

**Port of Skamania County
Minutes of the Board of Commissioners
March 21, 2023**

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

Absent:

Guests: Ken Schleicher, Gary Rawsen, Val Stepanchuk, Seth Woolson,

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

Public Comment: No public comment received prior.

Ken Schleicher expressed a concern regarding felled trees on the Beacon Rock Golf Course property adjacent to his.

Presentation: Gorge Canoe Club representatives Gary Rawsen and Val Stepanchuk presented the Commission with an outline of the club's planned activities, and gave a summary of the club structure, and intentions to grow the club and encourage involvement of Skamania County Youth.

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

February 21, 2023, Minutes

2. Approval of Vouchers:

Approval of Pre-Issued General Fund Vouchers **\$540.40**
21611-21612 (Checking)

Approval of Pre-Issued General Fund Vouchers **\$11,073.25**
21613 (Checking)

Electronic Fund Transfers (EFT)#03/03/2023-01 thru 03/03/2023-05

Approval of Pre-Issued General Fund Vouchers **\$41,538.80** (3-7-2023)
21614-21629 (Checking)

Approval of Pre-Issued General Fund Vouchers **\$24,336.46**
21630-21639 (Checking)

Electronic Fund Transfers (EFT) #03/20/2023-01 thru 03/20/2023-05

--MOTION—Commissioner Kingston made a motion; Commissioner Broughton 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 noted the EDC will have a quarterly meeting next month.

Executive Director Report: Pat Albaugh inquired as to the Commissioners thoughts on a commercial property that is currently for sale in Carson. Commissioners Kingston expressed concerns regarding the property and Commissioner Broughton thought if viable fiscally it could be a possibility. Pat reported he had recently met with Carson Neilander ACL Operations Manager about docking season concerns which start at the end of the month.

Facilities Update: Doug Bill informed the Commission that the Gator has arrived at dealership and is currently being assembled. The transient problem is on-going. Last week 600# of trash was picked up at slaughter house point. Bathroom auto locks have slowed the vandalism & improper use of the Bob's Beach Bathrooms. The portable toilets are scheduled to be picked up the first week of April. The dock sections are currently being repaired.

Attorney's Report: Director Albaugh noted it is Ken's last official meeting. Ken mentioned he has been the attorney for 27 plus years. The Commissioners and Staff thanked him for his service.

Finance Report: Cindy Bradley presented the February financial report and noted a correction on the report for the February expenditures incorrectly listed as \$61,354.84 which should have been \$81,690.79. The income and expense notables were reviewed. She reported that all tenants lease payment are current.

Annual Financial Report – Year Ending 12-31-2022

Cindy Bradley presented the Annual Report noting that the report will be filed with the State Auditor upon approval of the report by the Commission. The report has been summarized using their suggested format. The report is used to show the financial health of the Port and is publicly available.

--MOTION—Commissioner Kingston made a motion; Commission Broughton seconded to approve the 2022 Annual Financial Report as presented noting that the Commission has reviewed it. All voted in favor and the motion carried unanimously.

Attorney Selection

Director Albaugh reported that he, Commissioner Kingston and Attorney Woodrich interviewed several applicants for Port Attorneys. The consensus was to engage with CSD Attorneys At Law for services. Seth Woolson of CSD was introduced to the Commission.

--MOTION—Commissioner Kingston made a motion; Commissioner Broughton seconded to select CSD Attorneys At Law for Port Attorney Services. All voted in favor and the motion carried unanimously.

Gorge Canoe Club

Director Albaugh presented a Revocable Non-Exclusive License to Use Agreement to the Commission for the Gorge Canoe Club allowing them to place a shipping container on Port Property to store a 40' Canoe.

--MOTION—Commissioner Kingston made a motion; Commissioner Broughton seconded to approve the Revocable Non-exclusive License to Use agreement with Gorge Canoe Club. All voted in favor and the Motion carried unanimously.

Dump Trailer Quote from Olympic Trailer & Truck

Director Albaugh presented a quote from Olympic Trailer and Truck utilizing the DES Contract.

--MOTION—Commissioner Kingston made a motion; Commissioner Broughton seconded to approve the purchase of a Dump Trailer as per the quote not to exceed \$14,000.00. All voted in favor and the motion carried unanimously.

Adjourned: Meeting was adjourned at 5:42 p.m.

APPROVED BY:

Commissioner Ray Broughton, Secretary (District 1)

ATTEST: _____ Commissioner Jennifer Taylor, President (District 2)
Wanda Scharfe, Minutes Taker

Commissioner Todd Kingston, Vice President (District 3)