

**Port of Skamania County
Minutes of the Board of Commissioners
Regular Meeting
July 13 2010, 3:00 pm**

Call to Order: Commissioner Truitt called the meeting to order at 3:07.

Attendance: Commissioners WD Truitt, Tony Bolstad via telephone, and Judy Teitzel; Attorney Ken Woodrich, Manager John McSherry via telephone (until 3:31 pm), Administrative Assistant Julie Mayfield, Facilities Specialist Karl Wilkie, Auditor Monica Masco.

Public Comment: none; closed at 4:05 pm.

Meetings and Seminars: not covered

Minutes Approval:

---MOTION--- Commissioner Teitzel moved to approve the June 8, 2010 Regular Meeting Minutes. Commissioner Truitt stepped down and seconded; the motion carried. [Commissioner Bolstad abstained since he was not able to read the minutes.]

Administrative Approvals:

---MOTION--- Commissioner Teitzel moved to approve Resolution 15-2010 Amending the Personnel Policy; Commissioner Truitt stepped down and seconded; the motion carried. [Commissioner Bolstad abstained since he was not able to read the personnel policy in detail].

Commissioner Teitzel read aloud from the Wifi Project Interlocal Agreement with the City of Stevenson.

---MOTION--- Commissioner Teitzel moved to ratify the Interlocal Agreement between the City of Stevenson and the Port for the Stevenson WiFi Project; Commissioner Truitt stepped down and seconded; the motion carried.

Vouchers Approval:

---MOTION--- Commissioner Teitzel moved to approve the Pre-Issued General Fund Vouchers numbered 12836 through 12841 in the amount of \$4,319.89 dated July 7, 2010. Commissioner Truitt stepped down and seconded; the motion carried. [Commissioner Bolstad abstained since he could not review the vouchers].

---MOTION--- Commissioner Teitzel moved to approve the General Fund Vouchers numbered 12842 through 12869 in the amount of \$31,006.31 dated July 13, 2010. Commissioner Truitt stepped down and seconded; the motion carried. [Commissioner Bolstad abstained since he could not review the vouchers].

Staff Reports:

- **Attorney's Report:** none.
- **Facilities Report:** Presented by Karl Wilkie
 1. *Grounds:* Irrigating and extensive weeding have begun. Karl noted we may need to have a maintenance shed/shop some time soon in North Bonneville because of increased need to maintain grounds there. Park use by the public has been “phenomenal.” Karl noted receiving many positive comments by park users. Commissioner Teitzel requested we block off the path to the back yard lawn area of the Port office, which park users have been using as parking. She also requested we put up signage informing general park users about the upcoming Outrigger Canoes event.
 2. *Buildings:* Karl promoted installation of extra conduit when the ditches are open at Cascades Business Park in North Bonneville for utilities construction. The City of Stevenson will remove concrete in the road in front of the Tichenor Building west end; the Port will dispose of the concrete. A new stop sign and post will be installed at the Tichenor parking area at Leavens street. The new tenant of the Old Saloon has completed laying a new bamboo floor and replaced some flooring boards; they are adding cabinetry; they will remove the chimney to make room for a dumbwaiter; Karl and Jorge have sprayed sealants and disinfectants throughout and installed some green board and pressure washed most of the exterior; the Port will paint walls when the tenant chooses colors; the tenant has done some plumbing. The sidewalk has some settling that may need to be addressed in the future. Karl will begin backflow testing soon of Port buildings.
- **Manager's Report:** none—John McSherry on vacation

Unfinished Business:

The Cascades Business Park Utilities Construction plans will be available on J2 Blueprint's website tomorrow; the bidders' onsite meeting is July 20, 2010. Bids are due July 27, 2010 at 10:00 am.

New Business:

- **Commission Meeting Rescheduled:** The August 24, 2010 Port Commission meeting was rescheduled to August 31, 2010, since John and Julie will be out of the office that week.
- **Naming Road at Cascades Business Park, North Bonneville:**

---MOTION--- Commissioner Bolstad moved to name the road that is planned to bisect the Cascades Business Park in North Bonneville “Coyote Ridge.” Commissioner Teitzel seconded; the motion carried.

Executive Session: Commissioner Truitt called for an Executive Session at 3:10 pm to 3:20 pm for 10 minutes, and 3:21 pm to 3:31 pm for 10 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 4:28 pm.

Next Meeting: The next regularly scheduled meeting of the Board of Port Commissioners is July 27, 2010, 3:00 pm, at the Port office conference room: 212 SW Cascade Avenue, Stevenson, Washington.

APPROVED BY:

Commissioner WD Truitt, President (District 2)

Commissioner Judy Teitzel, Vice-President (District 3)

Commissioner Tony Bolstad, Secretary (District 1)

ATTEST:

Julie Mayfield, Administrative Assistant