

**Port of Skamania County**  
**Minutes of the Board of Commissioners**  
**October 8, 2013**  
**Regular Meeting 9:00 am**

**Call to Order:** Commissioner Truitt called the meeting to order at 9:02 am.

**Attendance:** Commissioners WD Truitt, Kevin Waters, and via telephone Tony Bolstad; Attorney Ken Woodrich, Executive Director John McSherry, Executive Assistant Julie Mayfield, Finance Manager Randy Payne. Guest Mark Mayfield, Beacon Rock Golf Course (BRGC).

**Public Comment:** Mark Mayfield presented a BRGC 2014 capital improvements request and generally updated the Commission on facilities repair/maintenance items completed and yet to be completed by the Port and BRGC's staff. He noted that the course has done well overall even though the overall public perception was that "BRGC is/was closed," which has been one of the biggest hurdles for AMC as the new Lessee. The Commission commented on the great shape the course is in and the good comments they've heard.

**Meetings and Seminars:**

Commissioners Truitt and Bolstad attended separately the Port's State Accountability Audit Exit Conferences. The Port received an excellent review with a few minor exit comments.

**Minutes Approval:**

*---MOTION--- Commissioner Waters moved to approve the **September 24, 2013 Regular Meeting Minutes**. Commissioner Bolstad seconded; the motion carried.*

*---MOTION--- Commissioner Bolstad moved to approve the **September 25, 2013 Regular Meeting Minutes**. Commissioner Truitt stepped down and seconded; the motion carried.*

**Vouchers Approval:**

*---MOTION--- Commissioner Waters moved to approve the **General Fund Vouchers numbered 15227 through 15260 in the amount of \$117,718.20 dated October 8, 2013**. Commissioner Bolstad seconded; the motion carried.*

**Administrative Approvals:**

The CERB (WA State Community Economic Revitalization Board) grant for the Wind River Business Park (WRBP) Biomass Facility Feasibility Study was approved in May 2013; we finally received the contract from CERB.

*---MOTION--- Commissioner Waters moved to **authorize John McSherry to sign the CERB grant contract for \$30,000 with an \$8,000 match requirement (from Skamania County's .09 Percent Tax Fund) for the WRBP Biomass Facility Feasibility Study**. Commissioner Bolstad seconded; the motion carried.*

The final Port Ordinance Regulating Conduct on Port Property was presented.

*---MOTION--- Commissioner Waters moved to **approve Ordinance 2013-1 Regulating Conduct on Port Property**. Commissioner Bolstad seconded; the motion carried.*

**Staff Reports:**

- **Facilities Report:** Doug and Karl could not attend the meeting since they were working on the Old Saloon building french drainage system in preparation for the new tenant.
- **Attorney's Report.** None.

**Director's Report/Unfinished Business:**

1. *Tenants Update:* Karl and Doug have been installing a French drain at the **Old Saloon's** (130 SW Cascade) north side and east side. John has been talking with potential tenants of spaces in the **Tichenor Building**. The newly installed three-phase power generator at the **Evergreen Building** is installed and fully functional for tenant Silver Star Cabinetry (the Port paid two-thirds of the PUD's installation cost).

2. *Wind River Business Park (WRBP):*

The **water well pump test** resulted in 300 gpm—not quite enough for fireflow without a storage tank or reservoir. John had a meeting scheduled with the new Gifford Pinchot Forest Ranger, but it has been postponed due to the Federal Government shutdown. A permanent fence is needed around the well to keep the cows in Trout Creek Field away from the well.

Repair of the fire-damaged residence at **212 Chapman** is nearing completion.

John and Julie met with Washington State University (WSU) Extension Services staff, on a tour with Todd Murray, our local Extension Agent, at the fields at WRBP; Tom Linde of Wind River Biomass LLC met with the group to provide a history of the fields and explain the proposed **Biomass Facility** and potential uses of its products.

3. *Wavebreak:* John reiterated the need for a third-party engineer to review Ferguson's revised wavebreak design.

**New Business:** The Port received the bill from Skamania County Auditor's office, for the primary election, of \$16,000. John is researching possible ways to reduce it.

**Executive Session:** None.

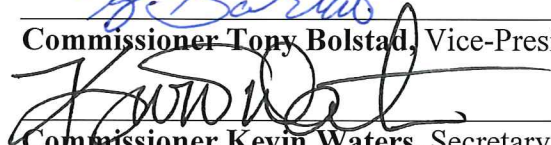
**Adjournment:** The Chairperson adjourned the meeting at 11:02 am.

**Next Meeting:** The next regularly scheduled meeting of the Board of Port Commissioners is October 22, 2013 at 9:00 am; however there is a special meeting October 21, 2013, 2:00 pm, for a **budget workshop** at the Port office conference room: 212 SW Cascade Avenue, Stevenson, Washington.

**APPROVED BY:**

  
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**Commissioner WD Truitt**, President (District 2)

  
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**Commissioner Tony Bolstad**, Vice-President (District 1)

  
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**Commissioner Kevin Waters**, Secretary (District 3)

**ATTEST:**  
  
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**Julie Mayfield**, Executive Assistant