 pm.

> ***---MOTION--- Commissioner Bolstad moved to authorize John McSherry to work out an agreement with Papa's to use Port property one day per week and during special events to operate a mobile concession stand, for a fee of $10 per day, through December 31, 2010—at which time the agreement will be reviewed. Commissioner Truitt stepped down to second, Commissioner Teitzel objected; the motion carried.***

Meetings and Seminars: None.

Minutes Approval:

> ***---MOTION--- Commissioner Bolstad moved to approve the July 13, 2010 Regular Meeting Minutes. Commissioner Teitzel seconded; the motion carried.***

Vouchers Approval:

Commissioner Bolstad requested that the tenant's name be noted on transfer letters to the County Treasurer when transferring tenant security deposit funds from the general fund to the tenant money market account.

> ***---MOTION--- Commissioner Teitzel moved to approve the Pre-issued General Fund Vouchers numbered 12870 through 12875 in the amount of $4,186.56, dated July 21, 2010. Commissioner Bolstad seconded; the motion carried.***
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> ***---MOTION--- Commissioner Bolstad moved to approve the General Fund Vouchers numbered 12876 through 12899 in the amount of $45,597.08, dated July 27, 2010. Commissioner Teitzel seconded; the motion carried.***

Administrative Approvals:

> ***---MOTION--- Commissioner Teitzel moved to authorize John McSherry to award the contract for the Cascades Business Park Grading and Utility Improvements to Crestline Construction, in the amount of base bid of $739,223.75, plus Alternate 2 option for $43,604.15, and Alternate 3 option for $32,553.15, for a total of $815,381.05, contingent on confirming Crestline's qualifications. Commissioner Bolstad seconded; the motion carried.***

Staff Reports:

- **Auditor's Report**: presented by Monica Masco

  The June financials are almost complete and will be sent out in the packets for the next Commission meeting.

Unfinished Business:

1. *Tenants Update:*

   Battelle—The Commission directed John to work out their lease renewal effective October 1, 2010.

   130 Bar & Grill—they continue working toward opening in mid August.

   Slingshot Sports—continuing to expand, may require more space.

2. *Teitzel Building*: The final walkthrough was conducted on July 23, 2010 and all punch-list items are now complete. John is working to finalize change order #3 and the final pay application.

3. *Wavebreak:* The Commission directed John to engage Brad Anderson of Schwabe to provide a letter of opinion. The previously scheduled meeting with Ferguson was cancelled.

4. *Cascades Business Park*: See Administrative Approvals.

5. *Stevenson Waterfront Enhancement and Public Access Project*: John will present the Aquatic Land Enhancement Account (ALEA) grant application, on August 3 in Olympia. There was discussion about the permitting for the Waterfront Enhancement and Public Access project. It was suggested that the Port request an agreement with the City of Stevenson's Planner to complete the SEPA application.

6. *Wind River Nursery Site*: There was discussion about the Port possibly managing this site.

New Business: None

Executive Session: Commissioner Truitt called for an Executive Session at 6:05 pm to 6:15 pm for 10 minutes, and 6:16 pm to 6:25 pm for 9 minutes per RCW 42.30.110 (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. No decisions were made.

Adjournment: The Chairperson adjourned the meeting at 6:35 pm. Monica left at 4:52 pm; Randy left at approximately 6:00 pm.

Next Meeting: The next regularly scheduled meeting of the Board of Port Commissioners is August 10, 2010, 3:00 pm, at the Port office conference room: 212 SW Cascade Avenue, Stevenson, Washington.

APPROVED BY:

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Commissioner WD Truitt, President (District 2)

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Commissioner Judy Teitzel, Vice-President (District 3)

ATTEST:

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Commissioner Tony Bolstad, Secretary (District 1)

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Julie Mayfield, Administrative Assistant