

Port of Skamania County
Minutes of the Board of Commissioners
July 18, 2023

In attendance: Commissioner Kingston, Commissioner Broughton, Director Pat Albaugh, Finance Manager Cindy Bradley, Auditor Monica Masco, Attorney Seth Woolson (Zoom), Facilities Manager Doug Bill, Minute Taker Wanda Scharfe

Absent: Commissioner Taylor

Guests: None

Call to Order: Commissioner Broughton called the meeting to order at 5:00 p.m.

Public Comment: No public comment

Consent Agenda: The following items were presented for Commissioner's approval. (Consent agenda items are intended to be passed by a single motion to approve all listed actions. If discussion of individual items is requested by a commissioner, that item should be removed from the consent agenda and considered separately after approval of the remaining consent agenda items.)

1. Approval of the Minutes

06-20-2023, Minutes

2. Approval of Vouchers

Pre-Issued Vouchers General Fund Vouchers 07/05/2023 \$116,938.79
21743 - 21785 (Checking)
Electronic Fund Transfers (EFT) 07/05/2023-01 thru 07/05/2023-10

General Fund Voucher - 7/20/2023 \$23,786.93
21786 - 21799 (Checking)
Electronic Fund Transfers (EFT) 7/20/2023-01 thru 7/20/2023-04

Commissioner Kingston made a motion; Commissioner Broughton stepped down and seconded the motion to approve consent agenda items 1 through 2 as presented. All voted in favor and the motion carried unanimously.

Commissioner's Reports: Commissioner Broughton recapped the EDC meeting.

Facilities Update: Doug Bill reported that 18 of 19 windows have been installed, 3 more water leaks were repaired. Work has begun on the Cascade Business Park entrance gate for the dam access road in North Bonneville.

Executive Director Report: Pat Albaugh reported the \$1 million Washington State Capital Appropriations request was awarded for the Cascades Business Park. We are working with Skamania County to modify the .09 Fund agreement for \$250,000 worth of Cascades Business Park infrastructure improvements . He met with the new North Bonneville City Planner and Mayor Sabo today. Wednesday he will be meeting with the CERB Director to keep her updated on our development plants.

Finance Report: Cindy Bradley presented the financial report. Notable expenses and receipts were reviewed. She noted there are three tenants running behind.

Attorney’s Report: No report

Business:

Resolution 7-2023 Credit Card Policy

Commissioner Kingston made a motion; Commissioner Broughton stepped down to second the motion to adopt Resolution 7-2023 approving the Credit Card Policy as presented amending the Personnel Policy and replacing the Credit Card Policy as previously adopted in Resolution 7-2010. All voted in favor and the motion carried unanimously.

2nd Quarter 2023 Skamania EDC Shared Service Performance

Commissioner Kingston made a motion; Commissioner Broughton stepped down to second the motion to approve the performance of the Skamania Economic Development Council Shared Services Contract for the second (2nd) quarter of 2023. . All voted in favor and the motion carried unanimously.

Waive Tenants Facility Use Fee

Commissioner Kingston made a motion; Commissioner Broughton stepped down to second the motion to approve the waivers of the 2023 Waterfront Music Festival and 2023 Skunk Brothers Bootlegger Car Show both on August 4th and 5th 2023. All voted in favor and the motion carried unanimously.

Adjourned: Meeting adjourned at 5:13 p.m.

APPROVED BY:



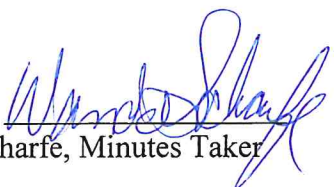
Commissioner Ray Broughton, Secretary (District 1)



Commissioner Jennifer Taylor, President (District 2)



Commissioner Todd Kingston, Vice President (District 3)

ATTEST: 
Wanda Scharfe, Minutes Taker