

**Port of Skamania County
Minutes of the
Board of Commissioners Meeting
July 26, 2005**

Call to Order: President Teitzel called the meeting to order at 4:01 p.m.

Attendance: In attendance from the Port were Commissioner Judy Teitzel, Commissioner Doug McKenzie, Commissioner Dave Prosser, Port Attorney Ken Woodrich, Facilities & Operations Manager Keith Chamberlain, Business Development Manager John McSherry, and Accounting Tech. Tina Tarani. Finance Manager Barbara Irving was not in attendance due to an excused absence.

Public Comment: Commissioner Teitzel opened the meeting to public comment at 4:01 p.m. to 4:30 p.m. Port facilities & maintenance staff employee Karl Wilkie was in attendance to compliment to the Commission regarding all of Port staff on how hard everyone had been working and what a great job was being done. The Commission thanked Karl for his comments and in turn complimented him on the great job he is doing and on how good the grounds were looking.

Meetings and Seminars: Commissioner Judy Teitzel reported on the EDC (Economic Development Council) meeting she attended with the following highlight:

- Presentation on new building taking place in the City of Stevenson in reference to housing and sub-divisions.

Minute Approval: Commissioner Doug McKenzie made a motion to approve the minutes of the July 12, 2005 regular scheduled meeting as written. Commissioner Judy Teitzel stepped down and seconded the motion. The motion passed.

Vouchers: Commissioner Doug McKenzie made a motion to approve General Fund Vouchers, as corrected, Numbered 16082 through 16117 in the amount of \$27,549.38 dated July 26, 2005. Commissioner Dave Prosser seconded the motion. The motion passed.

Administrative Approvals:

- Resolution No 07-2005: Commissioner Doug McKenzie made a motion to approve Resolution No 07-2005 Authorizing Surplus of Port Property. Commissioner Dave Prosser seconded the motion. The motion passed.

Old Business:

- Boat Launch Docks: Business and Development Manager John McSherry stated the docks are not yet finished. It would be known tomorrow (Wednesday July 27), if the docks would be ready by this Friday (July 29) or Monday (August 1). A discussion between the Commission and staff took place on the Boat Launch and docks.
- Port Conference Room, Suite 90/Kinetics Expansion: Facilities & Operations Manager Keith Chamberlain stated the conference room will be cleaned out by August 1, 2005, and today's meeting would be the last Port Meeting in the conference room.

New Business:

- WGEP Insurance Values: Facilities & Operations Manager Keith Chamberlain inquired of the Commission if the Port should use the values currently being used by the Port, or to use the WGEP Guide Facility Values. The Commission instructed Keith to use the WGEP Guide Facility Values.
- Port Dump Truck: The dump truck requires a new transmission.
- Carson Water PUD: Keith briefly updated the Commission on the Carson Water PUD.
- Bob's Beach Sprinklers: Sprinklers are being changed at Bob's Beach to cut down on water usage.

Keith requested an Executive Session to discuss RCW 42.30.110 (c). It almost being time to open offers for the Timber Property sale, Keith's request was scheduled for later in the meeting after opening of all property offers.

Port Attorney Ken Woodrich stated he was having a difficult time getting a contractor to install the window in his suite. Keith will work with ken to help him get his window installed.

Executive Session: Commissioner Judy Teitzel called for an Executive Session at 4:30 p.m. for approximately fifteen minutes ending at 4:45 p.m. under RCW 42.30.110 (c).

The Commission came out of Executive Session at 4:45 p.m. with no decision being made.

A second Executive Session was called under RCW 42.30.110 (c) to extend discussion for fifteen minutes until 5:00 p.m.

The Commission came out of Executive session at 5:00 p.m. with no decision being made.

A third Executive Session was called under RCW 42.30.110 (c) to continue discussion for five minutes until 5:05 p.m.

The Commission came out of Executive Session at 5:05 p.m. with not decisions being made.

The Commission announced they would like additional time to consider submittals on Timber Property offers and directed staff to contact each of the offer submitters and find out if they would be willing to leave their offers open until Wednesday August 3, 2005; and if their offer(s) are accepted, then, at their option, the Port would extend the closing date from August 25, 2005 to September 2, 2005.

The Commission stated they would not accept any late offers unless the offer would have been received on time, but was held up due to delivery problems associated with an incorrect address posted on the Port's website. Any such offers must have a verifiable paper trail from the delivery company stating that the offer would have been on time if not for the incorrect address. The Commission may consider an offer if it meets these conditions.

Other Business:

- Financial Statements: Since Finance Manager Barbara Irving was not in attendance to present the financial reports; this was re-scheduled for the next Port meeting.
- North Bonneville Parcel II: Business Development Manager John McSherry stated he was contacted by United States General Services Administration, the GSA, who is interested in leasing approximately seven acres on Parcel II.
- Skamania County Dept of Public Works: Commissioner Judy Teitzel asked did the Commission want Port staff to respond to the County's letter regarding Hamilton Creek. It was agreed the staff would respond and write a letter expressing agency and community support on the County's project.

An Executive Session was called at 5:25 p.m. for approximately fifteen minutes ending at 5:40 p.m. under RCW 42.30.110 (c).

The Commission came out of Executive Session at 5:40 p.m. with no decisions being made.

Adjournment: At 5:45 p.m. the Chairperson scheduled this meeting to continue on Wednesday August 3 at 4:00 p.m., immediately preceding the scheduled Budget Workshop.

Next Meeting: The next regularly scheduled meeting of the Board of Port Commissioners will be, Tuesday, August 9, 2005 at 4:00 p.m.

APPROVED BY:

Commissioner Doug McKenzie

Commissioner Judy Teitzel

Commissioner Dave Prosser

ATTEST:

Tina Tarani, Accounting Tech