

**Port of Skamania County**  
**Minutes of the Board Commissioners**

May 18, 2021  
Regular Meeting  
*Zoom Meeting*

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

**In attendance:** Commissioner Todd Kingston, Commissioner Ray Broughton, Commissioner Jennifer Taylor, Executive Director Pat Albaugh, Port Attorney Ken Woodrich, Facilities Manager Doug Bill, Port Auditor Monica Masco, Finance Manager Cindy Bradley, Wanda Scharfe Minute Taker

**Absent:**

**Guests:**

**Public Comment:** None

**Consent Agenda:** The following items were presented for Commissioners' approval. (Consent agenda items are intended to be passed by a single motion to approval all listed actions. If discussion of an individual item 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.

**Approval of the Minutes**

1. April 13, 2021 Regular Meeting
2. March 16, 2021 Approved Minutes as Amended

**Voucher Approvals**

3. Approval of Pre-issued General Fund Vouchers
  - o 20543-20563 for \$35,804.69 (5/12/2021)
4. Approval of General Fund Vouchers
  - o 20564-20573 for \$18,308.30 (5/18/2021)

--MOTION—Commissioner Taylor made a motion; Commissioner Broughton seconded the motion to approve the consent agenda items 1 through 4 as presented. All voted in favor and the motion carried unanimously.

**Commissioner Updates:** Commissioner Broughton noted he recently accepted the Skamania EDC Secretary/Treasurer position. Sandy Seaman's has left the board due to time constraints.

**Director's Report:** In Director Albaugh's report he noted that construction is in process on the cell tower in North Bonneville. The contractors have modified the construction plan which eliminated the need for drilling. It was noted that the New Cingular contract has been assigned to TowerCo as allowed under the New Cingular lease. TowerCo has offered the option for a long-term easement or lease for one upfront payment. The consensus of the Commissioners was to explore that option.

The Port has recently received confirmation for the Integrated Planning Grant (IPG) from the Department of Ecology with the amount based on the scope of work and project needs. The Solicitation of Interest for services process will begin this month. Commissioners may be asked to serve on a review committee to review the applications from the solicitations. The Commissioners discussed the current COVID-19 rent relief program currently in force. Director Albaugh noted that three tenants currently participate.

--MOTION—Commissioner Kingston made a motion, Commissioner Taylor seconded the motion to end the COVID-19 rent relief effective June 30<sup>th</sup>, 2021 and to notify affected tenants. All voted in favor and the motion carried unanimously.

Director Albaugh presented information for the installation of the slides at Leaven's Point. It was noted the Port currently has information from one installer and another pending.

--MOTION—Commissioner Broughton made a motion, Commissioner Taylor seconded the motion to authorize Director Albaugh to enter into an agreement not to exceed \$30,000 for installation of the two slides at Leaven's Point,. All voted in favor and the motion carried unanimously.

Albaugh requested consideration be given to paying off the Skamania EDC line of credit that was used for the Stevenson Waterfront rehabilitation. The recent sale of the Trout Creek Field parcel puts us in a position to do so. The EDC's Washington Investment Fund (WIF) has been in demand. By paying our loan early we can save interest, reduce our outstanding loans in addition to replenishing the EDC WIF fund.

**Facilities Report:** Facility Manager Doug Bill noted the facilities department has been working with the standard summer maintenance routines. The heating system in the Skye Building in North Bonneville is being converted from electric to gas. The Red Barn's west end maintenance is the next project. The Bob's Beach changing room exterior walls have been replaced. The water systems are up and going for the season. The restrooms are working well. The dock sections are due to be installed by Memorial Day.

**Finance Report:** Finance Manager Cindy Bradley noted the total cash balance. All rents are current except for one tenant. Notable income, expenses and budget variables were reviewed.

**Attorney's Report:** Attorney Woodrich noted the virtual meeting world was a topic at a recent conference he attended. Several bills are in legislation to relax the open public meeting act laws to allow flexibility for virtual attendance options.

#### **New Business:**

#### **Musical Instruments**

Director Albaugh noted that the popularity of the musical instruments along the waterfront has been very popular. The Southwest Community Foundation has offered a \$15,000 grant to the Skamania EDC to partially fund five (5) additional instruments. The Port will be responsible for remaining balance of

\$4,546.69 and the installation.


--MOTION—Commissioner Broughton made a motion; Commissioner Taylor seconded the motion to approve the purchase of additional Rhapsody musical instruments from Play Creation in the amount of \$19,546.69 and to accept the funds in the amount of \$14,900 from the Southwest Community Foundation through the Skamania EDC. All voted in favor and the motion carried unanimously.

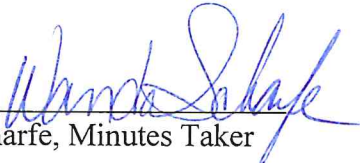
**Other Business:**

**Executive Session:** None

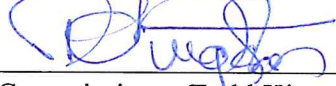
Commissioner Kingston adjourned the meeting at 5:33 p.m.

**APPROVED BY:**

  
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Commissioner Ray Broughton, Vice President (District 1)

ATTEST:   
Wanda Scharfe, Minutes Taker

  
\_\_\_\_\_  
Commissioner Jennifer Taylor, Secretary (District 2)

  
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Commissioner Todd Kingston, President (District 3)

