

**Port of Skamania County
Minutes of the
Board of Commissioners Meeting
August 24, 2004**

Call to Order: Commissioner Dave Prosser called the meeting to order at 4:04 p.m.

Attendance: In attendance from the Port were Commissioner Dave Prosser, Commissioner Doug McKenzie, Commissioner Judy Teitzel, Business and Project Development Manager John McSherry, Facilities & Operations Manager Keith Chamberlain, Port Attorney Ken Woodrich, and Financial & Administrative Manager Deana Midland. Members of the public in attendance were Teddi Midland and Scott Midland.

Public Comment: Commissioner Dave Prosser opened public comment from 4:00 to 4:30 p.m.

Minute Approval: Commissioner Doug McKenzie made a motion to approve the minutes of the August 10, 2004 meeting with written corrections. Commissioner Judy Teitzel seconded the motion. The motion passed.

The minutes of the July 22, 2004 meeting will be approved at the first meeting in September.

Vouchers: Commissioner Doug McKenzie made a motion to approve Pre-Issued General Fund Voucher Numbered 15301 in the amount of \$1,043.04. Commissioner Judy Teitzel seconded the motion. The motion passed.

Commissioner Doug McKenzie made a motion to approve Pre-Issued General Fund Voucher Numbered 15302 in the amount of \$5,000.00. Commissioner Judy Teitzel seconded the motion. The motion passed.

Commissioner Judy Teitzel made a motion to approve General Fund Vouchers Numbered 15303 through 15328 in the amount of \$60,651.21. Commissioner Doug McKenzie seconded the motion. The motion passed.

Attorneys Report:

Facilities & Operations Manager: Keith will be meeting with Galaxy to discuss their option to renew their lease for three years. Keith will be doing a walk through of the facility.

Ken wanted it in the minutes Keith has done an excellent job in getting tenants that are behind in rent to come current before renewing their leases.

Keith talked a little bit about the Tanager lease with the Commissioners he handed out a draft copy of the lease for them to review. There was a brief discussion.

BAE moving forward they are interested in the other half of suite #60.

Keith reported the Skamania County Chamber annual retreat is September 2nd.

Keith discussed with the Commissioner the docking schedule for next year.

Karl and Kevin moved office furniture all day, Keith feels most of the furniture is no good.

Keith reported to the Commissioners the estimated completion date for the new restroom is the end of September.

Business and Project Development Report: John received another request for information from the attorney. They want all of the information they can get on Springwater this time instead of just a portion. Ken talked to the Attorney on Monday they may come and just review all files. Ken is tagging the things that are not public disclosure. The port would like to help out as much as they can.

Commissioner Doug McKenzie moved to adopt Resolution Numbered 17-2004 effective August 24, 2004, to declare the property that the Port received as abandon and to have no market value. Commissioner Judy Teitzel seconded the motion. The motion passed.

John has received information from KPFF for the phasing analysis for Parcel 2. The cost for developing is high. John will continue to work on it. There was a brief discussion to follow.

John feels the Port needs to put together a Capital Development Plan. The Commissioners told him to go forward with that idea.

Commissioner Judy Teitzel made a motion to give John the authority to sign the contract for CTED Marketing Grant. Commissioner Doug McKenzie seconded the motion. The motion passed.

John has spent a great deal of time on conflict resolution because of the letter written to the State Auditor. John would like some direction on how we may begin to resolve the issue. Commissioner Dave Prosser would like to wait till the Exit Conference with the State Auditors office. Commissioner Dave Prosser feels Keith has done nothing wrong, and Deana has done nothing wrong. Keith does his job well and Deana does her job well but there are too many emotions running around. We will continue to work on this after the exit.

The Commissioners wanted to know if we had heard any news on the Landsburg property, Ken reported he would give them a call in a day or two. There was a brief discussion to follow.

Finance & Administrative Report: Deana handed out the June and July Financials and the excel spread through July.

Executive Session: There was no executive session held.

Adjournment: The meeting adjourned at 6:50 pm.

Next Meeting: The next scheduled meeting of the Board of Port Commissioners will be Tuesday, September 14, at 4:00pm.

Port of Skamania County
Board of Commissioners
August 24, 2004

APPROVED BY:

Commissioner Doug McKenzie

Commissioner Judy Teitzel

Commissioner Dave Prosser

ATTEST:

Deana Midland, Financial & Administrative Manager