Port of Skamania County
Minutes of the
Board of Commissioners Meeting
And 2005 Budget Hearing and Tax Levy
November 29, 2004

Call Budget Hearing and Tax Levy to Order: Commissioner Dave Prosser called the meeting to order at 5:00 p.m.

Attendance: Commissioner Dave Prosser, Commissioner Doug McKenzie, Commissioner Judy Teitzel, Facilities & Operations Manager Keith Chamberlain, Port Attorney Ken Woodrich, Financial Manager Barbara Irving.

Public Comment: None

Close Budget Hearing and Tax Levy: The Budget Hearing and Tax Levy was closed at 5:03 p.m.

Open Regular Meeting: Commissioner Dave Prosser called the regular meeting to order at 5:04 p.m.

Budget Approvals/Resolutions: Motion by Commissioner McKenzie, seconded by Commissioner Teitzel to pass Resolution #21-2004 Property Tax Levy. Motion carried.

Motion by Commissioner McKenzie, seconded by Commissioner Teitzel to pass Resolution #22-2004 Accepting and Approving the 2005 Budget. Motion carried.

President Prosser signed the Levy Certification.

Minute Approval: The minutes of November 9th will be approved at next meeting.

Vouchers: Commissioner Doug McKenzie made a motion to approve General Fund Vouchers Numbered 15512 through 15541 in the amount of $32,025.90. Commissioner Judy Teitzel seconded the motion. The motion passed.

Commissioner Doug McKenzie made a motion to approve Pre-Issued General Fund Vouchers Numbered 15511 through 15511 in the amount of $2,097.06. Commissioner Judy Teitzel seconded the motion. The motion passed.

Commissioner Doug McKenzie made a motion to approve Pre-Issued General Fund Payroll Vouchers numbered 15503 through 15510 in the amount of $5,777.04. Commissioner Judy Teitzel seconded the motion. The motion passed.

Administrative Approvals:

Resolution #20-2004 Investments of Funds: Motion by Commissioner McKenzie, seconded by Commissioner Teitzel to pass Resolution #20-2004 authorizing Finance Manager Barbara Irving or Commissioner Doug McKenzie to transfer funds. Motion passed.

STAFF REPORTS:

Marketing & Project Development Manager Report: None

Facilities & Operations Manager: The check has been received for the purchase of the Landsberg property. An itinerary for the 2005 docking schedule was passed out. The restroom project is not quite finished. The Wind River building repair is moving forward.

Finance Manager: A temporary office worker has been hired until a new person is hired for the front desk position. We are working on the Open House menu and invitations.

Attorneys Report: Ken is working with the Title Company on obtaining the deed for the Landsberg property.

Executive Session: The Commissioners announced an Executive Session pursuant to RCW 42.30.110 at 5:30 pm to discuss with legal counsel, matters relating to agency enforcement actions. The Commission came out of Executive Session at 5:35 pm.

Return to Regular Session: No action taken

Adjournment: The meeting adjourned at 5:50 pm.

Next Meeting: The next scheduled regular meeting of the Board of Port Commissioners will be Tuesday, December 7th, at 4:00pm.

APPROVED BY:

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Commissioner Doug McKenzie

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Commissioner Judy Teitzel

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Commissioner Dave Prosser

ATTEST:

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Barbara J Irving, Finance Manager